



City Council

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

**Monday, September 25, 2017
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to adopt the minutes of the Regular Council meeting held on September 11, 2017* (distributed previously).

AGENDA ADDITIONS & DELETIONS

PRESENTATION

Kim Somerville, Manager, Community Social Development, to present two awards:

- (1) The Rick Hansen Foundation's Accessible Cities Award for promoting universal access and improving the lives of people with disabilities; and
- (2) The Circle of Excellence for 'Best in Class' for the Richmond Olympic Oval for its accessibility and inclusive community space.

COMMITTEE OF THE WHOLE

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

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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. 21.

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
- RCMP Monthly Activity Report – July 2017
- Emergency Management Organization Establishment Bylaw No. 9232
- Building Our Social Future A Social Development Strategy for Richmond: Initial Progress Report
- Gateway Transportation Collaboration Forum – Greater Vancouver Gateway 2030 Program
- Addition to Council Term Goals 2014-2018
- RCSAC Non-Profit Space Review Funding Request
- Land use applications for first reading (to be further considered at the Public Hearing on October 16, 2017):
 - 9371 Dayton Avenue – Rezone from Single Detached (RS1/B) to Single Detached (RS2/A) (Satnam Shergill and Gurjit Pooni – applicant)
 - 9200/9220 Glenallan Drive – Rezone from TwoUnit Dwellings (RD1) to Single Detached (RS2/C) (Timothy Tse – applicant)

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- 8520 Cambie Road; 4940 and 3791 No. 3 Road; 8191 Alderbridge Way; 8260, 8280, 8300, 8380 Bridgeport Road and 8211 Sea Island Way – To establish underlying zoning for nine properties developed under Land Use Contracts 039, 040, 064, 079 and 126 in the north portion of the City Centre (City of Richmond – applicant)
- River Road – Proposed Additional Road Safety Enhancement Measures
- Restriction of Groundwater Discharge to City Drainage and Sanitary Systems
- Shell Road North Drainage Pump Station
- Recreation Fee Subsidy Program - Proposed Program Revision and Consultation Results

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

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-12 (1) *the **Community Safety Committee** meeting held on September 12, 2017;*
- CNCL-25 (2) *the **General Purposes Committee** meeting held on September 18, 2017;*
- CNCL-29 (3) *the **Planning Committee** meeting held on September 19, 2017;*
- CNCL-33 (4) *the **Public Works and Transportation Committee** meeting held on September 20, 2017;and*
- CNCL-37 (5) *the **Parks, Recreation and Cultural Services Committee** meeting held on September 20, 2017;*

be received for information.

7. **RCMP MONTHLY ACTIVITY REPORT – JULY 2017**

(File Ref. No. 09-5000-01) (REDMS No. 5487535)

CNCL-44

See Page CNCL-44 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That:

- (1) *staff schedule a meeting with the Minister of Health during the 2017 Union of British Columbia Municipalities' Convention; and*

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- (2) *a letter be written to Vancouver Coastal Health requesting support for the Richmond RCMP as it relates to mental health related calls for service and how the City may obtain such assistance.*

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8. **EMERGENCY MANAGEMENT ORGANIZATION ESTABLISHMENT BYLAW NO. 9232**
(File Ref. No. 09-5125-00) (REDMS No. 4576118)

CNCL-71

See Page CNCL-71 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That Emergency Management Organization Establishment Bylaw No. 9232 be introduced and given first, second and third reading.

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9. **BUILDING OUR SOCIAL FUTURE – A SOCIAL DEVELOPMENT STRATEGY FOR RICHMOND: INITIAL PROGRESS REPORT**
(File Ref. No. 07-3000-01) (REDMS No. 5351776 v. 5)

CNCL-82

See Page CNCL-82 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the staff report titled “Building Our Social Future – A Social Development Strategy for Richmond: Initial Progress Report,” dated August 18, 2017 from the General Manager of Community Services, be received for information; and*
- (2) *That the Building Our Social Future – A Social Development Strategy for Richmond: Initial Progress Report be distributed to key stakeholders and posted on the City website.*

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10. **GATEWAY TRANSPORTATION COLLABORATION FORUM - GREATER VANCOUVER GATEWAY 2030 PROGRAM**
(File Ref. No. . 01-0140-20-PMVA1) (REDMS No. 5494978 v. 4)

CNCL-147

See Page CNCL-147 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the City provide a letter of support for the Vancouver Fraser Port Authority’s two-phase submission of two transportation infrastructure improvements projects in Richmond for consideration of cost-share funding from the Government of Canada’s National Trade Corridors Fund via the Expression of Interest and Comprehensive Project Proposal phases, as described in the report titled “Gateway Transportation Collaboration Forum - Greater Vancouver Gateway 2030 Program” dated September 7, 2017 from the Director, Transportation subject to:*
- (a) *No capital costs to be borne by the City of Richmond;*
 - (b) *No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;*
 - (c) *Continued City involvement in all aspects of the design process including adherence to the City’s design standards; and*
 - (d) *Retention and accommodation of local community access for motorists, pedestrians and cyclists; and*
- (2) *That a letter be written to advise the Port that the City of Richmond expects to be consulted at the outset of any discussions regarding the widening of Highway 91.*



Consent
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11. **ADDITION TO COUNCIL TERM GOALS 2014-2018**
(File Ref. No. 01-0105-07-01) (REDMS No. 5445646 v. 6)

CNCL-162

See Page CNCL-162 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Council Term Goals for 2014-2018 be updated to include an added priority under Goal 8: Supportive Economic Development Environment, as outlined in the report titled “Addition to Council Term Goals 2014-2018” dated July 11, 2017 from the Corporate Programs Consultant, to more clearly reflect Council’s shared interests in ensuring viable agricultural and fisheries sectors in Richmond.



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12. **RCSAC NON-PROFIT SPACE REVIEW FUNDING REQUEST**
(File Ref. No. 01-0100-30-RCSA1-01) (REDMS No. 5443578 v. 5)

CNCL-165

See Page CNCL-165 for full report

PLANNING COMMITTEE RECOMMENDATION

That the Richmond Community Services Advisory Committee request for \$13,000 to complete the Richmond Non-Profit Space Review Project be considered as part of the 2018 Council Community Initiatives One-Time Expenditures process.



Consent
Agenda
Item

13. **APPLICATION BY SATNAM SHERGILL AND GURJIT POONI FOR REZONING AT 9371 DAYTON AVENUE FROM "SINGLE DETACHED (RS1/B)" TO "SINGLE DETACHED (RS2/A)"**
(File Ref. No. 12-8060-20-009752; RZ 17-775844) (REDMS No. 5477319)

CNCL-201

See Page CNCL-201 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9752, for the rezoning of 9371 Dayton Avenue from "Single Detached (RS1/B)" to "Single Detached (RS2/A)", be introduced and given first reading.



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14. **APPLICATION BY TIMOTHY TSE FOR REZONING AT 9200/9220 GLENALLAN DRIVE FROM TWO UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/C)**
(File Ref. No. 12-8060-20-009758; RZ 16-745791) (REDMS No. 5445577)

CNCL-217

See Page CNCL-217 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9758, for the rezoning of 9200/9220 Glenallan Drive from "Two-Unit Dwellings (RDI)" to "Single Detached (RS2/C)", be introduced and given first reading.



Consent
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15. **ESTABLISHMENT OF UNDERLYING ZONING FOR PROPERTIES DEVELOPED UNDER LAND USE CONTRACTS 039, 040, 064, 079 AND 126 IN THE NORTH PORTION OF THE CITY CENTRE**
(File Ref. No. 08-4430-03-11) (REDMS No. 5444812)

CNCL-238

See Page CNCL-238 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9744, to establish underlying zoning for the property developed under Land Use Contract 039, be introduced and given first reading;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9745, to establish underlying zoning for the property developed under Land Use Contract 040, be introduced and given first reading;*
- (3) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9746, to establish underlying zoning for the property developed under Land Use Contract 064, be introduced and given first reading;*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9747, to establish underlying zoning for the property developed under Land Use Contract 079, be introduced and given first reading; and*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9748, to establish underlying zoning for five properties developed under Land Use Contract 126, be introduced and given first reading.*



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16. **RIVER ROAD – PROPOSED ADDITIONAL ROAD SAFETY ENHANCEMENT MEASURES**

(File Ref. No. 10-6450-09-01) (REDMS No. 5488824 v. 3)

CNCL-283

See Page CNCL-283 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That Option 2 as described in the staff report titled “River Road – Proposed Additional Road Safety Enhancement Measures” dated August 22, 2017 from the Director, Transportation, be endorsed for implementation as part of on-going city-wide efforts to improve safety for road users; and*
- (2) *That Richmond RCMP be requested to establish regular speed and vehicle weight enforcement on River Road between No. 6 Road and Westminster Highway as a complementary road safety enhancement measure to Recommendation 1.*



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17. **RESTRICTION OF GROUNDWATER DISCHARGE TO CITY DRAINAGE AND SANITARY SYSTEMS**
(File Ref. No. 10-6060-05-01/2017-Vol 1) (REDMS No. 5489017 v. 3)

CNCL-292

See Page CNCL-292 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That the Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9751 be introduced and given first, second and third Readings.



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18. **SHELL ROAD NORTH DRAINAGE PUMP STATION**
(File Ref. No. 10-6340-20-P.16308) (REDMS No. 5495802 v. 2)

CNCL-296

See Page CNCL-296 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That the design concept for the Shell Road North Drainage Pump Station as detailed in Attachment 1 of the staff report titled “Shell Road North Drainage Pump Station” dated August 9, 2017 from the Director, Engineering be approved.



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19. **RECREATION FEE SUBSIDY PROGRAM – PROPOSED PROGRAM REVISION AND CONSULTATION RESULTS**
(File Ref. No. 07-3190-01) (REDMS No. 5346044 v. 12)

CNCL-302

See Page CNCL-302 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

- (1) *That revisions to the Recreation Fee Subsidy Program and funding strategy as outlined in the report titled “Recreation Fee Subsidy Program – Proposed Program Revision and Consultation Results,” dated August 24, 2017 from the General Manager, Community Services, be adopted;*

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- (2) *That staff bring forward a progress report to Council on Recreation Fee Subsidy Program participation after one year of implementation, and a final evaluation report after two years of implementation that includes any recommended adjustments to the program and a long-term funding strategy; and*
- (3) *That the age at which seniors pricing takes effect in the City’s Community Services programs and services shift from 55 to 65 years of age, concurrent with implementation of the updated Recreation Fee Subsidy Program.*



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PARKS, RECREATION AND CULTURAL SERVICES
COMMITTEE
Councillor Harold Steves, Chair

- 20. **GARRY POINT PARK MASTER PLAN UPDATE**
(File Ref. No. 06-2345-20-GARR2) (REDMS No. 5518740 v. 7)

CNCL-337

[See Page CNCL-337 for full report](#)

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

Opposed: Cllr. McPhail

That the staff report titled “Garry Point Park Master Plan Update,” dated September 1, 2017, from the General Manager, Community Services, be received for information, and that a funding request to update the Garry Point Park Master Plan Update not be submitted as part of the 2018 budget process.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- | | | |
|-----------------|---|--------------------------|
| CNCL-424 | Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 8928
(7088 Heather Street, RZ 11-595579)
Opposed at 1 st Reading – None.
Opposed at 2 nd /3 rd Readings – None. | <input type="checkbox"/> |
| CNCL-426 | Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9014
(9720, 9740 and 9760 Alberta Road, RZ 12-615601)
Opposed at 1 st Reading – None.
Opposed at 2 nd /3 rd Readings – None. | <input type="checkbox"/> |
| CNCL-428 | Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9613
(7431 Williams Road, RZ 15-718064)
Opposed at 1 st Reading – Councillor Day.
Opposed at 2 nd /3 rd Readings – Councillor Day. | <input type="checkbox"/> |
| CNCL-430 | Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9660
(4271 Francis Road, RZ 14-659770)
Opposed at 1 st Reading –None.
Opposed at 2 nd /3 rd Readings – None. | <input type="checkbox"/> |

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CNCL-432 Housing Agreement (Landa Elmbridge Holdings Ltd.) **Bylaw No. 9739**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-455 Housing Agreement (9251 Alexandra Road) **Bylaw No. 9754**
Opposed at 1st/2nd/3rd Readings – None.

DEVELOPMENT PERMIT PANEL

21. RECOMMENDATION

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

CNCL-474 (1) *That the **minutes** of the Development Permit Panel meeting held on September 13, 2017, and the **Chair's report** for the Development Permit Panel meetings held on January 27, 2016, October 12, 2016 and June 14, 2017, be received for information; and*

CNCL-479 (2) *That the recommendations of the Panel to authorize the issuance of:*
(a) a Development Permit (DP 13-647517) for the property at 9728 Alberta Road (formerly 9720, 9740 and 9760 Alberta Road);
(b) a Development Permit (DP 13-633035) for the property at 7088 Heather Street; and
(c) a Development Permit (DP 15-700007) for the property at 7100 Elmbridge Way;
be endorsed, and the Permits so issued.

ADJOURNMENT



Community Safety Committee

Date: Tuesday, September 12, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Derek Dang
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Linda McPhail

Also Present: Councillor Carol Day

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on July 11, 2017, be adopted.

CARRIED

NEXT COMMITTEE MEETING DATE

October 11, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SAFETY DIVISION

1. **BUSINESS LICENCES MONTHLY REPORT - JULY 2017**
(File Ref. No. 12-8275-01) (REDMS No. 5502997)

Community Safety Committee
Tuesday, September 12, 2017

It was moved and seconded

That the staff report titled “Business Licences Monthly Report – July 2017” be received for information.

The question on the motion was not called as discussion ensued in regard to the extension of business licence hearings to provide bed and breakfast (B&B) owners additional time to come into compliance with the City’s regulations.

In accordance with Section 100 of the *Community Charter*, Councillor Carol Day declared herself to be in a conflict as her husband owns a bed and breakfast and left the meeting at 4:02 p.m.

Discussion ensued and in reply to queries from Committee, Carli Edwards, Acting Senior Manager, Community Safety Policy & Programs and Licencing, advised that of the B&B operators not in compliance with the City’s regulations; only one operator has yet to commence the permit approval process.

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

Councillor Day returned to the meeting at 4:03 p.m.

2. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT - JUNE 2017**

(File Ref. No. 12-8060-01) (REDMS No. 5472675)

It was moved and seconded

That the staff report titled “Community Bylaws Monthly Activity Report - June 2017”, dated July 19, 2017, from the General Manager, Community Safety, be received for information.

CARRIED

3. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT - JULY 2017**

(File Ref. No. 12-8060-01) (REDMS No. 5504092)

In reply to queries from Committee, Greg Scarborough, Manager, Property Use, Policy and Programs, Community Bylaws, advised that 17 cases were presented at the last adjudication hearing, of which 14 were upheld. Mr. Scarborough stated that information regarding the three violations that were dismissed would be provided to Council.

It was moved and seconded

That the staff report titled “Community Bylaws Monthly Activity Report - July 2017”, dated August 16, 2017, from the General Manager, Community Safety, be received for information.

CARRIED

2.

Community Safety Committee
Tuesday, September 12, 2017

4. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – JUNE 2017**

(File Ref. No. 09-5000-01) (REDMS No. 5464450)

5. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – JULY 2017**

(File Ref. No. 09-5000-01) (REDMS No. 5489538)

The Chair acknowledged Fire Chief John McGowan's retirement and thanked him for his years of service with the City of Richmond.

John McGowan, Fire Chief, Richmond Fire-Rescue, provided background information and spoke on two incidents: (i) the warehouse fire on Mitchell Island, and (ii) the boat fire on Dyke Road. Also, he noted that there is still a steady increase in call volume.

In reply to queries from Committee, Fire Chief McGowan advised incidents with hazardous materials will exist so long as there are businesses utilizing such materials.

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – June 2017", dated July 17, 2017 from the Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – July 2017", dated August 17, 2017 from the Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

6. **FIRE CHIEF BRIEFING**

(Verbal Report)

(i) Pink Shirt Breast Cancer Awareness

Fire Chief McGowan advised that Richmond Fire-Rescue (RFR) will be partnering with the International Association of Fire Fighters and other groups in October to promote awareness for Breast Cancer fundraising initiatives.

(ii) Halloween / Fireworks Safety

Fire Chief McGowan advised that RFR is looking to partner with groups within the community in an effort to ensure a successful and safe Halloween.

3.

Community Safety Committee
Tuesday, September 12, 2017

(iii) Cambie Fire Hall Opening

Fire Chief McGowan advised that Fire Hall No. 3 will be opening on October 14, 2017. He noted that the opening will coincide with fire prevention week and this year's theme is "Every Second Counts."

Fire Chief McGowan advised 18 new hires will be starting this month, and will be stationed at Fire Hall No. 3 as this will be the new training facility.

Discussion ensued regarding whether RFR has the ability to respond to calls on the water and Fire Chief McGowan advised that discussions are currently underway regarding this matter as RFR's fleet does not include a vessel.

7. RCMP MONTHLY ACTIVITY REPORT – JUNE 2017

(File Ref. No. 09-5000-01) (REDMS No. 5452760)

In reply to queries from Committee, Superintendent Will Ng, Richmond RCMP, highlighted that the RCMP has seen record volunteer hours for auxiliary officers this summer and that the auxiliary officers were of invaluable support when regular members were aiding in wild fire relief. Supt. Ng then noted that a BBQ will be held to thank the auxiliary officers for their commitment, and a certificate will be presented.

In reply to queries from Committee, Supt. Ng commented on the RCMP's partnership with the Canadian Border Services Agency in relation to seizures of illegal materials at YVR.

Discussion ensued in regard to educating drivers, cyclists and pedestrians on road safety. Supt. Ng advised that the RCMP has a strong partnership with ICBC in promoting awareness and educating the public on road safety. Supt. Ng also noted that social media can be used to inform drivers of proper road safety protocols.

It was moved and seconded

That the report titled "RCMP's Monthly Activity Report – June 2017," dated July 17, 2017, from the Officer In Charge, Richmond RCMP, be received for information.

CARRIED

8. RCMP MONTHLY ACTIVITY REPORT – JULY 2017

(File Ref. No. 09-5000-01) (REDMS No. 5487535)

Discussion took place on the rise in mental health related calls and Committee queried how the City can assist the RCMP in addressing these concerns.

Supt. Ng echoed Committee's concerns and remarked that although the number of mental health related calls has risen, the Richmond RCMP continue to work on reducing this number by providing customized service to individuals who generate the most calls for service.

4.

Community Safety Committee
Tuesday, September 12, 2017

Discussion further took place and it was suggested that, in light of the upcoming Union of British Columbia Municipalities' convention, it may be timely to schedule a meeting with the provincial Minister of Health to discuss this matter in more detail. Also, it was noted that a public health nurse may be of assistance to the RCMP when responding to mental health related calls; however, Vancouver Coastal Health (VCH) does not assign such a position without the full support of the requesting municipality.

In response to Committee's discussion, Cecilia Achiam, General Manager, Community Safety, provided background information regarding the City's efforts to better equip the RCMP when managing mental health related calls. She stated that staff can schedule a meeting with Dr. Meena Dawar, VCH's new Medical Health Officer for Richmond, to discuss options.

Committee further expressed concerns regarding the rise in mental health related calls and it was noted that many of VCH's resources for mental health issues are allocated to Vancouver's downtown eastside.

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

It was moved and seconded

That:

- (1) staff schedule a meeting with the Minister of Health during the 2017 Union of British Columbia Municipalities' Convention; and***
- (2) a letter be written to Vancouver Coastal Health requesting support for the Richmond RCMP as it relates to mental health related calls for service and how the City may obtain such assistance.***

CARRIED

It was moved and seconded

That the report titled "RCMP's Monthly Activity Report – July 2017," dated August 14, 2017, from the Officer In Charge, Richmond RCMP, be received for information.

CARRIED

9. RCMP/OIC BRIEFING

(Verbal Report)

(i) Wild Fire Update

Supt. Ng advised that the Richmond RCMP had 150 volunteers aid in the wild fire relief. He noted that the experience gained by these officers by working collaboratively with the Canadian Armed Forces has been invaluable. Supt. Ng informed that this experience has fostered many relationships with different agencies and district offices and contributed to knowledgeable information for the City of Richmond.

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Community Safety Committee
Tuesday, September 12, 2017

(ii) Richmond World Festival

Supt. Ng highlighted that the Richmond World Festival was a successful event with minimal incidents.

10. EMERGENCY PROGRAMS ACTIVITY REPORT – JUNE AND JULY 2017

(File Ref. No. 09-5126-01) (REDMS No. 5479621)

In reply to queries from Committee, Norman Kotze, Acting Manager, Emergency Programs, advised that Richmond aided three evacuee families from the wild fires with regard to food, shelter and access to community facilities.

Discussion ensued on the value of community outreach in emergency preparedness education and it was noted that additional staff resources could be examined so that all community associations may benefit.

In response to queries from Committee, Mr. Kotze advised that all emergency preparedness information presented at public booths is available on the City website and the provincial Emergency Management website. Also, he stated that staff are examining how emergency kits can be universal across the Lower Mainland.

It was moved and seconded

That the staff report titled, “Emergency Programs Activity Report – June and July 2017,” dated July 27, 2017 from the General Manager, Community Safety, be received for information.

CARRIED

11. EMERGENCY MANAGEMENT ORGANIZATION ESTABLISHMENT BYLAW NO. 9232

(File Ref. No. 09-5125-00) (REDMS No. 4576118)

Ms. Achiam distributed a revised copy of the Emergency Management Organization Establishment Bylaw No. 9232 and commented on housekeeping amendments made (attached to and forming part of these Minutes as Schedule 1).

Discussion took place on the various authorities for expenditures during a state of emergency period and Ms. Achiam stated that a further housekeeping amendment to clarify the matter would be made prior to the Bylaw being presented at a Council meeting.

Community Safety Committee
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It was moved and seconded

That Emergency Management Organization Establishment Bylaw No. 9232 be introduced and given first, second and third reading.

CARRIED

12. COMMITTEE STANDING ITEM

E-Comm

The Chair advised that E-Comm's new Chief Executive Officer will be starting in their new position soon and noted that E-Comm is examining the viability of a second site for its operations.

13. MANAGER'S REPORT

(i) Emergency Programs Staff and Volunteers

Discussion took place on the invaluable support provided by Emergency Programs staff and volunteers during the wild fires and it was noted that said staff and volunteers should be recognized for their efforts.

(ii) Update on Soils Bylaw

Ms. Achiam commented on the Soil Removal and Fill Deposit Regulation Bylaw 8094, noting that staff anticipate presenting a revised bylaw to Council in the new year.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:57 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, September 12, 2017.

Councillor Bill McNulty
Chair

Sarah Kurian
Legislative Services Coordinator



**Emergency Management Organization
Establishment Bylaw No. 9232**

The Council of the City of Richmond enacts as follows:

PART ONE: EMERGENCY MANAGEMENT ORGANIZATION

1.1 Establishment

1.1.1 For the purposes of the **Act**, an Emergency Management Organization for the **City** is hereby established and shall comprise of:

- (a) the Emergency Planning Committee; and
- (b) the Emergency Operations Committee.

PART TWO: EMERGENCY PLANNING COMMITTEE

2.1 Duties and Responsibilities

2.1.1 The Emergency Planning Committee is responsible for providing policy guidance and direction on **emergency** and **disaster** management matters for the **City**, including:

- (a) preparing the **emergency plan**;
- (b) periodically reviewing and updating the **emergency plan**;
- (c) making and amending rules for regulating the practices and procedures of the Emergency Management Organization;
- (d) providing training and conducting exercises for potential **emergencies** or **disasters**;
- (e) arranging periodic meetings with the Emergency Operations Committee;
- (f) annually submitting to **Council** a budget for the maintenance of the Emergency Management Organization;
- (g) subject to **Council** approval, negotiating agreements:
 - (i) with other municipalities or governments for the purpose of mutual aid; and
 - (ii) with non-government organizations for resources and services that may be needed during an **emergency** or **disaster**; and
- (h) such other similar matters as directed or recommended from time-to-time by the Chair of the Emergency Planning Committee.

2.2 Composition of Emergency Planning Committee

2.2.1 The Emergency Planning Committee shall consist of the following persons or their designates:

- (a) **General Manager, Community Safety;**
- (b) **Fire Chief;**
- (c) **Police Chief;**
- (d) **Senior Manager, Community Safety Policy and Programs;**
- (e) **Manager, Emergency Programs;**
- (f) **Risk Manager;** and
- (g) **Manager, Purchasing.**

2.2.2 The **Chief Administrative Officer**, or his or her designate, shall be the Chair of the Emergency Planning Committee.

2.2.3 In addition to the members of the Emergency Planning Committee appointed by section 2.2.1 of this bylaw, the following organizations may be invited by the Chair to nominate representatives to serve as members of the Emergency Planning Committee:

- (a) Richmond School District No. 38;
- (b) British Columbia Ambulance Service;
- (c) Vancouver Coastal Health Authority; and
- (d) such other organizations as recommended by the Chair of the Emergency Planning Committee.

PART THREE: EMERGENCY OPERATIONS COMMITTEE

3.1 Duties and Responsibilities

3.1.1 The Emergency Operations Committee is responsible for implementing the **emergency plan** during an **emergency** or **disaster** that affects the **City**.

3.1.2 Whether or not a **declaration of a state of local emergency** has been made, the Emergency Operations Committee may implement all or parts of the **emergency plan** and assume the duties and responsibilities of coordinating and directing the **City's** operations in response to an **emergency** or **disaster** that affects the **City**.

3.2 Composition of Emergency Operations Committee

3.2.1 The Emergency Operations Committee shall consist of the following persons or their designates:

- (a) **Chief Administrative Officer;**

- (b) **Deputy Chief Administrative Officer;**
- (c) **all General Managers;**
- (d) **Fire Chief;**
- (e) **Police Chief;**
- (f) **City Solicitor;**
- (g) **Corporate Officer;**
- (h) **Medical Health Officer;**
- (i) **~~Senior Manager~~Director, Corporate Communications and Marketing;**
and
- (j) **Manager, Emergency Programs.**

3.2.2 The **Chief Administrative Officer** shall be the Chair of the Emergency Operations Committee. In the absence of the **Chief Administrative Officer**, the **Deputy Chief Administrative Officer** shall be the Chair of the Emergency Operations Committee.

3.2.3 Notwithstanding the composition of the Emergency Operations Committee in section 3.2.1, the Chair may determine the required composition for each response to an **emergency or disaster**, depending on the nature and extent of the **emergency or disaster**.

3.3 Expenditures During a Declaration of State of Local Emergency

3.3.1 During the period of a **declaration of state of local emergency**, the following members of the Emergency Operations Committee are delegated the following spending authority in respect to response to the **emergency or disaster**:

- (a) the following groups of persons, or their respective designates, have the authority to authorise spending on behalf of the City up to and including \$1,000,000, in order of availability:
 - (i) the **Chief Administrative Officer, General Manager, Finance** and **One Additional General Manager**; then
 - (ii) the **Chief Administrative Officer, General Manager, Finance** and **General Manager, Community Safety**; then
 - (iii) the **Deputy Chief Administrative Officer**, and **One General Manager**; then
 - (iv) the **General Manager, Finance** and **One General Manager**; then
 - (v) the **General Manager, Engineering and Public Works**; then
 - (vi) a minimum of any two **General Managers**.
- (b) the following groups of persons, or their respective designates, have the authority to authorise spending on behalf of the City in excess of \$1,000,001, in order of availability:
 - (i) the **Chief Administrative Officer** together with the **Deputy Chief Administrative Officer**; then

- (ii) the **Chief Administrative Officer** or his or her designate together with the designate of the **Deputy Chief Administrative Officer**; then
 - (iii) the **Chief Administrative Officer** or his or her designate, together with any **General Manager** or their designates; then
 - (iv) the **Deputy Chief Administrative Officer**, or his or her designate, together with any **General Manager** or their designates.
- 3.3.2 The authorities set-out in section 3.3.1 of this bylaw include the authority for the delegated persons to award bids and execute agreements and legal instruments in respect to the authorized spending.
- 3.3.3 As soon as practicable after the cancellation of a **declaration of a state of local emergency**, the **General Manager, Finance and Corporate Services**, shall report to **Council** in respect to any expenditures made during the **declaration of state of local emergency** that is not included in the **City's** financial plan.

PART FOUR: INTERPRETATION

4.1 In this bylaw, unless the context requires otherwise:

ACT	means the <i>Emergency Program Act</i> , RSBC 1996, c 111, as amended or replaced from time to time;
COMMUNITY CHARTER	means the <i>Community Charter</i> , SBC 2003, c 26 and all amendments thereto;
CHIEF ADMINISTRATIVE OFFICER	means the person appointed by Council to the position of Chief Administrative Officer pursuant to section 147 of the Community Charter and includes his or her designate;
CITY	means the City of Richmond;
CITY SOLICITOR	means the person appointed as the head of the City's Law Department and includes his or her designate;
CORPORATE OFFICER	means the person appointed by Council and assigned responsibility for corporate administration of the City under section 148 of the Community Charter and includes his or her designate;
COUNCIL	means the Council of the City ;
DECLARATION OF STATE OF LOCAL EMERGENCY	means a declaration by the Council or the Mayor of the City under section 12(1) of the Act ;
DEPUTY CHIEF ADMINISTRATIVE OFFICER	means the person appointed to be the City's Deputy Chief Administrative Officer and includes his or her designate;

DIRECTOR, CORPORATE COMMUNICATIONS & MARKETING means the City's Director, Corporate Communications and Marketing and includes his or her designate.

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- DISASTER** means a calamity that:
- (a) is caused by accident, fire, explosion or technical failure or by the forces of nature; and
 - (b) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property;
- EMERGENCY** means a present or imminent event or circumstance that:
- (a) is caused by accident, fire, explosion, technical failure or the forces of nature; and
 - (b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property;
- EMERGENCY PLAN** means the local emergency plan, prepared under section 6(2) of the Act, for the City;
- FIRE CHIEF** means the head of the City's Fire - Rescue Department and includes his or her designate;
- GENERAL MANAGERS** means the persons appointed to be City's General Managers and includes their designates;
- GENERAL MANAGER, FINANCE AND CORPORATE SERVICES** means the person appointed to be the City's General Manager, Finance and Corporate Services and includes his or her designate;
- GENERAL MANAGER, COMMUNITY SAFETY** means the person appointed to be the City's General Manager, Community Safety and includes his or her designate;
- GENERAL MANAGER, ENGINEERING AND PUBLIC WORKS** means the person appointed to be the City's General Manager, Engineering and Public Works and includes his or her designate;
- MANAGER, COMMUNITY SAFETY POLICY AND PROGRAMS** means the City's Manager, Community Safety Policy and Programs and includes his or her designate;

- MANAGER, EMERGENCY PROGRAMS** means the City's Manager Emergency Programs and includes his or her designate;
- MANAGER, PURCHASING** means the City's Purchasing Manager and includes or his or her designate;
- MEDICAL HEALTH OFFICER** means the Medical Health Officer appointed under the *Public Health Act*, SBC 2008, c. 28 to act within the City and includes his or her designate;
- POLICE CHIEF** means the person appointed to be the Officer in Charge of the Police with responsibility for jurisdiction of Richmond or his or her designate;
- RISK MANAGER** means the City's Risk Manager and includes his or her designate; and

~~**SENIOR MANAGER** means the City's Senior Manager, Corporate~~
~~**CORPORATE COMMUNICATIONS** Communications and includes his or her designate.~~

PART FIVE: PREVIOUS BYLAW REPEAL

5.1 Emergency Management Organization Establishment Bylaw No. 7898 is hereby repealed.

PART SIX: SEVERABILITY AND CITATION

6.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

6.2 This bylaw is cited as "Emergency Management Organization Establishment Bylaw No. 9232".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER



General Purposes Committee

Date: Monday, September 18, 2017

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Carol Day

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

MINUTES

It was moved and seconded

That the minutes of the meetings of the General Purposes Committee held on September 5, 2017 and September 11, 2017, be adopted as circulated.

CARRIED

COMMUNITY SERVICES DIVISION

1. **BUILDING OUR SOCIAL FUTURE – A SOCIAL DEVELOPMENT STRATEGY FOR RICHMOND: INITIAL PROGRESS REPORT**
(File Ref. No. 07-3000-01/2017-Vol 01) (REDMS No. 5351776 v. 5)

General Purposes Committee
Monday, September 18, 2017

In response to queries from Committee, Kim Somerville, Manager, Community Social Development, advised that (i) Non-Profit space needs are being addressed in a separate report to the Planning Committee, (ii) the Social Development Strategy continues to be a fluid document and work plans are adjusted as needed and, (iii) staff continue to work with other departments and agencies on an ongoing basis to address affordable housing needs.

It was moved and seconded

- (1) *That the staff report titled "Building Our Social Future – A Social Development Strategy for Richmond: Initial Progress Report," dated August 18, 2017 from the General Manager of Community Services, be received for information; and*
- (2) *That the Building Our Social Future – A Social Development Strategy for Richmond: Initial Progress Report be distributed to key stakeholders and posted on the City website.*

CARRIED

PLANNING AND DEVELOPMENT DIVISION

2. **GATEWAY TRANSPORTATION COLLABORATION FORUM - GREATER VANCOUVER GATEWAY 2030 PROGRAM**

(File Ref. No. 01-0140-20-PMVA1) (REDMS No. 5494978 v. 4)

Discussion ensued with regard to the potential improvement project of widening Highway 91 from four to six lanes, as detailed in the staff report.

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

It was moved and seconded

- (1) *That the City provide a letter of support for the Vancouver Fraser Port Authority's two-phase submission of two transportation infrastructure improvements projects in Richmond for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund via the Expression of Interest and Comprehensive Project Proposal phases, as described in the report titled "Gateway Transportation Collaboration Forum - Greater Vancouver Gateway 2030 Program" dated September 7, 2017 from the Director, Transportation subject to:*
 - (a) *No capital costs to be borne by the City of Richmond;*
 - (b) *No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;*

2.

General Purposes Committee
Monday, September 18, 2017

- (c) *Continued City involvement in all aspects of the design process including adherence to the City's design standards; and*
- (d) *Retention and accommodation of local community access for motorists, pedestrians and cyclists; and*
- (2) *That a letter be written to advise the Vancouver Fraser Port Authority that the City of Richmond expects to be consulted at the outset of any discussions regarding the widening of Highway 91.*

CARRIED

CHIEF ADMINISTRATOR'S OFFICE

3. ADDITION TO COUNCIL TERM GOALS 2014-2018

(File Ref. No. 01-0105-07-01/2017-Vol 01) (REDMS No. 5445646 v. 6)

It was moved and seconded

That the Council Term Goals for 2014-2018 be updated to include an added priority under Goal 8: Supportive Economic Development Environment, as outlined in the report titled "Addition to Council Term Goals 2014-2018" dated July 11, 2017 from the Corporate Programs Consultant, to more clearly reflect Council's shared interests in ensuring viable agricultural and fisheries sectors in Richmond.

The question on the motion was not called as discussion ensued with regards to including fisheries in the recommended additional priority under Goal 8, as "8.3 The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision."

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:19 p.m.).

CARRIED

General Purposes Committee
Monday, September 18, 2017

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, September 18, 2017.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator



Planning Committee

Date: Tuesday, September 19, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Chak Au
Councillor Alexa Loo
Councillor Harold Steves

Also Present: Councillor Derek Dang

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 September 6, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

October 3, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. **RCSAC NON-PROFIT SPACE REVIEW FUNDING REQUEST**
(File Ref. No. 01-0100-30-RCSA1-01) (REDMS No. 5443578 v. 5)

In reply to queries from Committee, Lesley Sherlock, Planner 2 and Alex Nixon, Co-Chair, Richmond Community Services Advisory Committee, noted that the review will examine best practices to address current and future space needs for community organizations.

1.

Planning Committee
Tuesday, September 19, 2017

Cllr. Au left the meeting (4:06 p.m.) and returned (4:08 p.m.).

Discussion ensued with regard to (i) utilizing community amenity spaces in new developments, (ii) consulting with not-for-profit organizations in the city, and (iii) the timeline of the review.

It was moved and seconded

That the Richmond Community Services Advisory Committee request for \$13,000 to complete the Richmond Non-Profit Space Review Project be considered as part of the 2018 Council Community Initiatives One-Time Expenditures process.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

2. **APPLICATION BY SATNAM SHERGILL AND GURJIT POONI FOR REZONING AT 9371 DAYTON AVENUE FROM "SINGLE DETACHED (RS1/B)" TO "SINGLE DETACHED (RS2/A)"**
(File Ref. No. 12-8060-20-009752; RZ 17-775844) (REDMS No. 5477319)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9752, for the rezoning of 9371 Dayton Avenue from "Single Detached (RS1/B)" to "Single Detached (RS2/A)", be introduced and given first reading.

CARRIED

3. **APPLICATION BY TIMOTHY TSE FOR REZONING AT 9200/9220 GLENALLAN DRIVE FROM TWCUNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/C)**
(File Ref. No. 12-8060-20-009758; RZ 16-745791) (REDMS No. 5445577)

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9758, for the rezoning of 9200/9220 Glenallan Drive from "Two-Unit Dwellings (RDI)" to "Single Detached (RS2/C)", be introduced and given first reading.

CARRIED

4. **ESTABLISHMENT OF UNDERLYING ZONING FOR PROPERTIES DEVELOPED UNDER LAND USE CONTRACTS 039, 040, 064, 079 AND 126 IN THE NORTH PORTION OF THE CITY CENTRE**
(File Ref. No. 08-4430-03-11) (REDMS No. 5444812)

Cynthia Lussier, Planner 1, reviewed the proposal noting that the current Land Use Contracts will remain in effect for the sites until they expire on June 30, 2024, according to Provincial legislation, and that staff will be sending information letters to the property owners prior to the Public Hearing.

2.

Planning Committee
Tuesday, September 19, 2017

In reply to queries from Committee, Wayne Craig, Director, Development, noted that future development within the sites will be governed by the City Centre Area Plan and existing aeronautical zoning regulations.

It was moved and seconded

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9744, to establish underlying zoning for the property developed under Land Use Contract 039, be introduced and given first reading;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9745, to establish underlying zoning for the property developed under Land Use Contract 040, be introduced and given first reading;*
- (3) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9746, to establish underlying zoning for the property developed under Land Use Contract 064, be introduced and given first reading;*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9747, to establish underlying zoning for the property developed under Land Use Contract 079, be introduced and given first reading; and*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9748, to establish underlying zoning for five properties developed under Land Use Contract 126, be introduced and given first reading.*

CARRIED

5. MANAGER'S REPORT

(i) Unsightly Premises on the Former Mylora Site

Mr. Craig noted that Community Bylaws staff have visited the site and the applicant has since removed on-site debris and cut the grass.

(ii) Winter Night Market

Mr. Craig noted that applicants for the Winter Night Market on the Duck Island site have advised that the event will not be held in 2017 and intends to pursue the event for 2018.

(iii) 702 Single Family Lot Size Policy

In reply to queries from Committee, Joe Erceg, General Manager, Planning and Development, noted that staff anticipate presenting a report on the 702 Single Family Lot Size Policy in the fourth quarter of 2017. He added that staff can provide information on house size and affordability as it relates to the 702 Single Family Lot Size Policy.

(iv) Luxury Vehicle Storage Facility

Mr. Erceg spoke on a proposed facility for storing luxury vehicles, noting that the City has not received a building permit application for such a facility.

3.

Planning Committee
Tuesday, September 19, 2017

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 Planning Committee of the Council of the City of Richmond held on Tuesday, September 19, 2017.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator



Public Works and Transportation Committee

Date: Wednesday, September 20, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Harold Steves
Councillor Derek Dang
Councillor Carol Day
Councillor Alexa Loo

Also Present: Councillor Bill McNulty
Councillor Linda McPhail

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works and Transportation Committee held on July 19, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

October 18, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING AND DEVELOPMENT DIVISION

1. **RIVER ROAD – PROPOSED ADDITIONAL ROAD SAFETY ENHANCEMENT MEASURES**
(File Ref. No. 10-6450-09-01) (REDMS No. 5488824 v. 3)

Public Works & Transportation Committee
Wednesday, September 20, 2017

In reply to queries from Committee, Victor Wei, Director, Transportation, advised that in consultation with the cycling community, speed has been identified as the primary concern for cyclists and therefore, staff recommend speed humps as a long term solution. Also, he noted that cyclists can easily manoeuvre over speed humps and thus their installation along River Road is not of a concern. Mr. Wei then advised that residents and businesses in the area would be informed of the upcoming installation of speed humps and staff are prepared to make further adjustments should concerns persist.

It was moved and seconded

- (1) *That Option 2 as described in the staff report titled "River Road – Proposed Additional Road Safety Enhancement Measures" dated August 22, 2017 from the Director, Transportation, be endorsed for implementation as part of on-going city-wide efforts to improve safety for road users; and*
- (2) *That Richmond RCMP be requested to establish regular speed and vehicle weight enforcement on River Road between No. 6 Road and Westminster Highway as a complementary road safety enhancement measure to Recommendation 1.*

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

2. **METRO VANCOUVER CAPITAL CONSTRUCTION UPDATE 2017**
(File Ref. No. 10-6060-03-01) (REDMS No. 5488473 v. 2)

It was moved and seconded

That the report titled "Metro Vancouver Capital Construction Update 2017," dated August 25, 2017 from the Director, Engineering be received for information.

CARRIED

3. **RESTRICTION OF GROUNDWATER DISCHARGE TO CITY DRAINAGE AND SANITARY SYSTEMS**
(File Ref. No. 10-6060-05-01) (REDMS No. 5489017 v. 3)

In reply to queries from Committee, Lloyd Bie, Manager, Engineering Planning, noted that restriction of groundwater discharge means restricting the water found beneath the surface of the ground from discharging into the City's drainage system.

It was moved and seconded

That the Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9751 be introduced and given first, second and third readings.

CARRIED

2.

Public Works & Transportation Committee
Wednesday, September 20, 2017

4. **SHELL ROAD NORTH DRAINAGE PUMP STATION**

(File Ref. No. 10-6340-20-P.16308) (REDMS No. 5495802 v. 2)

It was moved and seconded

That the design concept for the Shell Road North Drainage Pump Station as detailed in Attachment 1 of the staff report titled "Shell Road North Drainage Pump Station" dated August 9, 2017 from the Director, Engineering be approved.

CARRIED

5. **RIPARIAN RESPONSE STRATEGY COMPLIANCE UPDATE**

(File Ref. No.: 10-6160-00) (REDMS No. 5542675 v. 5)

Peter Russell, Senior Manager, Sustainability and District Energy, introduced Chad Paulin, Manager, Environment.

In reply to queries, Mr. Russell provided the following information:

- it is the duty of the developer through the use of a qualified environmental professional to monitor Riparian Management Areas that fall within their respective development;
- it is anticipated that regulatory tools will assist in developers' understanding of protection measures; and
- following public consultation, staff will report back with a regulatory package.

It was moved and seconded

That the report titled "Riparian Response Strategy Compliance Update" from the Director, Engineering, dated September 11, 2017 be received for information.

CARRIED

6. **MANAGER'S REPORT**

(i) Dike and Pump Station Damage

John Irving, Director, Engineering, provided an update on the damages caused by BC Hydro in relation to the proposed George Massey Tunnel replacement project. Mr. Irving noted that some repairs have been made and costs will be incurred by BC Hydro.

Discussion took place and a report written by Tom Morrison regarding pile foundations was referenced. In response to the discussion, Mr. Wei advised that the current provincial government is conducting an independent review of the proposed George Massey Tunnel replacement project in an effort to determine the right alternative.

3.

Public Works & Transportation Committee
Wednesday, September 20, 2017

In reply to a query, Mr. Irving advised that the works completed to date as part of the proposed George Massey Tunnel replacement project does not benefit the City.

(ii) *Let's Recycle Correctly Program*

Suzanne Bycraft, Manager, Fleet and Environmental Programs, provided information regarding the "Let's Recycle Correctly" program including what may and may not be recycled. Ms. Bycraft advised that curb side audits are forthcoming and a public education campaign will be launched to promote awareness and educate residents. Also, she noted that areas with higher contamination rates will be targeted. She stated that the program aims to support and educate the public in an effort to lower contamination rates.

In response to a query from Committee, Ms. Bycraft advised that not all types of plastics are accepted as recyclable sorting machines are only capable of recognizing certain types of plastics.

Also, Ms. Bycraft advised staff's public outreach efforts will be supplemented with additional manpower. She noted that staff are examining partnership opportunities with the City's Sustainability Department to provide informational videos.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:31 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, September 20, 2017.

Councillor Chak Au
Chair

Sarah Kurian
Legislative Services Coordinator



Parks, Recreation and Cultural Services Committee

Date: Wednesday, September 20, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Ken Johnston (*entered at 4:47 p.m.*)
Councillor Carol Day
Councillor Bill McNulty
Councillor Linda McPhail

Also Present: Councillor Chak Au
Councillor Derek Dang
Councillor Alexa Loo

Call to Order: The Chair called the meeting to order at 4:37 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on July 20, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

October 24, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DIVISION

1. **RECREATION FEE SUBSIDY PROGRAM – PROPOSED PROGRAM REVISION AND CONSULTATION RESULTS**

(File Ref. No. 07-3190-01) (REDMS No. 5346044 v. 12)

Kim Somerville, Manager, Community Social Development, introduced Donna Lee, Inclusion Coordinator.

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office) Ms. Lee provided background information and highlighted the following:

- the recreation fee subsidy program (RFSP) was approved by Council in 1998;
- the RFSP provides subsidized access to parks, recreation and cultural services opportunities for Richmond residents with low income;
- the RFSP is made possible through the City in partnership with and community partners;
- as part of the consultation process, community partners agreed that a revised RFSP should include free admission for all ages and a 90% discount on program registration fees;
- Richmond's recreation delivery system involves 14 different associations and societies in the delivery of programs and services, and therefore the funding strategy is complex; however, all partners have agreed to collectively contribute to a Central Fund;
- community partners have agreed to contribute 1.1% of gross revenues less grants, donations, sponsorship, and interest to the Central Fund;
- it is proposed that 10% of the registration fee would be paid by the RFSP client, and the remainder would be drawn from the Central Fund; and
- the RFSP stakeholder consultation indicated that community partners and City operations support shifting the age at which seniors pricing take effect from 55 to 65 years of age.

Councillor Johnston entered the meeting (4:47 p.m.).

In reply to queries from Committee, Ms. Lee advised that community partners were invited to attend three consultation meetings to discuss the various proposed changes to the RFSP.

Further to Committee queries, Ms. Somerville provided the following information:

- community partners unanimously consented to the notion of a Central Fund following the receipt of detailed information regarding how the funding model would function;

2.

Parks, Recreation & Cultural Services Committee
Wednesday, September 20, 2017

- a contingency fund is necessary to cover subsidies for registered programs in the event that registrations increase significantly;
- full-time administration support is needed to ensure proper customer service;
- the Richmond Olympic Oval will provide access to certain programs that complement the programming available at Community Centres; however they would not be contributing to or drawing from the Central Fund; and
- no minimum is required for a class before clients participating in the RSFP program may register.

Ms. Somerville then advised that applicants go through a thorough screening process to receive funding as part of the RFSP.

Julie Halfnights, President, Thompson Community Association and Paige Robertson, President, City Centre Community Association, provided the following information:

- although the Associations were concerned regarding the funding model of the Central Fund, they are in favour of it following discussion with their respective Association's treasurers;
- the Associations are in favour of changing the age at which seniors pricing takes effect from 55 to 65 years of age;
- from previous experience, it was observed that it is not equitable to place a minimum registration requirement before allowing RFSP participants to register; and
- the Associations are agreeable to the proposed quarterly reporting, one year progress report and two year review of the revised RFSP.

In reply to a further query from Committee, Ms. Lee advised that some programs will not be available as part of the RFSP, specifically private lessons and non-basic recreation programs.

It was moved and seconded

- (1) *That revisions to the Recreation Fee Subsidy Program and funding strategy as outlined in the report titled "Recreation Fee Subsidy Program – Proposed Program Revision and Consultation Results," dated August 24, 2017 from the General Manager, Community Services, be adopted;*

Parks, Recreation & Cultural Services Committee
Wednesday, September 20, 2017

- (2) *That staff bring forward a progress report to Council on Recreation Fee Subsidy Program participation after one year of implementation, and a final evaluation report after two years of implementation that includes any recommended adjustments to the program and a long-term funding strategy; and*
- (3) *That the age at which seniors pricing takes effect in the City's Community Services programs and services shift from 55 to 65 years of age, concurrent with implementation of the updated Recreation Fee Subsidy Program.*

2. **SKATEBOARDING FACILITIES IN RICHMOND**

(File Ref. No. 11-7000-01) (REDMS No. 5447137 v. 6)

It was moved and seconded

That the staff report titled "Skateboarding Facilities in Richmond," dated August 30, 2017, from the Interim Director, Parks and Recreation, be received for information.

CARRIED

3. **GARRY POINT PARK MASTER PLAN UPDATE**

(File Ref. No. 06-2345-20-GARR2) (REDMS No. 5518740 v. 7)

Jamie Esko, Manager, Parks Planning, Design and Construction, introduced Alexander Kurnicki, Research Planner 2.

In reply to queries from Committee, Ms. Esko advised that the original Garry Point Park Master Plan did not envision that steel piles and associated dock infrastructure be installed in order to host large ships and other maritime themed festivals. Therefore, should the Garry Point Park Master Plan be updated, she stated that the new Plan would incorporate the Park's current features and activities; also, Ms. Esko advised that staff would update Council on the progress of the Plan such as the results of the public consultation process, and the guiding principles for the development of the Plan.

Cathryn Volkering Carlile, General Manager, Community Services, advised that a staff report regarding the Garry Point Park Legacy Pier Proposal would be forthcoming. Ms. Carlile then noted that should the Garry Point Park Master Plan not receive funding as part of the 2018 budget process, the current Plan would remain in place.

In reply to a query from Committee, Marie Fenwick, Manager, Museum and Heritage Services, spoke to power kite flying at Garry Point Park, and noted that (i) a permit is required, (ii) kites must display identification cards, and (iii) the activity may be managed through the City's Public Parks and School Grounds Bylaw No. 8771.

Councillors Dang and Loo left the meeting (5:16 p.m.) and did not return.

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Parks, Recreation & Cultural Services Committee
Wednesday, September 20, 2017

Discussion ensued regarding the potential to update the Garry Point Park Master Plan and the Chair queried whether an update was needed.

Ms. Esko stated that should the Plan be updated, staff anticipate incorporating the Park's current features and activities into it, in addition to examining current trends and other notions that may be highlighted as part of a public consultation process.

Discussion further took place and it was noted that the current Plan has not been updated since 1983 and the results of a public consultation on the Plan would be valuable.

It was moved and seconded

That the staff report titled "Garry Point Park Master Plan Update," dated September 1, 2017, from the General Manager, Community Services, be received for information, and that a funding request to update the Garry Point Park Master Plan Update not be submitted as part of the 2018 budget process.

CARRIED

Opposed: Cllr. McPhail

4. WEST RICHMOND PITCH AND PUTT GOLF COURSE

(File Ref. No. 11-7200-01) (REDMS No. 5340498 v. 12)

In reply to queries from Committee, Gregg Wheeler, Manager, Sport and Community Events, advised that the number of rounds played per year has decreased and that trends indicate that people are engaging in other activities rather than investing the time and money required to successfully play golf.

Mr. Wheeler advised that maintenance costs for the Pitch and Putt's failing infrastructure are increasing rapidly, and thereby decreasing the number days the course is available for use.

It was moved and seconded

That the staff report titled "West Richmond Pitch and Putt Golf Course," dated September 1, 2017, from the Interim Director, Parks and Recreation, be received for information.

CARRIED

5. SUMMER 2017 PROGRAM UPDATE

(File Ref. No. 11-7000-01) (REDMS No. 5501954 v. 6)

Serena Lusk, Interim Director, Parks and Recreation, introduced Angela Rai, Planner 1.

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office). Ms. Rai highlighted the following information regarding the 2017 summer program session:

- a vast array of programs were offered;

5.

Parks, Recreation & Cultural Services Committee
Wednesday, September 20, 2017

- programs were available for preschoolers, children and youth;
- over 28,000 registrants participated;
- testimonials were provided by participants and parents to demonstrate the positive impact of these programs;
- low-cost and no-cost events were provided by the City to ensure that all children had access to the same benefits as those registered in programs and camps;
- often children who participate in the City's programs return as volunteers, and youth leaders; and
- the City and its partners delivered a summer of high quality programs.

In reply to a query from Committee, Ms. Rai advised that program registration has been consistent since last year.

It was moved and seconded

That the staff report titled "Summer 2017 Program Update," dated August 31, 2017, from the Senior Manager, Recreation and Sport Services, be received for information.

CARRIED

6. **MANAGER'S REPORT**

(i) Garden City Lands

Ms. Esko provided an update on the condition of soil at the Garden City Lands, noting that hot spots indicated that lead was detected in the soil. As such, she remarked that new soil be deposited on top of the existing soil. Ms. Esko then noted that the newly deposited soil meets all Agricultural Land Commission (ALC) requirements; also, she remarked that staff is working with the ALC in an effort to increase the newly deposited soil's nutrient levels. She added that Kwantlen Polytechnic University is in favour of the new soil for their Sustainable Agriculture Research and Education Farm; however the University would like to increase the soil's organic matter and nutrient levels.

Discussion took place and Committee requested that Council be provided copies of the (i) soil report, (ii) documentation from the ALC, and (iii) documentation from Kwantlen Polytechnic University.

(ii) Steveston Post Office

Discussion ensued regarding the Steveston Post Office and how it would be managed and operated following the expiry of the operating agreement between the Steveston Historical Society and Tourism Richmond.

6.

Parks, Recreation & Cultural Services Committee
Wednesday, September 20, 2017

Ms. Carlile referenced a referral made at the July 20, 2017 Parks, Recreation and Cultural Services Committee, and noted that a staff report on the Steveston Post Office is forthcoming.

(iii) Update on Culture Days and Harvest Fest

Ms. Fenwick highlighted that Culture Days launches on September 29th, and as part of Culture Days, the restoration of the tram will be commemorated on October 1st. Also, she noted that Harvest Fest will take place on September 30th at the Garden City Lands and Kwantlen Polytechnic University will be in attendance to mark the opening of the school's Sustainable Agriculture Research and Education Farm.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:44 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Wednesday, September 20, 2017.

Councillor Harold Steves
Chair

Sarah Kurian
Legislative Services Coordinator



City of Richmond

Report to Committee

To: Community Safety Committee
From: Will Ng, Superintendent
Officer in Charge, Richmond RCMP Detachment
Date: August 14, 2017
File: 09-5000-01/2017-Vol
01
Re: RCMP Monthly Activity Report – July 2017

Staff Recommendation

That the report titled “RCMP’s Monthly Activity Report – July 2017,” dated August 14, 2017, from the Officer In Charge, Richmond RCMP, be received for information.

Will Ng, Superintendent
Officer in Charge, Richmond RCMP Detachment
(604-278-1212)

Att. 5

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CT
APPROVED BY CAO	

Staff Report

Origin

At the request of the Community Safety Committee, the Officer in Charge will keep Council informed on matters pertaining to policing in the Richmond community. This monthly activity report for the RCMP provides information on each of the following areas:

1. Activities and Noteworthy Files
2. Analysis of Crime Statistics
3. Annual Performance Plan
4. Auxiliary Constables
5. Block Watch
6. Community Police Stations and Programs
7. Crime Prevention Unit
8. Road Safety Unit
9. Victim Services
10. Youth Section

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

Analysis

Activities and Noteworthy Files

BC Wildfires

Due to the volatile and active forest fires in both the North and Southeast areas of BC, the province declared a State of Emergency on Friday, July 7, 2017. A state of emergency allows the province to coordinate a response should the situation worsen. Multiple evacuation orders, alerts and traffic closures have occurred within North and Southeast BC.

Richmond has deployed close to 60 members in support of the safe evacuation of residents and protection of property as a result of the wild fires. The professionalism and support that has been demonstrated by RCMP regular members, auxiliary constables and municipal staff to assist in the planning and logistics required to sustain a deployment of this magnitude has been excellent.

Shots Fired

On July 5, 2017, Richmond RCMP officers received a complaint of shots fired in the 4000 block of Boundary Road. Upon attendance investigators determined that an altercation occurred which led to the discharge of a firearm. A male, a Richmond resident, was treated for non-life threatening injuries. The incident is currently under investigation.

Rescue

On July 6, 2017, a Richmond RCMP officer responded to the 8500 block of Cook Road to safely rescue 14 ducklings that were trapped in a drain pipe. The constable was able to rescue the ducklings and re-unite them with their mother.

Stolen Vehicle

On July 6, 2017, Richmond RCMP officers received a complaint of suspicious activity in the Hamilton area. A resident noticed two suspicious males wearing gloves and using a spray bottle to frantically clean a car. Officers arrived and arrested two males before they were able to leave the neighborhood. The vehicle was stolen from Surrey, BC. Charges are pending and the investigation continues.

Analysis of Crime Statistics

Arson

In July 2017, there were four incidents of arson, which is no change from June 2017 and a 100 per cent increase from July 2016. Arson at this time is within the five-year statistical average range.

Assault Serious (Assault with a Weapon)

There were 19 assault serious events, which is a 35 per cent increase from June 2017 and a 216 per cent increase from July 2016. Assault serious is above the five-year statistical average range. A review of the data indicates that nine of the 19 incidents were domestic assaults and three of the nine were related to mental health. No significant patterns of interest were noted.

Auto Theft

There were 34 auto theft incidents, which is a 61 per cent increase from June 2017 and a three per cent increase from July 2016. Auto theft is above the five-year statistical average range.

Drugs

There were 49 drug incidents, which is a decrease of 26 per cent from June 2017 and a 36 per cent decrease from July 2016. Drug incidents are below the five-year statistical average range¹.

Residential Break and Enter

There were 24 break and enters, which is a 47 per cent decrease from June 2017 and a 40 per cent decrease from July 2016. Residential break and enters are below the five-year statistical average range.

¹ Even though July 2017 shows a decrease, drug incidents are still on pace to meet the five per cent increase benchmark as noted in the Annual Performance Plan.

Sexual Assault

There were seven sexual assault offences, which resulted in a 36 per cent decrease from June 2017 and a 12.5 percent decrease from July 2016. Sexual offences are within the five-year statistical average range.

Shoplifting

There were 38 shoplifting thefts, which is a 25 per cent decrease from June 2017 and a 38 per cent decrease from July 2016. Shoplifting is below the five-year statistical average range.

Theft from Auto

There were 138 thefts from auto incidents, which is an eight per cent increase from June 2017 and a 40 per cent decrease from July 2016. Theft from auto is within the five-year statistical average range.

Violent Crime

There were 105 violent crime incidents, which is a 25 per cent decrease from June 2017 and a one per cent increase from July 2016. Violent crime is within the five-year statistical average range.

Annual Performance Plan

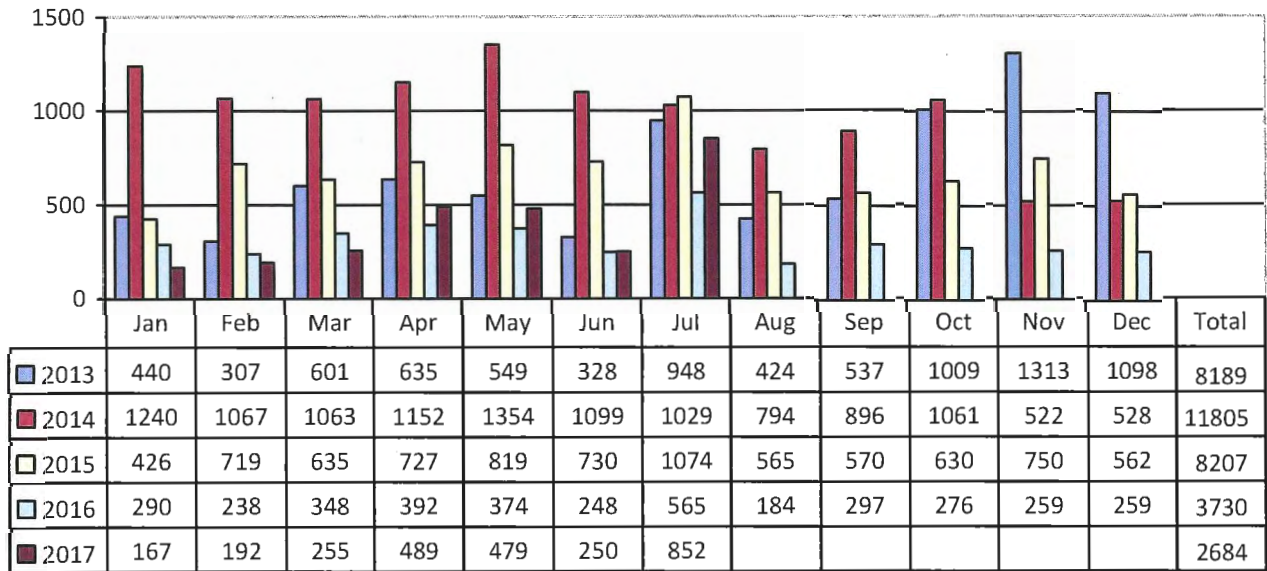
The Annual Performance Plan delivers planning and performance management to Richmond Detachment and ensures policing initiatives are aligned with the City of Richmond and RCMP strategic priorities. The Annual Performance Plan provides the Detachment Commander a systematic plan to evaluate and manage police resources and operations. It also provides a valuable consultation and reporting mechanism for the City of Richmond, the Commanding Officer of RCMP "E" Division and Detachment staff. (See Attachment 5: Annual Performance Plan 2017-2018 Quarter 1).

Auxiliary Constables

In July 2017, the Richmond RCMP Detachment (the Detachment) had a total complement of 37 auxiliary constables, who provided 852 volunteer hours. There was a 240 per cent increase of hours from June 2017 and a 50 per cent increase from July 2016. The significant increase was a result of Canada Day duties and wildfire response efforts.

Figure 1 compares the monthly hours of service provided by month from 2013 to 2017.

Figure 1: Auxiliary Constable Volunteer Hours



Auxiliary Constable Activities

Auxiliary Constables attend events in the community to promote a positive police presence, support regular RCMP members and provide traffic and crowd control. During the month of July auxiliary constables participated in:

- Block Watch
- Canada Day Weekend
- Camp Courage
- Celebration of Lights
- Counterattack Roadblocks
- Crime Watch
- Dolphin Cup
- Nations Cup
- Thompson Picnic
- Mental Health Initiative
- Night Market
- Pop-Up Detachment
- School Sports
- Wildfire Response

Block Watch

At the end of July 2017, the Block Watch program had 441 groups totaling 10,085 participants. Currently, the program includes 581 captains, which is a decrease of one captain and an increase of 19 participants. There was no change in the number of groups.

Community Police Station Programs

Community police stations continue to enhance the Detachment's policing service by providing an array of crime prevention resources and community safety initiatives. City staff and volunteers pursued safety initiatives to enhance crime prevention program awareness, community engagement, police accessibility and to reduce anxiety and fear levels related to crime. The demographics of the programs vary from month to month reflective of weather conditions, seasonal initiatives, events and the availability of the volunteers.

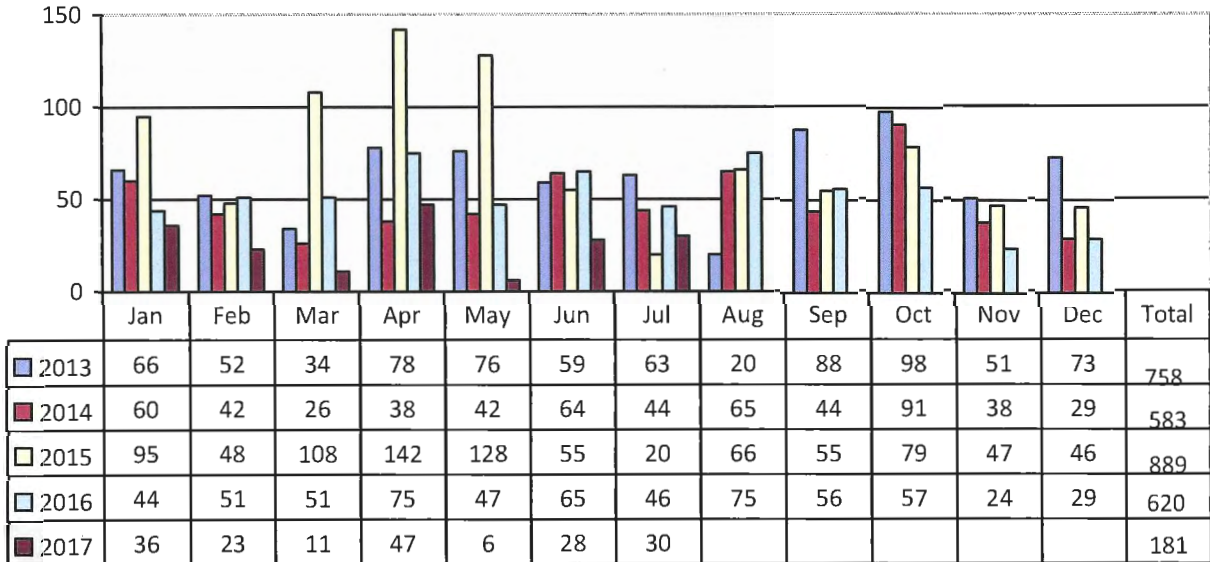
During the month of July volunteer highlights included:

- The deployment of 18 foot/van patrols totalling 115 hours and 16 bike patrols totalling 121.5 hours;
- 23 Fail to Stop deployments which resulted in 754 warning letters;
- Speed Watch on 3,329 vehicles at various locations;
- Lock Out Auto Crime on 9,697 vehicles at various locations;
- July 1, 2017, volunteers drove a shuttle bus provided by the City of Richmond for the deployment of RCMP members during the day, donned the safety bear costume for the parade and participated in foot patrols;
- July 5, 2017, volunteers assisted Youth Section members and Richmond Fire Rescue at Camp Courage held at the Cambie Community Centre;
- July 12, 2017, Crime Watch volunteers participated in a Counter Attack with Traffic members and resulted in 1,463 vehicle checks;
- July 16, 2017, Project 529 was held at a Block Watch meeting which resulted in 40 registered bikes;
- July 20, 2017, a Pop Up Detachment was deployed under the Skytrain station platform which resulted in 120 interactions with the public, 1,434 vehicle checks and 656 Lock Out Auto Crime notices distributed;
- July 20, 2017, Crime Watch volunteers participated in a Counter Attack with Traffic members resulting in 1,491 vehicle checks;
- July 26, 2017, a No. 3 Road deployment assisted Crime Prevention members and Transit Police resulting in 133 interactions with the public, 2,252 vehicle checks and 265 Lock Out Auto Crime notices distributed; and
- July 30, 2017, 10 volunteers participated in the Bodhi Meditation Family event.

Distracted Drivers

Figure 2 provides a comparison by year of the number of letters sent to registered owners.

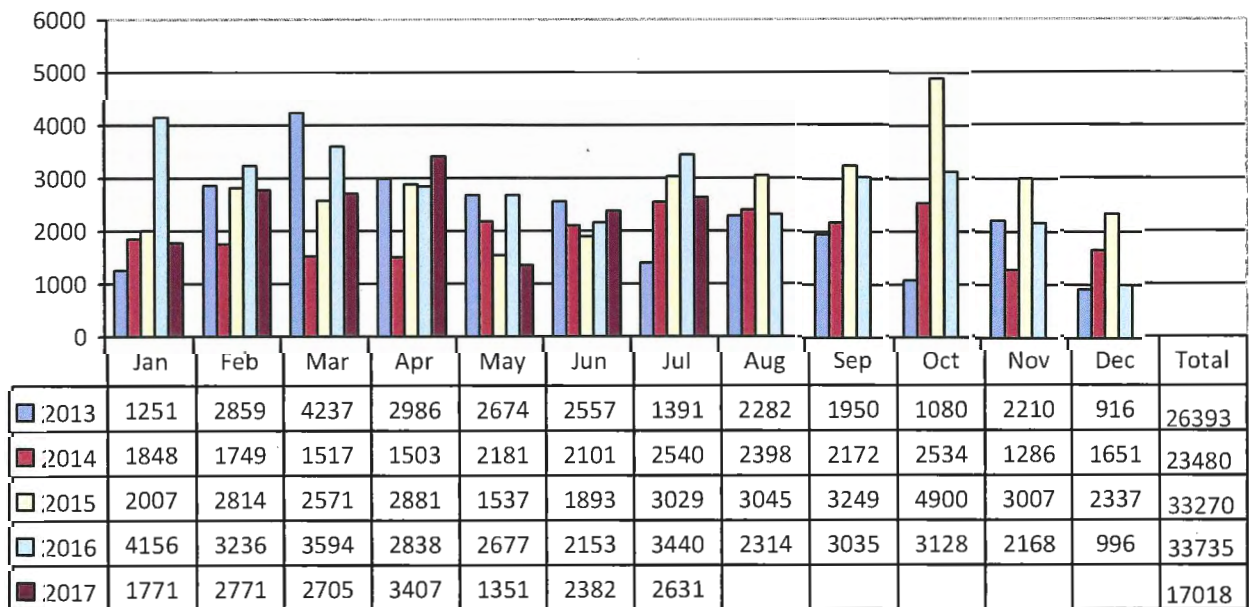
Figure 2: Distracted Drivers Letters Sent



Lock-Out Auto Crime

Figure 3 provides a comparison by year of the number of vehicles notices issued.

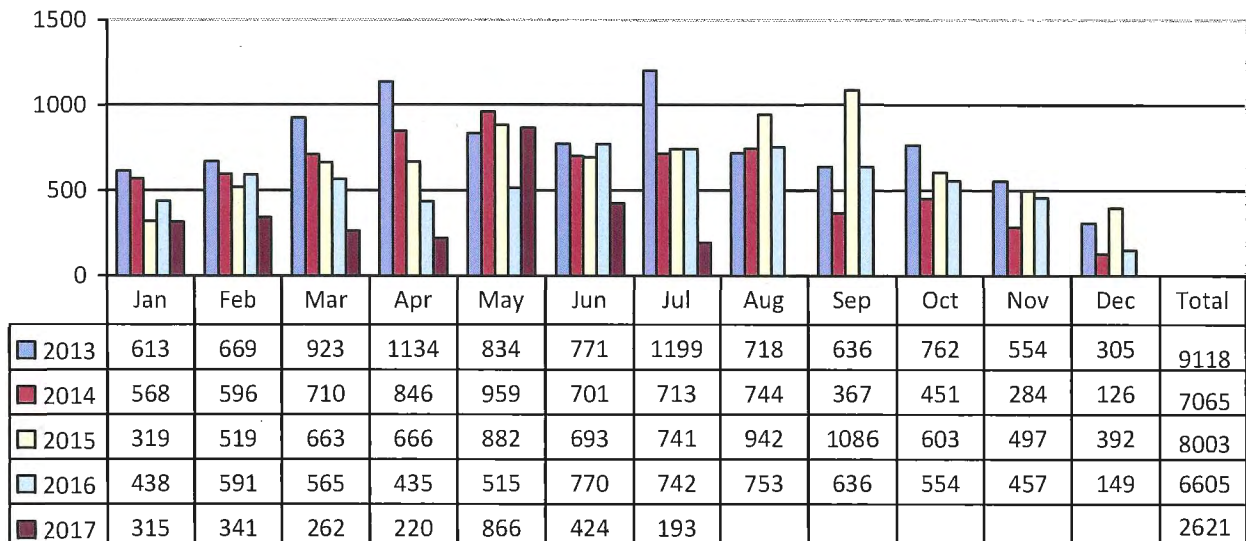
Figure 3: Lock Out Auto Crime Vehicles Issued a Notice



Speed Watch

Figure 4 provides a comparison by year of the number of letters sent to registered owners.

Figure 4: Speed Watch Letters Sent



Crime Prevention Unit

Crime Prevention reduces crime and enhances community engagement through public awareness and dialogue initiatives. During the month of June, the Crime Prevention unit participated in the following events/activities:

- Canada Day Event
- Canada Post Pilot Project
- Crime Prevention Video Series Project
- Mail Theft and Theft From Vehicle Outreach
- Mail Theft prevention assessment
- Pop Up Detachment
- Property Crime Prevention Blitz
- Volunteer deployments to hotspot areas
- Youth Academy Event

Road Safety Unit

The Road Safety Unit makes Richmond’s roads safer through evidence-based traffic enforcement, investigation of serious vehicle collisions and public education programs. The statistics below compare July 2017 data to both May 2017 and June 2017.

The Moving Violations category refers to violations such as unsafe lane change and unsafe passing. The Vehicle category refers to motor vehicle regulation defects such as no insurance and no lights. The Other category refers to other motor vehicle infractions such as miscellaneous charges including fail to remain at the scene of accident and failing to stop for police.

Violation Tickets were issued for the following infractions:

Infraction	May 2017	June 2017	July 2017
Distracted Driving	108	143	143
Driver License	121	122	158
Impaired	32	45	36
Intersection offences	67	69	89
Moving Violations	107	108	88
Speeding	156	144	175
Seatbelts	7	18	34
Vehicle Related	20	36	45
Other	48	11	55
Total	666	696	823

Notice and Orders issued for the following infractions:

Infraction	May 2017	June 2017	July 2017
Distracted Driving	10	27	34
Driver License	34	32	57
Intersection	32	42	48
Moving Violations	54	47	41
Speeding	67	40	48
Seatbelts	1	1	5
Vehicle Related	68	59	79
Other	0	0	0
Total	266	248	312

Parking Tickets:

Name	Act	Example	May 2017	June 2017	July 2017
Parking	Municipal Bylaw	Municipal parking offences	36	14	39

Victim Services

In July 2017 Richmond RCMP Victim Services provided on-going support to 77 clients and attended 12 crime/trauma scenes. The unit currently maintains an active caseload of 149 on-going files.

Youth Section

The Detachment's Youth Section focuses on strategies that contribute to safe and healthy behaviours essential to the development of productive and civic-minded adults. During the month of July Youth Section members highlights included:

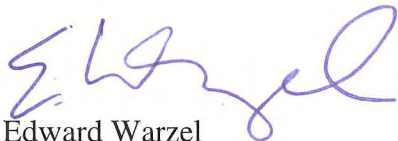
- Camp Courage
- Canada Day Event
- Canada 150 Event: India Cultural Centre of Canada
- Community Events: City Centre's Outdoor Movie Night/Nations Cup/Dolphin Cup/Thompson Picnic
- General Duty Deployments
- Hamilton Patrols
- Traffic Unit Deployments
- Wildfire Deployments

Financial Impact

None.

Conclusion

The Officer in Charge, Richmond Detachment continues to ensure Richmond remains a safe and desirable community.



Edward Warzel
Manager, RCMP Administration
(604-207-4767)

EW:jl

- Att. 1: Community Policing Programs Definition
2: Crime Statistics
3: Crime Maps
4: July 2017 sample of police occurrences in Richmond
5: Annual Performance Plan 2017-2018 Quarter 1

Auxiliary Constables

- The primary mandate of Richmond's Auxiliary Constables is to support community policing activities related to public safety and crime prevention.
- For more information, visit www.richmond.ca/safety/police/prevention/auxiliary.htm

Block Watch

- Community-based crime prevention program aimed at helping neighbors organize themselves to prevent crime.
- Residents can receive email alerts of neighbourhood residential break and enters by registering their email addresses at: blockwatch@richmond.ca
- For more information, visit www.richmond.ca/safety/police/prevention/blockwatch.htm

Difference Maker Project

- The Difference Maker Project is an off-shoot of the School Sports Programs. Elementary school students are mentored by teachers, police officers and community ambassadors. This activity aims to encourage social and civic responsibility amongst elementary and secondary school aged youth through community projects.

Distracted Driving Program

- Trained volunteers monitor intersections and observe distracted drivers.
- A letter is sent to the registered owner of the offending vehicle with information on the safety risks associated to the observed behaviour and applicable fine amounts.
- For more information, visit www.richmond.ca/safety/police/prevention/programs.htm

Fail to Stop

- Trained volunteers monitor areas that have been referred to the program by local businesses or residents where drivers are not making a full stop at the stop sign, or running a red light.
- An information letter is sent to the registered owner of the vehicle advising them the date, time and location and applicable fine amounts if the driver received a violation ticket.

Lock Out Auto Crime

- Co-sponsored by the Insurance Corporation of BC (ICBC), volunteers patrol city streets and parking lots looking for automobile security vulnerabilities.
- Notices supplied by ICBC are issued to every vehicle inspected indicating to the owner what issues need to be addressed in order to keep the vehicle and contents secure.
- For more information, visit
- www.richmond.ca/safety/police/personal/vehicle.htm

Project 529

- This program allows riders to easily and securely register their bikes. This up-to-date database of bikes alerts its registrants if a fellow 529 bike is stolen.
- Project 529 is a unique, multi-national registry that holds a database of all registered and stolen bikes.

Speed Watch

- Co-sponsored by ICBC, promotes safe driving habits by alerting drivers of their speed.
- Trained volunteers are equipped with radar and a speed watch reader board that gives drivers instant feedback regarding their speed.
- Volunteers record the license plate number and the speed, and a letter is sent to the registered owner of the offending vehicle. The letter includes the date, time and location and applicable fine amounts if the driver received a violation ticket.

Stolen Auto Recovery

- Co-sponsored by ICBC, trained volunteers equipped with portable computers identify stolen vehicles.
- These volunteers recover hundreds of stolen vehicles each year throughout the Lower Mainland.

Volunteer Bike and Foot Patrol Program

- Trained volunteers patrol Richmond neighbourhoods reporting suspicious activities and providing a visible deterrent to crime and public order issues.

JULY 2017 STATISTICS

RICHMOND RCMP

This chart identifies the monthly totals for founded Criminal Code incidents, excluding traffic-related Criminal Code incidents. Based on Uniform Crime Reporting (UCR) scoring, there are three categories: (1) Violent Crime, (2) Property Crime, and (3) Other Criminal Code. Within each category, particular offence types are highlighted in this chart. In addition, monthly totals for Controlled Drugs and Substances Act (CDSA) incidents and MHA-related calls for service are included. Individual UCR codes are indicated below the specific crime type. For 2017, some inclusion criteria have been modified to improve accuracy and accommodate RCMP scoring regulations. For more information, contact Richmond Crime Analysts.

The Average Range data is based on activity in a single month over the past 5 years. If the current monthly total for an offence is above the expected average range (using a standard deviation), it will be noted in **red**, while below expected numbers will be noted in **blue**.

Year-to-Date percentage increases of more than 10% are marked in **red**, while decreases of more than 10% are **blue**.

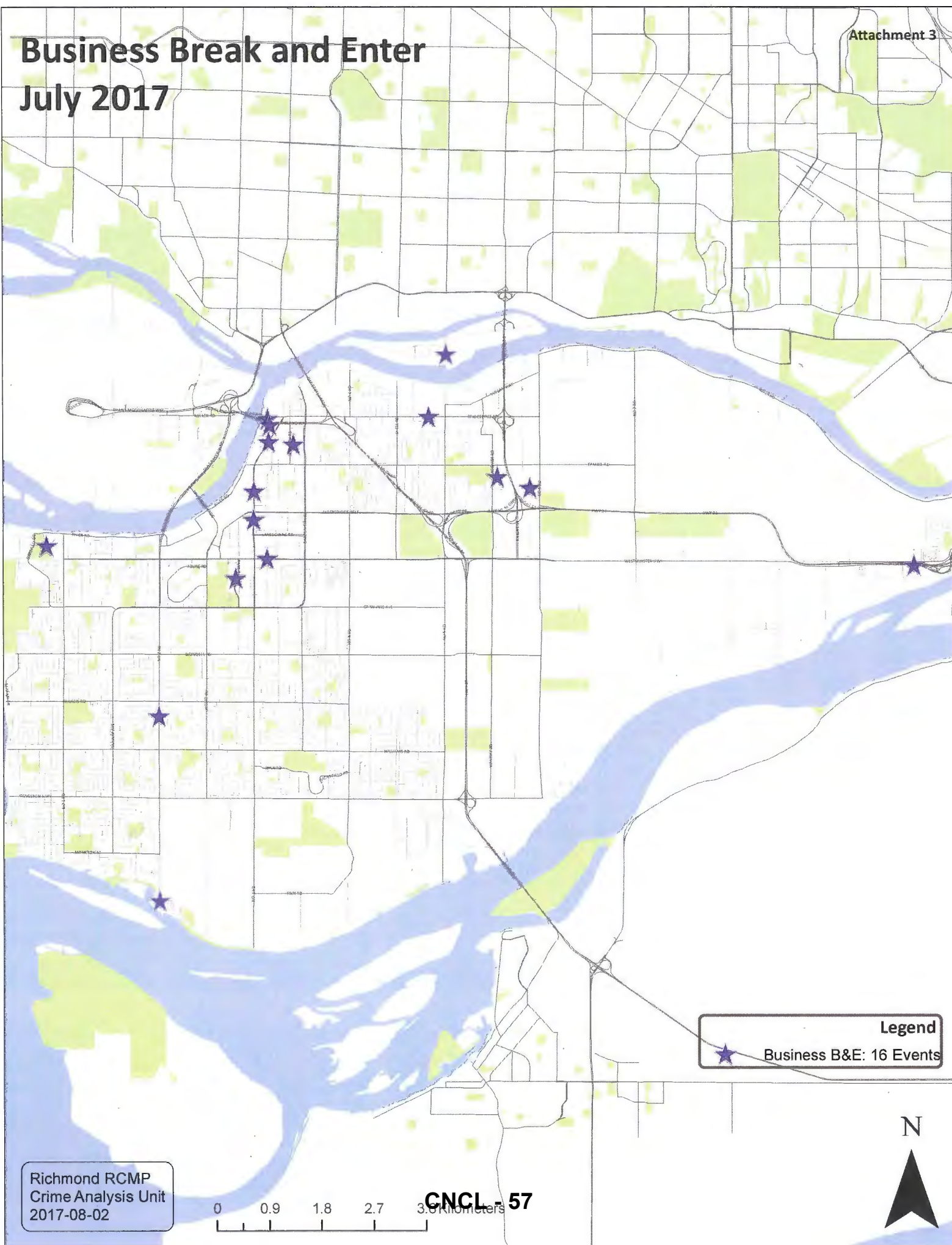
	Month	5-Yr Avg	5-Yr Range	Year to Date Totals			
	July-17	July		2016	2017	% Change	# Change
VIOLENT CRIME (UCR 1000-Series Offences)	105	106.2	105-108	844	793	-6%	-51
Robbery <small>UCR 1610 (1-3)</small>	2	4.8	2-8	57	31	-46%	-26
Assault Common <small>UCR 1430</small>	40	42.8	38-48	286	276	-3%	-10
Assault Serious <small>UCR 1410, 1420</small>	19	9.8	7-13	76	87	14%	11
Sexual Offences <small>UCR 1345, 1330, 1358, 1310</small>	7	5.6	4-7	52	40	-23%	-12
PROPERTY CRIME (UCR 2000-Series Offences)	550	655.8	599-713	4953	4538	-8%	-415
Business B&E <small>UCR 2120-1</small>	16	32.4	22-42	195	241	24%	46
Residential B&E <small>UCR 2120-2</small>	24	55.0	43-67	359	379	6%	20
Auto Theft <small>UCR 2135 (1-10), 2178</small>	34	24.2	15-33	214	187	-13%	-27
Theft from Auto <small>UCR 2132, 2142</small>	138	163.6	118-209	1583	1212	-23%	-371
Theft <small>UCR 2130, 2140</small>	68	127.2	114-140	720	668	-7%	-52
Shoplifting <small>UCR 2133, 2143</small>	38	62.6	54-71	499	354	-29%	-145
Fraud <small>UCR 2160 (all), 2165, 2166</small>	64	59.4	45-74	493	540	10%	47
OTHER CRIMINAL CODE (UCR 3000-Series Offences)	226	203.4	189-218	1326	1202	-9%	-124
Arson <small>UCR 1825, 2110</small>	4	5.2	3-8	37	25	-32%	-12
SUBTOTAL CC OFFENCES (UCR 1000 to 3000 Series)	881	965.4	907-1023	7123	6533	-8%	-590
DRUGS (UCR 4000-Series Offences)	49	64.8	55-75	498	428	-14%	-70
MHA RELATED CALLS (MHA files or Mental Health flag)	98	111.8	102-122	797	834	5%	37

Prepared by Richmond RCMP Crime Analysts.

Data collected from PRIME on 2017-08-02. Published 2017-08-02.

This data is operational and subject to change. This document is not to be copied, reproduced, used in whole or part or disseminated to any other person or agency without the consent of the originator(s).

Business Break and Enter July 2017



Richmond RCMP
Crime Analysis Unit
2017-08-02

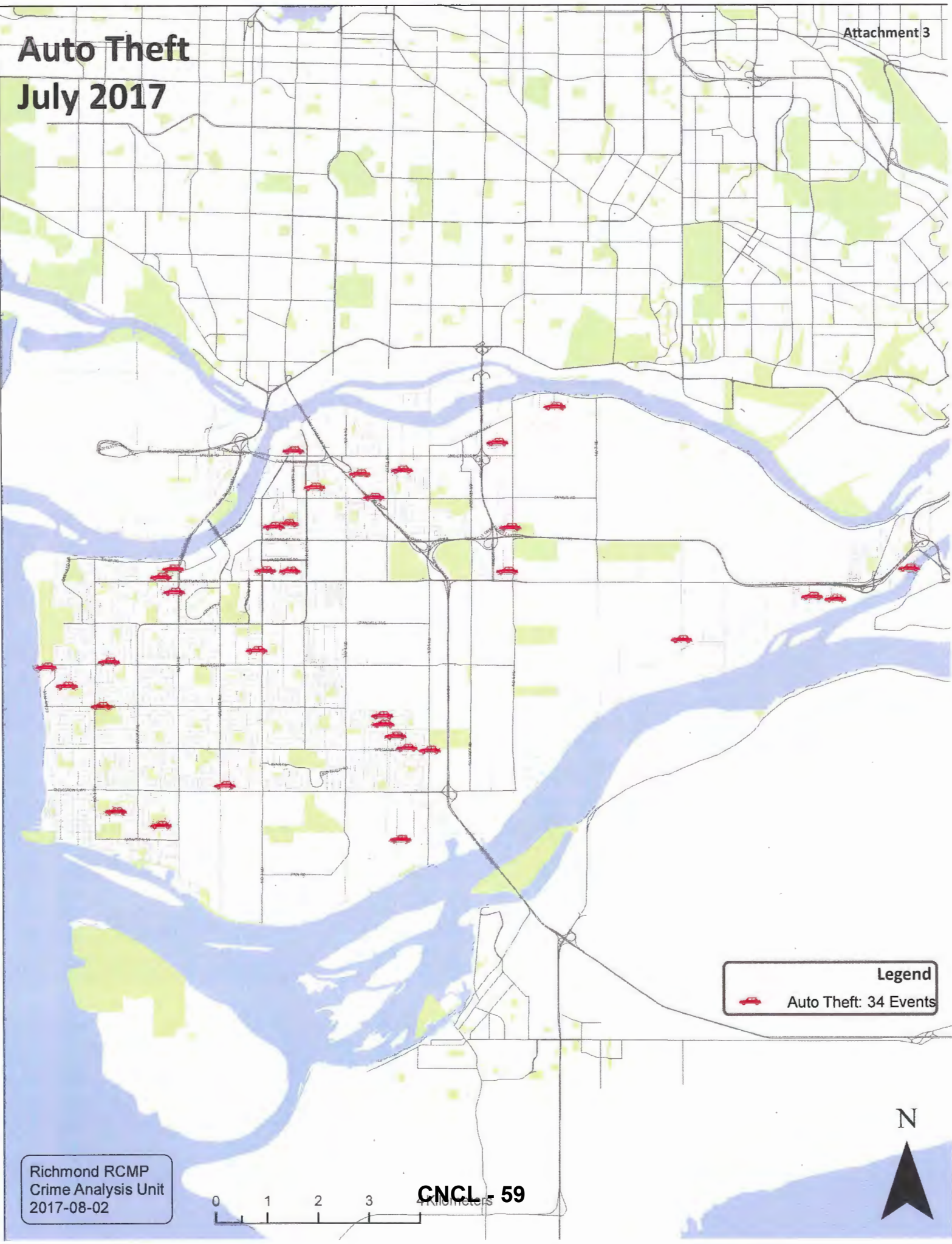
0 0.9 1.8 2.7 3.6 Kilometers

CNCL - 57

Legend
★ Business B&E: 16 Events



Auto Theft July 2017



Legend
Auto Theft: 34 Events

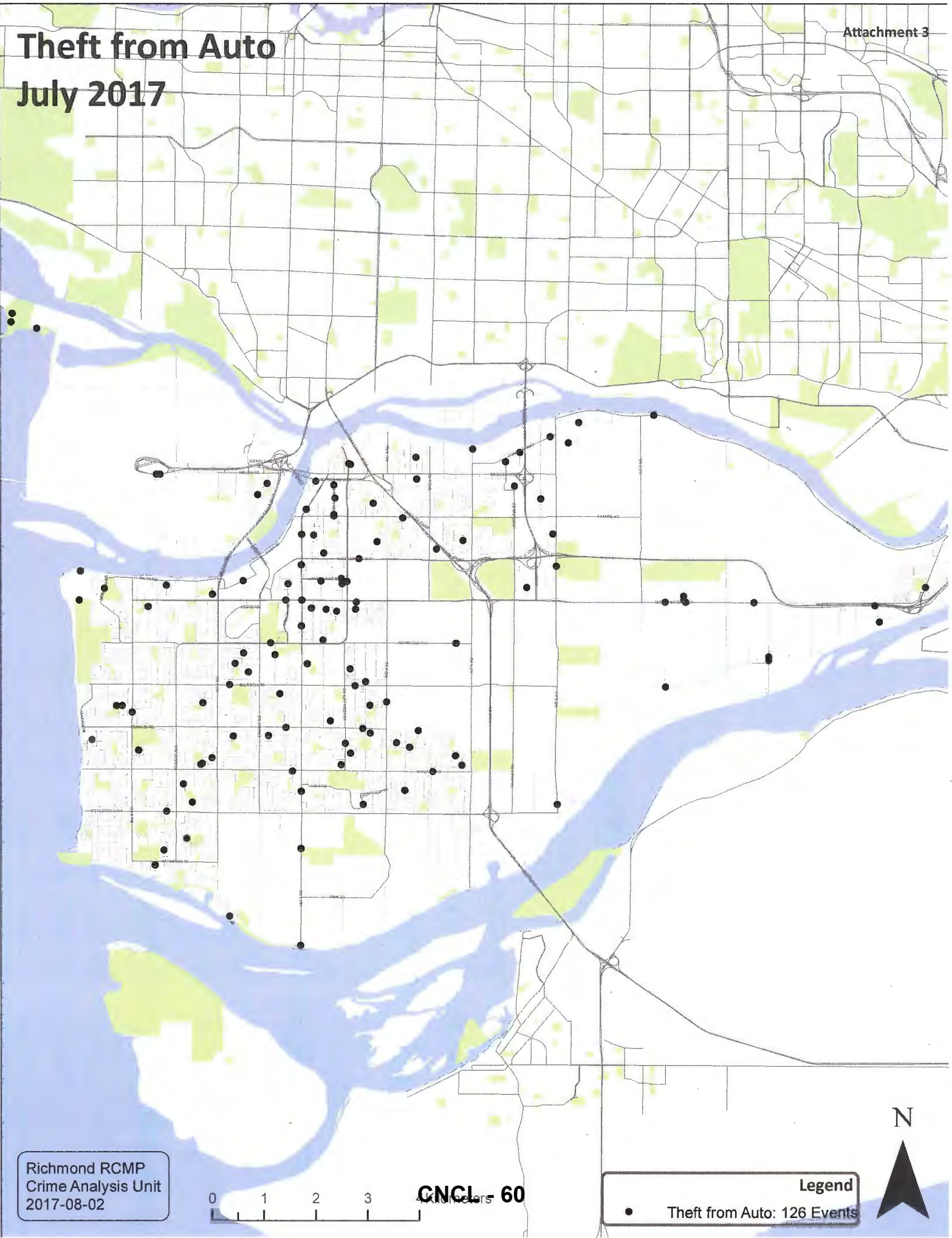
Richmond RCMP
Crime Analysis Unit
2017-08-02

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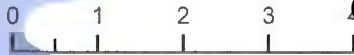
CNCL - 59



Theft from Auto July 2017



Richmond RCMP
Crime Analysis Unit
2017-08-02




CNCL - 60

Legend

- Theft from Auto: 126 Events



July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
 <p>Legend 911 FALSE 911 false/abandoned ASSAULT assaults AUTO THFT auto theft B&E BUS Break and Enter - Business B&E OTH Break and Enter - Other B&E RES Break and Enter - Residential DISTURB Cause Disturbance MHA Mental Health Act BYLAW Municipal Bylaw THEFT Other Theft U/5000 TFA Theft from Vehicle WEAPONS Weapons Offences GO Total General Occurrence</p>						<p>1</p> <p>911 FALSE 2 ASSAULT AUTO THFT 1 B&E BUS B&E OTH B&E RES DISTURB 12 MHA 5 BYLAW 5 THEFT 5 TFA 2 WEAPONS TOTAL GO 136</p>
<p>2</p> <p>911 FALSE 4 ASSAULT 2 AUTO THFT 3 B&E BUS B&E OTH B&E RES 1 DISTURB 6 MHA 4 BYLAW 6 THEFT 1 TFA WEAPONS 3 TOTAL GO 109</p>	<p>3</p> <p>911 FALSE 7 ASSAULT 3 AUTO THFT 2 B&E BUS 1 B&E OTH B&E RES 1 DISTURB 5 MHA 4 BYLAW 2 THEFT 4 TFA 3 WEAPONS TOTAL GO 114</p>	<p>4</p> <p>911 FALSE 5 ASSAULT 3 AUTO THFT 1 B&E BUS 1 B&E OTH 2 B&E RES DISTURB 7 MHA BYLAW 3 THEFT 3 TFA 5 WEAPONS TOTAL GO 138</p>	<p>5</p> <p>911 FALSE 3 ASSAULT 3 AUTO THFT 1 B&E BUS 1 B&E OTH B&E RES DISTURB 6 MHA 2 BYLAW 4 THEFT 3 TFA 7 WEAPONS 1 TOTAL GO 120</p>	<p>6</p> <p>911 FALSE 3 ASSAULT AUTO THFT 3 B&E BUS B&E OTH 1 B&E RES 2 DISTURB 7 MHA 4 BYLAW 7 THEFT TFA 10 WEAPONS 1 TOTAL GO 113</p>	<p>7</p> <p>911 FALSE 2 ASSAULT 2 AUTO THFT 1 B&E BUS 2 B&E OTH B&E RES 2 DISTURB 5 MHA 1 BYLAW 4 THEFT 3 TFA 4 WEAPONS TOTAL GO 121</p>	<p>8</p> <p>911 FALSE 7 ASSAULT 2 AUTO THFT B&E BUS 1 B&E OTH B&E RES 2 DISTURB 5 MHA 4 BYLAW 5 THEFT 1 TFA 1 WEAPONS 2 TOTAL GO 101</p>
<p>9</p> <p>911 FALSE 4 ASSAULT 3 AUTO THFT B&E BUS B&E OTH B&E RES 4 DISTURB 7 MHA BYLAW 9 THEFT 3 TFA 6 WEAPONS 2 TOTAL GO 102</p>	<p>10</p> <p>911 FALSE 5 ASSAULT 3 AUTO THFT 1 B&E BUS B&E OTH 1 B&E RES 1 DISTURB 4 MHA BYLAW 3 THEFT 2 TFA 6 WEAPONS TOTAL GO 134</p>	<p>11</p> <p>911 FALSE 1 ASSAULT AUTO THFT 1 B&E BUS B&E OTH B&E RES 1 DISTURB 6 MHA 4 BYLAW 2 THEFT 1 TFA 5 WEAPONS 2 TOTAL GO 110</p>	<p>12</p> <p>911 FALSE 4 ASSAULT 1 AUTO THFT 1 B&E BUS 1 B&E OTH B&E RES DISTURB 5 MHA 3 BYLAW 2 THEFT 6 TFA 2 WEAPONS 1 TOTAL GO 130</p>	<p>13</p> <p>911 FALSE 5 ASSAULT 2 AUTO THFT 2 B&E BUS B&E OTH B&E RES DISTURB 3 MHA 3 BYLAW 3 THEFT TFA 9 WEAPONS 1 TOTAL GO 131</p>	<p>14</p> <p>911 FALSE 5 ASSAULT 6 AUTO THFT 1 B&E BUS 1 B&E OTH B&E RES 4 DISTURB 6 MHA 3 BYLAW 5 THEFT 1 TFA 6 WEAPONS TOTAL GO 126</p>	<p>15</p> <p>911 FALSE 5 ASSAULT 6 AUTO THFT 1 B&E BUS 1 B&E OTH B&E RES 4 DISTURB 6 MHA 3 BYLAW 5 THEFT 1 TFA 6 WEAPONS TOTAL GO 126</p>
<p>16</p> <p>911 FALSE 4 ASSAULT 2 AUTO THFT 4 B&E BUS B&E OTH B&E RES DISTURB 10 MHA 2 BYLAW 10 THEFT 2 TFA 8 WEAPONS TOTAL GO 123</p>	<p>17</p> <p>911 FALSE 6 ASSAULT AUTO THFT 1 B&E BUS 1 B&E OTH B&E RES 1 DISTURB 5 MHA 1 BYLAW 3 THEFT 3 TFA 3 WEAPONS 2 TOTAL GO 119</p>	<p>18</p> <p>911 FALSE 3 ASSAULT 2 AUTO THFT 1 B&E BUS 1 B&E OTH B&E RES 2 DISTURB 4 MHA 2 BYLAW 5 THEFT 1 TFA 7 WEAPONS TOTAL GO 111</p>	<p>19</p> <p>911 FALSE 10 ASSAULT 2 AUTO THFT 2 B&E BUS B&E OTH 1 B&E RES 5 DISTURB 4 MHA 2 BYLAW 5 THEFT 2 TFA 3 WEAPONS TOTAL GO 120</p>	<p>20</p> <p>911 FALSE 4 ASSAULT 3 AUTO THFT 1 B&E BUS B&E OTH 1 B&E RES 1 DISTURB 5 MHA 3 BYLAW 4 THEFT 3 TFA 4 WEAPONS 1 TOTAL GO 122</p>	<p>21</p> <p>911 FALSE 8 ASSAULT 2 AUTO THFT 2 B&E BUS B&E OTH B&E RES 1 DISTURB 9 MHA 4 BYLAW 4 THEFT 3 TFA 4 WEAPONS TOTAL GO 133</p>	<p>22</p> <p>911 FALSE 8 ASSAULT 3 AUTO THFT 2 B&E BUS 1 B&E OTH B&E RES DISTURB 4 MHA 5 BYLAW 9 THEFT 3 TFA 3 WEAPONS TOTAL GO 124</p>
<p>23</p> <p>911 FALSE 3 ASSAULT 2 AUTO THFT 2 B&E BUS B&E OTH 1 B&E RES DISTURB 5 MHA 1 BYLAW 1 THEFT 4 TFA 5 WEAPONS 1 TOTAL GO 99</p>	<p>24</p> <p>911 FALSE 1 ASSAULT 3 AUTO THFT 1 B&E BUS 1 B&E OTH B&E RES DISTURB 4 MHA 1 BYLAW 2 THEFT 5 TFA 4 WEAPONS TOTAL GO 105</p>	<p>25</p> <p>911 FALSE 10 ASSAULT 2 AUTO THFT B&E BUS B&E OTH B&E RES 2 DISTURB 2 MHA 7 BYLAW 5 THEFT 4 TFA 7 WEAPONS 3 TOTAL GO 152</p>	<p>26</p> <p>911 FALSE 3 ASSAULT 2 AUTO THFT 1 B&E BUS B&E OTH B&E RES DISTURB 2 MHA 1 BYLAW 5 THEFT 3 TFA 5 WEAPONS 1 TOTAL GO 121</p>	<p>27</p> <p>911 FALSE 4 ASSAULT 3 AUTO THFT 2 B&E BUS 2 B&E OTH B&E RES 2 DISTURB 2 MHA 5 BYLAW 5 THEFT TFA 5 WEAPONS 3 TOTAL GO 133</p>	<p>28</p> <p>911 FALSE 4 ASSAULT 2 AUTO THFT 1 B&E BUS B&E OTH 1 B&E RES DISTURB 3 MHA 4 BYLAW 5 THEFT 4 TFA 4 WEAPONS 1 TOTAL GO 132</p>	<p>29</p> <p>911 FALSE 5 ASSAULT 3 AUTO THFT 3 B&E BUS B&E OTH B&E RES 1 DISTURB 3 MHA 3 BYLAW 11 THEFT 3 TFA 3 WEAPONS 4 TOTAL GO 134</p>
<p>30</p> <p>911 FALSE 7 ASSAULT 2 AUTO THFT 3 B&E BUS 2 B&E OTH 1 B&E RES DISTURB 5 MHA 3 BYLAW 4 THEFT TFA 10 WEAPONS 2 TOTAL GO 129</p>	<p>31</p> <p>911 FALSE 2 ASSAULT 2 AUTO THFT 5 B&E BUS 1 B&E OTH 1 B&E RES 1 DISTURB 6 MHA 2 BYLAW 6 THEFT 5 TFA 7 WEAPONS TOTAL GO 116</p>	<p>Statistics Run on 2017-08-02 Prepared by Richmond RCMP Crime Analysts. This data is operational and subject to change. This document is not to be copied, reproduced, used in whole or part or disseminated to any other person or agency without the consent of the originator(s).</p> <p>These statistics are based on UCR primary scoring only.</p> <p>*All CCJS are included (assistance, information, prevention, unsubstantiated, unfounded). Street Checks, Tickets, and non-GO calls have not been calculated.</p>				

2017-2018 Richmond RCMP Annual Performance Plan

First Quarter Results (April 1 to June 30, 2017)

Origin

On April 11, 2017, Richmond City Council adopted the priorities as listed in the report “2017-2018 RCMP Richmond Detachment Annual Performance Plan – Community Priorities” dated March 6, 2017.

The priorities selected were:

1. Property Crime
2. Organized Crime – Drug offences
3. Vulnerable Persons Unit (Mental Health, High Risk Missing Persons, Domestic Violence)

This first quarter report provides progress updates on the priorities, and stipulates work plans to achieve the objectives.

Analysis

Community Priority 1: Property Crime

Objective

- i. A two percent reduction in total property crimes from the last five year’s average totals of 7,946¹. The goal is to remain below 7,787 total property crime offences.

Actions and Initiatives

1. Richmond RCMP Crime Reduction Meetings
 - A representative from each unit in the Detachment attends the Crime Reduction Meeting that is held every 28 days. Crime hot spots are identified through analyzed statistics and trends. Uniformed units take ownership of the problem to increase visibility and enforcement in the identified locations, while plainclothes police officers conduct proactive surveillance on known offenders. Each unit shares best practices, success, and intelligence at the next meeting.

¹ Updated with statistics for the last quarter of fiscal 2016-2017. The number in the 2017-2018 Richmond RCMP Detachment Annual Performance Plan – Community Priorities dated March 6, 2017 was based on an estimation for the last quarter.

2. To monitor and suppress prolific property crime offenders
 - Targeted surveillance was conducted on prolific offenders who are either committing a new offence or breaching their probation and bail conditions.
 - The Prolific Offender Suppression Team (POST) monitors files that General Duty personnel (GD) created related to prolific offenders. When a suspect is identified with multiple files, POST co-ordinates the files. The coordinated files are then forwarded in a single Report To Crown Counsel with several charges. Submitting multiple charges against one individual has resulted in lengthier incarceration periods for offenders.
 - POST liaises with Crown Counsel to have the wording of a subject's release condition amended upon his arrest. This allows police to breach the subject when involved in future criminal activities.

3. To monitor problem residences and homeless camps
 - Richmond RCMP continues to work with Richmond Fire Rescue to have abandoned residences secured to prevent illegal use by vagrants.

4. To reduce Commercial and Residential Break and Enters, Mail Theft, Bicycle Theft, Shoplifting/Organized Retail Theft, Theft from Automobiles, and Theft of Vehicles
 - Ongoing effort to partner with the local Loss Prevention Officers and businesses in the central core to combat Commercial Break and Enters.
 - GPS-equipped bail mail has been distributed throughout the city.
 - Two bait bicycles were deployed.
 - A bait car was deployed to high theft areas.
 - Crime Prevention Unit was deployed to areas impacted by bike thefts. Bicycle owners have been encouraged to register their bikes on Project 529. Cost free registrations remain available at the three Community Police Offices.

5. Collaboration with external stakeholders
 - Regular meetings were scheduled with Canada Post Security and Investigations to discuss local efforts to curb mail theft. Strata and property managers have been encouraged to purchase mailboxes endorsed by Canada Post, or to target harden existing mailboxes with upgrades such as lock bars, reinforced lock mechanisms, and customized cage enclosures.
 - A new communication protocol with Tourism Richmond was developed to target property crime activities.

6. Mobilization of volunteers

- Community volunteers were deployed on bicycles, on foot and in vehicles to patrol areas for suspicious activities. A total 83 community volunteers contributed 721 volunteer hours for this initiative.
- Volunteers were also deployed to distribute Lock Out Auto Crime prevention notices. A total of 2,821 notices were issued.

Quarter 1 Property Crime Progress Update Results

- Four prolific property crime offenders were arrested as a result of the zero tolerance policy adopted by the Detachment. Two of the four have been sporadically in custody over the past quarter and two have entered rehabilitation programs.
- Surveillance on a suspect acting suspiciously led to an arrest when the subject was in the process of committing a theft-from-auto.
- Three theft-from-auto suspects were arrested.
- Charges of trespass by night were forwarded against an accused who was observed on video testing door handles and looking into vehicles in the driveway of a homeowner.
- Nine suspects were arrested for Break and Enter crimes.
- Seven suspects were charged with mail theft. Two of the suspects are believed to be multi-jurisdictional mail theft offenders.
- Two subjects were arrested for possession of stolen vehicles. The vehicles were being used to assist in the commission of Break and Enters and mail theft.
- On June 22, 2017 at the Joint Operations Team meeting, three problem residences were removed from the list as they are no longer active.
- A new info sharing protocol with Tourism Richmond resulted in the location of an outstanding property crime target, who was using a local hotel as a criminal “base of operations”.
- On May 18, 2017 at a Police Week event, 70 bikes were registered under Project 529.

The following table outlines the total property crime files for each quarter of 2016-2017 and 2017-2018:

Quarter	Date Range	Total Property Crime Files 2016-2017	Total Property Crime Files 2017-2018	Quarterly Goal 2017-2018
1	Apr. 1 – Jun. 30	2,057	1,868	1,947 ²
2	Jul. 1 – Sept. 30	1,944		3,893
3	Oct. 1 – Dec. 31	1,839		5,848
4	Jan. 1 – Mar. 31	2,163		7,797
Total		8,003		

Source: Richmond Detachment PRIME Statistic July 26, 2017.

There were 1,868 total property crime files for the first quarter of fiscal 2017-2018. This represents a nine per cent decline from the same period in the previous fiscal year. The number of total property crime in the first quarter was on pace with the quarterly goal of 1,947 or below for fiscal 2017-2018.

Community Priority 2: Organized Crime – Drug Offences

Objectives

- i. A five per cent increase in total drug offences from the last five years average totals of 747³. The goal is to have more than 784 total drug offence.
- ii. Deliver DARE to every fifth grade class in the Richmond School District.

Actions and Initiatives

1. Drug Abuse Resistance Education Program (DARE)
 - In partnership with the Richmond School District and local private schools, Richmond RCMP delivers the DARE program to approximately 1,700 fifth graders each year.
2. Youth Intervention Program (YIP)
 - YIP provides assessment, counselling and/or referral services to youth who are 17 years and younger identified and referred by police as having actual or potential conflicts with the law. The program prevents and reduces the incidents of youth involved crime through intervention and Richmond School District partnerships.

² In order to achieve the goal of remaining below 7,787 total property crime offences for fiscal 2017-2018, the goal for the first quarter is to have 1,947 or less property crime files.

³ Updated with statistics for the last quarter of fiscal 2016-2017. The number in the 2017-2018 Richmond RCMP Detachment Annual Performance Plan – Community Priorities dated March 6, 2017 was based on an estimation for the fiscal last quarter.

3. Proactive gang enforcement and suppression

- A combination of uniform and plainclothes gang patrols were conducted. Many local merchants were contacted and advised of the patrol, with the goal of improving communication between police and the community.
- The selection of gang patrol locations was based on strategically identified crime statistics where criminals are known to congregate. Officer presence at these locations was expected to provide a deterrence to violence and criminal behaviour.
- The patrols are anticipated to increase in the next six months as a result of a pilot project. It is expected that there will be increased coverage during the week and on select weekends. Police will be present at large community events in the summer and fall.
- Patrols were conducted at bars, restaurants, licensed body rub parlours, karaoke bars and internet cafes.
- Ongoing surveillance was conducted at a suspected illegal liquor distributor.
- Ongoing investigation was also conducted at an illegal gaming house.

4. Drug investigations

- Drug investigations on individuals and groups engaged in drug trafficking have led to arrests and charges.

Quarter 1 Organized Crime – Drug Offences Progress Update Results

- The third and final term of DARE for the 2016-2017 school year was marked by numerous graduation ceremonies. The program was delivered to approximately 1,700 fifth graders this year. A graduate student was also the recipient of the DARE B.C. Citizenship award.
- There were 23 youths referred to the Youth Intervention Program (YIP). For those who attended YIP, four received drug counselling.
- A drug trafficking investigation file on a marihuana dispensary led to a court-order shutdown of the operation in June. The order from the Supreme Court now enables the Richmond RCMP arrest and remove any person who is contravening the order.
- Three individuals were charged for drug offences. Offences included trafficking of fentanyl.
- One individual was charged for firearm offences.
- Several vehicles were seized as a result of drug offences.
- One individual was arrested for trafficking cocaine, methamphetamine, and heroin.
- A drug trafficking investigation at Canada Post's YVR location resulted in a significant amount of marihuana being seized from an illegal marihuana dispensary mail order operation.

The following table outlines the total drug offences for each quarter of 2016-2017 and 2017-2018:

Quarter	Date Range	Total Drug Offences 2016-2017	Total Drug Offences 2017-2018	Quarterly Goal 2017-2018
1	Apr. 1 – Jun. 30	262	218	196 ⁴
2	Jul. 1 – Sept. 30	207		392
3	Oct. 1 – Dec. 31	163		588
4	Jan. 1 – Mar. 31	189		784
Total		821		

Source: Richmond Detachment PRIME Statistics July 26, 2017.

There was a total of 218 drug offences for the first quarter of fiscal 2017-2018. Compared to the number of files in the same quarter of last fiscal year, this represents a 16 per cent decline. Successful initiatives for this objective would lead to increased police enforcement activities, and result in increased detection of drug offences. The number of total drug offences in the first quarter was on pace with the quarterly goal of 196 or more for fiscal 2017-2018.

Community Priority 3: Vulnerable Persons Unit (Mental Health, High Risk Missing Persons, Domestic Violence)

Objectives

Reduce crimes against vulnerable persons

- i. A five percent reduction in mental health related calls for service using 2016-2017 as the baseline year. The goal is to remain below 1,318⁵ mental health incidents.
- ii. A ten per cent reduction in mental health related high volume individuals⁶. The goal is to have at least seven⁷ individuals removed from the list of 67⁸ individuals.

⁴ In order to achieve the goal to have more than 784 total drug offences for fiscal 2017-2018, the goal for the first quarter is to have 196 or more drug offences.

⁵ Updated with statistics for the last quarter of fiscal 2016-2017. The number in the 2017-2018 Richmond RCMP Detachment Annual Performance Plan – Community Priorities dated March 6, 2017 was based on an estimation for the last quarter.

⁶ Offenders with three or more negative role codes in mental health related calls.

⁷ A ten per cent of 67 individual is seven.

⁸ 58 individuals were used as the baseline (February 8, 2017) for the 2017-2018 Richmond RCMP Detachment Annual Performance Plan – Community Priorities dated March 6, 2017. A target of six (10 per cent) was set for 2017-2018. The number is updated with statistics as of 2016-2017 fiscal year end. Based on the updated statistic of 67 individual, the target would be seven.

Actions and Initiatives

1. Reduce recidivism through the Wrap Around Project

The Wrap Around Project refers to an intensive outreach model in that multi-disciplinary community partners work cohesively to provide tailor-made resources and assistance to clients in crisis on a long-term care basis. These clients typically suffer from mental illness and/or they have substance misuse/addiction problems.

2. Crisis Intervention and De-escalation (CID) Training

CID training will enable police officers to recognize signs of a mental illness, and, in particular, when the person is acting in a manner likely to endanger his/her safety or the safety of others. Officers will also learn proper techniques to de-escalate mental health generated incidents and minimize risks associated with clients displaying at-risk behaviours.

This initiative will augment the resources of the current Vulnerable Persons Unit (VPU), which currently has four positions. Uniformed and plainclothes police officers from various units have been identified and approved for this one-day CID training session. Keynote speakers from external partner agencies such as Mental Health Emergency Services, Pathways Clubhouse, Crown Counsel, Richmond Mental Health Team, and the Anne Vogel Clinic will provide insight by sharing their knowledge and experience. Trained police officers will be the first responders for mental health related calls.

Richmond RCMP is committed to have at least two police officers from each General Duty Watch and from specialty sections trained in CID. A total of 20 police officers should be trained by March 31, 2018.

3. Refresher course on the applications of the Mental Health Act

Four morning training sessions were held in June on the Mental Health Act (MHA). The objective was to refresh police officer knowledge of the legislation and its application for effective interactions with individuals suffering from mental health issues.

4. Partnerships with external stakeholders

VPU has been attending monthly meetings with representatives from the Emergency Unit, Psychiatric Unit, and the Mental Health Emergency Services at the Richmond General Hospital to foster inter-agencies collaboration.

In May, alongside 23 other community partner agencies, VPU participated as an exhibitor at the “2017 Spring Connecting The Dots” event. The event was a resource fair for immigrant and newcomer families for services related to health and safety, mental health, and addiction.

Quarter 1 Vulnerable Persons Progress Update Results

1. A homeless elderly male, who lived on the streets and who had been the subject of numerous contacts with police since 2013, was provided with accommodation. He has since received on-going support for his deteriorating condition.
2. A high-risk youth male, who had generated 35 files since November 2016, was identified by the Wrap Around Project. He has since been the subject of ongoing case conferences. A care team was created and a police best practice response policy established. Police are spending less time, as a result, on the calls due to the established policy.

The following table outlines the total mental health related calls for service for each quarter of 2016-2017 and 2017-2018:

Quarter	Date Range	Mental Health Related Calls 2016-2017	Mental Health Related Calls 2017-2018	Quarterly Goal 2017-2018
1	Apr. 1 – Jun. 30	358	370	330 ⁹
2	Jul. 1 – Sept. 30	309		659
3	Oct. 1 – Dec. 31	396		989
4	Jan. 1 – Mar. 31	324		1,318
Total		1,387		

Source: Richmond Detachment PRIME Statistics July 26, 2017.

There were 370 mental health related calls in the first quarter. The number of files is slightly higher when compared to the same period of the last fiscal year. The first quarter mental health related calls is also higher than the quarterly goal of 330 for fiscal 2017-2018.

Richmond RCMP continues to work on reducing mental health related high volume individuals from the list of 67 to 60. As of June 30, 2017, the list of 67 was reduced to 23. The removal of 44 individuals represents a quarterly reduction of 65 per cent against the fiscal benchmark of seven individuals. The list of mental health related high volume individuals remains to be volatile from quarter to quarter. An individual who came off the list at one quarter may reappear on the list in the next quarter. As such, an account at the fiscal year end for this objective should be more representative and realistic.

⁹ In order to achieve the goal of remaining below 1,318 mental health related calls for fiscal 2017-2018, The goal for the first quarter is to have 330 or less mental health related calls.

Conclusion

Richmond RCMP is currently on target for two of the three priorities established in the 2017-2018 Annual Performance Plan.

With various initiatives in place to support the Community Priorities, Richmond RCMP remains committed to reaching targets established for the 2017-2018 Annual Performance Plan.



To: Community Safety Committee **Date:** August 28, 2017
From: Cecilia Achiam, MCIP, BCSLA **File:** 09-5125-00/Vol 01
 General Manager, Community Safety (16.07)
Re: **Emergency Management Organization Establishment Bylaw No. 9232**

Staff Recommendation

That Emergency Management Organization Establishment Bylaw No. 9232 be introduced and given first, second and third reading.

Cecilia Achiam MCIP, BCSLA
 General Manager, Community Safety
 (604-276-4122)

Att. 1

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Finance Division	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

This report presents an updated Emergency Management Organization Establishment Bylaw No. 9232 to replace the existing Emergency Management Organization Establishment Bylaw No. 7898. The proposed bylaw reduces the number of committee layers found in the current bylaw, establishes an effective emergency management organization for the City of Richmond and creates flexibility for the City to respond to emergencies where the expenditure of funds is required.

This report supports Council's Term "Goal 1: Safe Community":

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

Analysis

Emergency Management Organization

Section 6 (3) of the Emergency Program Act (the "Act") states:

"A local authority that is a municipal council or the board of a regional district must establish and maintain an emergency management organization to develop and implement emergency plans and other preparedness, response and recovery measures for emergencies and disasters..."

The current Emergency Management Organization Bylaw 7898 has been in effect since 2005 and established an emergency management organization comprised of five layers of committees or groups. This multi layering of the emergency management organization is unnecessarily complex and not reflective of current best practice or requirements.

The proposed Emergency Management Organization Bylaw 9232 will be comprised of an Emergency Operations Committee and an Emergency Planning Committee.

The proposed bylaw more clearly articulates the responsibilities of the Emergency Planning Committee, chaired by the Chief Administrative Officer, or in his absence the Deputy Chief Administrative Officer or their designates, to meet the requirements of the legislation. This includes:

- Requiring an Emergency Plan,
- Annually reviewing and updating the Emergency Plan,
- Regulating the practices and procedures of the Emergency Management Organization,
- Providing training and exercises,
- Arranging meetings with the Emergency Operations Committee,
- Annually submitting a budget,
- Subject to Council's approval, negotiating agreements for mutual aid and resources for disasters, and other similar duties.

The Emergency Planning Committee will be composed of a diverse group of staff with key outside agencies such as the Richmond School District, British Columbia Ambulance Service, Vancouver Coastal Health and other agencies each bringing their perspective to the planning function.

The proposed bylaw identifies Emergency Operations Committee members, chaired by the Chief Administrative Officer (CAO). Member composition, in the proposed bylaw, is similar to that in the current bylaw but updated to reflect organizational changes. In the CAO's absence the Deputy Chief Administrative Officer, or their designate, is responsible for implementing the Emergency Plan and coordinating and directing the City's operations in response to an emergency or disaster.

Declaration of State of Local Emergency

The Act provides that a local authority may declare a state of local emergency through bylaw or resolution. In the event that it is not possible to assemble a quorum of Council on a timely basis, and provided the Mayor has made best efforts to obtain the consent of the other members of Council, the Mayor may make an order for the declaration.

A declaration of a state of local emergency enables local authorities to exercise emergency powers to prevent, respond to or alleviate the effects of an emergency or disaster. These include the use of private property, requiring people to assist, the control or prohibition of travel, evacuation, construction of works or demolition of property and the setting of prices or rationing of supplies. The delegation of use of these extraordinary emergency powers would need to occur at the time of or just after the declaration of a state of local emergency and this remains unchanged from the current bylaw. The local authority remains responsible for the use of the emergency powers by any person or agency authorized to act on its behalf in accordance with the Act.

Expenditure of Funds for an Emergency

Unlike other expenditures, the *Community Charter* provides that emergency expenditures may be made even if not contemplated in the then current financial plan.

The current bylaw provides the following spending delegation to:

- a) up to and including \$250,000 at the discretion of the Chief Administrative Officer; and
- b) \$250,001 and above, at the discretion of the Chief Administrative Officer in consultation with any two General Managers of the City

The proposed spending delegation recognizes that the potential exists for significant response costs in addressing an emergency or disaster and provides flexibility. For example, in the City of Calgary during their 2013 flood, the expenditures in the first 24 hours were \$1M. This level of expenditure is typical for a major emergency.

The proposed bylaw provides that the Mayor or Council must have declared a state of local emergency for the following delegations to authorize expenditures in order of availability:

- a) Up to and including \$1,000,000:
 - i. The Chief Administrative Officer, General Manager, Finance and One Additional General Manager; then
 - ii. The Chief Administrative Officer, General Manager, Finance and General Manager, Community Safety; then
 - iii. The Deputy Chief Administrative Officer and One of the General Managers; then
 - iv. General Manager, Finance and any one General Manager; then
 - v. A minimum of any 2 General Managers.
- b) In excess of \$1,000,001:
 - i. The Chief Administrative Officer and the Deputy Chief Administrative Officer; then
 - ii. The designate of the Chief Administrative Officer and the designate of the Deputy Chief Administrative Officer; then
 - iii. The Chief Administrative Officer or his or her designate and any General Manager or their designates; then
 - iv. The Deputy Chief Administrative Officer or his or her designate together with any General Manager or their designates.

However, the respective department will be fully responsible for the amounts incurred, including controls and details. The bylaw provides there is a requirement for a full review and disclosure to Council after the cancellation of the declaration of the state of emergency. The General Manager, Finance, and Corporate Services will provide information on the expenditures incurred by each respective department. Reimbursement may be sought from the Province and other entities for funds expended.

If there is no declared emergency, but simply a large scale event, the Officer and General Manager Bylaw No. 8215 delegates spending authority to staff which could be used to address lesser emergent situations, but such spending would need to be within the current financial plan.

The Procurement Policy provides for emergency purchases that cannot be accommodated within the Financial Plan under the authority of the appropriate General Manager, with a requirement to later report the purchases to Council and the subsequent amendment of the Financial Plan to include the expenditure and funding source. The proposed bylaw delegates a higher spending authority than the amounts cited in the Officer and General Manager Bylaw No. 8215 for emergency expenditures only, however the requirements to subsequently report the purchases to Council and amend the Financial Plan to include the corresponding expenditures and funding sources remain.

August 28, 2017

- 5 -

Financial Impact

None.

Conclusion

The proposed bylaw streamlines the emergency management organization into an emergency planning committee responsible for policy, guidance, and direction for planning and an emergency operations committee responsible for emergency response. This restructuring will provide effective governance for emergency planning and response.



Norman Kotze
A/ Manager, Emergency Programs
(604-244-1211)

NK:nk
Att. 1: Emergency Management Organization Bylaw No. 9232



**Emergency Management Organization
Establishment Bylaw No. 9232**

The Council of the City of Richmond enacts as follows:

PART ONE: EMERGENCY MANAGEMENT ORGANIZATION

1.1 Establishment

1.1.1 For the purposes of the **Emergency Program Act (Act)**, an Emergency Management Organization for the **City** is hereby established and shall comprise of:

- (a) the Emergency Planning Committee; and
- (b) the Emergency Operations Committee.

PART TWO: EMERGENCY PLANNING COMMITTEE

2.1 Duties and Responsibilities

2.1.1 The Emergency Planning Committee is responsible for providing policy guidance and direction on **emergency** and **disaster** management matters for the **City**, including:

- (a) preparing the **emergency plan**;
- (b) periodically reviewing and updating the **emergency plan**;
- (c) making and amending rules for regulating the practices and procedures of the Emergency Management Organization;
- (d) providing training and conducting exercises for potential **emergencies** or **disasters**;
- (e) arranging periodic meetings with the Emergency Operations Committee;
- (f) annually submitting to **Council** a budget for the maintenance of the Emergency Management Organization;
- (g) subject to **Council** approval, negotiating agreements:
 - (i) with other municipalities or governments for the purpose of mutual aid; and
 - (ii) with non-government organizations for resources and services that may be needed during an **emergency** or **disaster**; and
- (h) such other similar matters as directed or recommended from time-to-time by the Chair of the Emergency Planning Committee.

2.2 Composition of Emergency Planning Committee

2.2.1 The Emergency Planning Committee shall consist of the following persons or their designates:

- (a) **General Manager, Community Safety;**
- (b) **Fire Chief;**
- (c) **Officer in Charge;**
- (d) **Senior Manager, Community Safety, Policy and Programs;**
- (e) **Manager, Emergency Programs;**
- (f) **Risk Manager;** and
- (g) **Manager, Purchasing.**

2.2.2 The **Chief Administrative Officer**, or his or her designate, shall be the Chair of the Emergency Planning Committee.

2.2.3 In addition to the members of the Emergency Planning Committee appointed by section 2.2.1 of this bylaw, the following organizations may be invited by the Chair to nominate representatives to serve as members of the Emergency Planning Committee:

- (a) Richmond School District No. 38;
- (b) British Columbia Ambulance Service;
- (c) Vancouver Coastal Health Authority; and
- (d) such other organizations as recommended by the Chair of the Emergency Planning Committee.

PART THREE: EMERGENCY OPERATIONS COMMITTEE

3.1 Duties and Responsibilities

3.1.1 The Emergency Operations Committee is responsible for implementing the **emergency plan** during an **emergency** or **disaster** that affects the **City**.

3.1.2 Whether or not a **declaration of a state of local emergency** has been made, the Emergency Operations Committee may implement all or parts of the **emergency plan** and assume the duties and responsibilities of coordinating and directing the **City's** operations in response to an **emergency** or **disaster** that affects the **City**.

3.2 Composition of Emergency Operations Committee

3.2.1 The Emergency Operations Committee shall consist of the following persons or their designates:

- (a) **Chief Administrative Officer;**

- (b) **Deputy Chief Administrative Officer;**
- (c) **all General Managers;**
- (d) **Fire Chief;**
- (e) **Officer in Charge;**
- (f) **City Solicitor;**
- (g) **Corporate Officer;**
- (h) **Medical Health Officer;**
- (i) **Director, Corporate Communications and Marketing; and**
- (j) **Manager, Emergency Programs.**

3.2.2 The **Chief Administrative Officer** shall be the Chair of the Emergency Operations Committee. In the absence of the **Chief Administrative Officer**, the **Deputy Chief Administrative Officer** shall be the Chair of the Emergency Operations Committee.

3.2.3 Notwithstanding the composition of the Emergency Operations Committee in section 3.2.1, the Chair may determine the required composition for each response to an **emergency** or **disaster**, depending on the nature and extent of the **emergency** or **disaster**.

3.3 Expenditures During a Declaration of State of Local Emergency

3.3.1 During the period of a **declaration of state of local emergency**, the following members of the Emergency Operations Committee are delegated the following spending authority in respect to response to the **emergency** or **disaster**:

- (a) the following groups of persons, or their respective designates, have the authority to authorise spending on behalf of the City up to and including \$1,000,000, in order of availability:
 - (i) **the Chief Administrative Officer, General Manager, Finance and Corporate Services and One Additional General Manager; then**
 - (ii) **the Chief Administrative Officer and One General Manager; then**
 - (iii) **the Deputy Chief Administrative Officer, and One General Manager; then**
 - (iv) **the General Manager, Finance and Corporate Services and One General Manager; then**
 - (v) **a minimum of any two General Managers.**
- (b) the following groups of persons, or their respective designates, have the authority to authorise spending on behalf of the City in excess of \$1,000,001, in order of availability:
 - (i) **the Chief Administrative Officer together with the Deputy Chief Administrative Officer; then**

- (ii) the **Chief Administrative Officer** or his or her designate together with the designate of the **Deputy Chief Administrative Officer**; then
 - (iii) the **Chief Administrative Officer** or his or her designate, together with any **General Manager** or their designates; then
 - (iv) the **Deputy Chief Administrative Officer**, or his or her designate, together with any **General Manager** or their designates.
- 3.3.2 The authorities set-out in section 3.3.1 of this bylaw include the authority for the delegated persons to award bids and execute agreements and legal instruments in respect to the authorized spending.
- 3.3.3 As soon as practicable after the cancellation of a **declaration of a state of local emergency**, the **General Manager, Finance and Corporate Services**, shall report to **Council** in respect to any expenditures made during the **declaration of state of local emergency** that is not included in the **City's** financial plan.

PART FOUR: INTERPRETATION

4.1 In this bylaw, unless the context requires otherwise:

ACT	means the <i>Emergency Program Act</i> , RSBC 1996, c 111, as amended or replaced from time to time;
COMMUNITY CHARTER	means the <i>Community Charter</i> , SBC 2003, c 26 and all amendments thereto;
CHIEF ADMINISTRATIVE OFFICER	means the person appointed by Council to the position of Chief Administrative Officer pursuant to section 147 of the Community Charter and includes his or her designate;
CITY	means the City of Richmond;
CITY SOLICITOR	means the person appointed as the head of the City's Law Department and includes his or her designate;
CORPORATE OFFICER	means the person appointed by Council and assigned responsibility for corporate administration of the City under section 148 of the Community Charter and includes his or her designate;
COUNCIL	means the Council of the City ;
DECLARATION OF STATE OF LOCAL EMERGENCY	means a declaration by the Council or the Mayor of the City under section 12(1) of the Act ;
DEPUTY CHIEF ADMINISTRATIVE OFFICER	means the person appointed to be the City's Deputy Chief Administrative Officer and includes his or her designate;

DIRECTOR, CORPORATE COMMUNICATIONS & MARKETING	means the City's Director, Corporate Communications and Marketing and includes his or her designate
DISASTER	means a calamity that: (a) is caused by accident, fire, explosion or technical failure or by the forces of nature; and (b) has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property;
EMERGENCY	means a present or imminent event or circumstance that: (a) is caused by accident, fire, explosion, technical failure or the forces of nature; and (b) requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property;
EMERGENCY PLAN	means the local emergency plan, prepared under section 6(2) of the Act , for the City ;
FIRE CHIEF	means the head of the City's Fire - Rescue Department and includes his or her designate;
GENERAL MANAGERS	means the persons appointed to be City's General Managers and includes their designates;
GENERAL MANAGER, FINANCE AND CORPORATE SERVICES	means the person appointed to be the City's General Manager, Finance and Corporate Services and includes his or her designate;
GENERAL MANAGER, COMMUNITY SAFETY	means the person appointed to be the City's General Manager, Community Safety and includes his or her designate;
GENERAL MANAGER, ENGINEERING AND PUBLIC WORKS	means the person appointed to be the City's General Manager, Engineering and Public Works and includes his or her designate;
MANAGER, EMERGENCY PROGRAMS	means the City's Manager Emergency Programs and includes his or her designate;

- MANAGER, PURCHASING** means the **City's** Purchasing Manager and includes or his or her designate;
- MEDICAL HEALTH OFFICER** means the Medical Health Officer appointed under the *Public Health Act*, SBC 2008, c. 28 to act within the **City** and includes his or her designate;
- OFFICER IN CHARGE** means the person appointed to be the Officer in Charge of the Police with responsibility for jurisdiction of Richmond or his or her designate;
- RISK MANAGER** means the **City's** Risk Manager and includes his or her designate; and
- SENIOR MANAGER, COMMUNITY SAFETY, POLICY AND PROGRAMS** means the **City's** Senior Manager, Community Safety, Policy and Programs and includes his or her designate;

PART FIVE: PREVIOUS BYLAW REPEAL

5.1 Emergency Management Organization Establishment Bylaw No. 7898 is hereby repealed.

PART SIX: SEVERABILITY AND CITATION

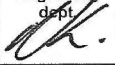

- 6.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 6.2 This bylaw is cited as "**Emergency Management Organization Establishment Bylaw No. 9232**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** August 18, 2017
From: Cathy Volkering Carlile **File:** 07-3000-01/2017-Vol
 General Manager, Community Services 01
Re: **Building Our Social Future – A Social Development Strategy for Richmond:
 Initial Progress Report**

Staff Recommendation

1. That the staff report titled “Building Our Social Future – A Social Development Strategy for Richmond: Initial Progress Report,” dated August 18, 2017 from the General Manager of Community Services, be received for information; and
2. That the Building Our Social Future – A Social Development Strategy for Richmond: Initial Progress Report be distributed to key stakeholders and posted on the City website.

Cathy Volkering Carlile
 General Manager, Community Services
 (604-276-4068)

Att: 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

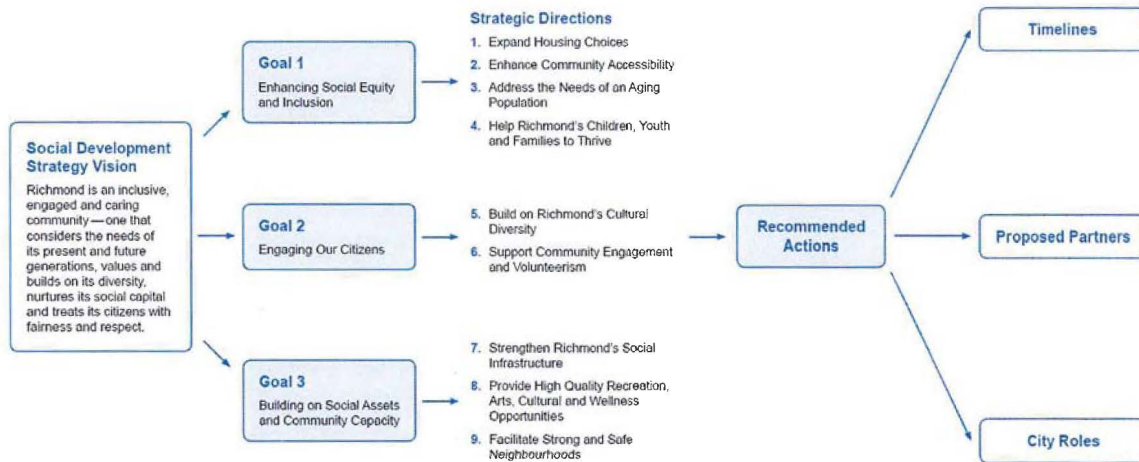
Staff Report

Origin

Building Our Social Future – A Social Development Strategy for Richmond was adopted by Council on September 9, 2013 after four years of planning and engagement with residents, community partners and other key stakeholders. It was prepared to guide the City’s decisions and resource allocations on social development matters over a ten year period from 2013 – 2022, as well as to be a resource for external stakeholders. The Strategy consists of a vision, three major goals, nine strategic directions and specific recommended actions. The actions are divided into short, medium and long term timelines, as well as reference to ongoing actions. City roles are specified for each action and proposed partners to participate in the work are also identified.

An overview of the Social Development Strategy Framework is presented below:

Social Development Strategy Framework



The purpose of this report is to provide an update on the implementation of the Social Development Strategy since its adoption in 2013, with a particular emphasis on the progress made on short term and ongoing actions. The short term actions were anticipated to take three years to complete (by September of 2016). Medium term actions are to take four to six years to address (by 2019) and long term actions are to be addressed within ten years (by 2022).

This report supports the following Council’s 2014-2018 Term Goals:

Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond’s demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

Goal #9 A Well-Informed Citizenry:

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

This report also addresses the Social Development Strategy's anticipated next steps in terms of measuring and reporting on progress in achieving goals.

Analysis

The Social Development Strategy articulates a body of well-defined actions to be achieved within specified time frames and defines roles and expectations for the City and its partners in the community. Since adoption, the Strategy has subsequently been supported by multiple Council decisions to provide the necessary financial and human resources to support the planned activities. It is through the support of Council and community that the Social Development Strategy has been improving the quality life for Richmond residents over the past three and a half years.

Since the Strategy was adopted there has been significant progress in addressing the short term and ongoing actions. This is notable because of the Strategy's 53 actions (133 in total which includes sub-actions) approximately 85% are described as being short term and ongoing. In addition to addressing these actions, some of the medium and long term actions have also been addressed. The Strategy has proven to be flexible enough to accommodate and respond to changes and opportunities as they arise in the community. Overall, the Social Development Strategy has been effective in providing a strong philosophical and strategic basis for addressing social issues in the community.

Highlighted Achievements – Short Term and Ongoing Actions

The following section provides highlights of what the City and community has been able to achieve from the time the Strategy was endorsed in September 2013 to the end of 2016.

Goal 1: Enhancing Social Equity and Inclusion

Strategic Direction #1: Expand Housing Choices

- The Housing Affordability Profile was developed to assist in the preparation of the Affordable Housing Strategy;

- The Affordable Housing Resource Guide was created to provide design guidelines and technical specifications for affordable housing development;
- Cash-in-lieu contributions of approximately \$4M were allocated to the Affordable Housing Reserve Fund;
- 564 affordable housing units were secured through development in the City;
- The City contributed approximately \$20.8M towards capital construction costs and a capital grant of \$3.3M for the Kiwanis Towers development that provided 296 units of affordable seniors' rental housing; and
- Council endorsed funding for two pilot projects: (1) a Homelessness Liaison position and (2) the creation of a housing database.

Strategic Direction #2: Enhance Community Accessibility

- The Accessible Events Resource checklist was developed in consultation with the Richmond Centre for Disability;
- City buildings were audited by the Rick Hansen Foundation to assess and improve accessibility features;
- 94 special crosswalks, 43 pedestrian signals and 99 traffic signals are now equipped with Audible Pedestrian Signals;
- 80 bus stops were upgraded between January 2014 and December 2016 to become fully accessible; and
- The *Barrier Free Richmond Guide* and *Low Cost, No Cost* brochure were published and circulated.

Strategic Direction #3: Address the Needs of an Aging Population

- The Seniors Service Plan (2015-2020) was updated and is being implemented;
- Planning and design of the Minoru Centre for Active Living was undertaken with input and consultation with seniors;
- The Positive Aging Campaign conducted as part of National Seniors Day;
- Public education sessions on transit training for seniors were provided in collaboration with TravelSmart (TransLink);
- The Age-Friendly Assessment and Action Plan (2015-2019) was prepared and is being implemented; and
- The City received the Province of BC's Age-Friendly Community Award in 2014.

Strategic Direction #4: Help Richmond's Children, Youth and Families to Thrive

- Three City-owned child care facilities were constructed, and four new child care facilities and one early childhood development hub have been secured through development, and are in design or under construction;
- \$1.87M was contributed by developers to the Child Care Development and Child Care Operating Reserve Funds;
- Child Care Design Guidelines were created for the construction of City-owned facilities;
- \$151K was disbursed through annual Child Care Grants;
- School Travel Planning program was piloted at three elementary schools to encourage active transportation (walking and cycling) to and from school implemented in partnership with Richmond School District and TravelSmart (TransLink);
- The 2015-2020 Youth Service Plan was adopted and is being implemented; and
- There has been creative use of flexible spaces and increased program offerings at the new City Centre Community Centre to further meet youth needs.

Goal Two: Engaging Our Citizens

Strategic Direction #5: Build on Richmond's Cultural Diversity

- The City's Newcomer's Guides were updated and published in 5 languages (English, Chinese, Tagalog, Punjabi and Russian);
- Approximately 100 Government Assisted Refugees from Syria were provided with information and access to recreation and cultural services;
- Richmond World Festival (2015, 2016 & 2017) and other intercultural events celebrated; and
- The Diversity Symposium was launched in 2015 and held again in 2016.

Strategic Direction #6: Support Community Engagement and Volunteerism

- Over 11,000 people have registered in the "I Can Help" volunteer database and over 95,000 hours of voluntary service were contributed to the community in 2016;
- The Library expanded its social media presence through the launch of a WeChat page to reach Chinese-speaking community members;
- Increased public consultation rates have been achieved through the Let's Talk Richmond engagement platform; and
- Child Care Needs Assessment consultations in 2016 engaged nearly 5,000 people.

Goal Three: Building on Social Assets and Community Capacity

Strategic Direction #7: Strengthen Richmond's Social Infrastructure

- The City consulted and collaborated with Vancouver Coastal Health on an Education Series on Healthy Aging and a Community Forum on Drug Overdose and the Fentanyl Epidemic;
- The City consulted and collaborated with Richmond School District No. 38 on the Learning and the Brain Youth Summit, the ERASE anti-bullying campaign, the Aboriginal Educational Enhancement Agreement and Adult Basic Education;
- \$2.5M was disbursed through the City's four annual City grant programs (Arts & Culture; Child Care; Health, Social and Safety; and Parks, Recreation and Community Events); and
- Advocacy with the provincial and federal governments included input on a national housing strategy, the Child Care Licensing Regulation Review, the Early Years Strategy, increased funding for mental health services, the need for a Poverty Reduction Strategy, funding levels for settlement services and abuse of the Temporary Foreign Worker Program by some child care employers.

Strategic Direction #8: Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities

- A project budget of \$79.6M was approved by Council in 2014 for the new 110,000 ft² Minoru Centre for Active Living that will include an aquatic centre, seniors centre and sport amenities;
- A Community Needs Assessment was conducted in 2015 on Community Service Facilities and Programs;
- The new 28,000ft² City Centre Community Centre constructed and opened;
- Minoru Sports Fields Complex improvements were completed;
- Public Art installations increased from approximately 100 in 2012 to 185 at the end of 2016; and
- The Richmond Food Charter was endorsed to support the City's urban agriculture and food security.

Strategic Direction #9: Facilitate Strong and Safe Neighbourhoods

- Community gathering spaces were developed including the Steveston Town Square plan;
- Public consultation was conducted on long-term vibrant streetscapes visions for the Bayview/Moncton/Chatham Streetscapes;
- The Parkside Neighbourhood Bike Route, Phase 1 of the Crosstown Neighbourhood Bike Route and Railway Greenway were developed; and
- The Partners for Beautification Program contributed to a new garden at the Williams Road Pump Station, the planting of native trees at Richmond Nature Park and assisting in the creation of the Pollinator Pasture public art installation.

More details on the above highlights are available in Attachment 1. A summary of the progress made on all of the Social Development Strategy's short term and ongoing actions is available in Attachment 2.

Communication

The Initial Progress Report (Attachment 1) highlights the City's progress on the Social Development Strategy's short term and ongoing actions. This report will be used to inform the public and key stakeholders about what has been achieved and will be distributed through a variety of communication channels including the City's website, social media channels and circulated to advisory committees and Community Partners.

Financial Impact

None.

Conclusion and Next Steps

The Social Development Strategy is a comprehensive guide to the City's approach to social issues in the community. As detailed in this report, significant progress has been made with respect to the majority of the short term and ongoing actions that form the bulk of the Strategy. Staff continue to explore ways of measuring and reporting on both quantitative and qualitative impacts. These measures will be reflected in future reports that will continue to inform Council and the community about the City's progress, with a particular emphasis on the Strategy's ongoing, medium term and long term actions.



Paul Penner
Program Manager, Social Development
(604-204-8599)

- Att. 1. Building Our Social Future, A Social Development Strategy for Richmond (2013-2022) - Initial Progress Report (2013 – 2016)
2. Social Development Strategy, Short Term and Ongoing Actions - Progress Summary

City of Richmond

Building Our Social Future A Social Development Strategy for Richmond (2013–2022)

Initial Progress Report 2013–2016

Community Social Development Department



Introduction

The City of Richmond aspires to be the most appealing, livable and well managed community in Canada. It is generally accepted that there are at least three elements of sustainability that contribute to a community's livability: economic, environmental and social. Most municipalities focus on economic sustainability as this was the original purpose for local government and remains the primary focus for many. More recently, there has been an increased emphasis on environmental sustainability as municipalities have begun to address issues such as climate change, energy efficiency and environmental degradation. Increasingly local governments like Richmond are also turning their attention to social sustainability, acknowledging that there are many aspects of civic life outside of the economic and environmental spheres that contribute to quality of life for residents.

It was in this context that City Council adopted the Social Development Strategy on September 9, 2013 and implementation has followed ever since. The benefits of having a Social Development Strategy include:

- a strong philosophical and strategic basis for addressing social issues in the community;
- a body of well-defined actions to improve the quality of life for residents to be achieved within specified time frames;
- clear roles and expectations for the City and its partners in the community; and
- a commitment from Council to provide the necessary financial and human resources to support the planned activities.

Since the Social Development Strategy was adopted, there has been significant progress in addressing the short term and ongoing actions. The following report provides a high-level summary of what the City and community have been able to achieve since late 2013 through to the end of 2016, which was envisioned as the time period in which all short term actions would be addressed.

Social Development Strategy Action Timelines

Short Term: 0-3 years

Medium Term: 4-6 years

Long Term: 7-10 years

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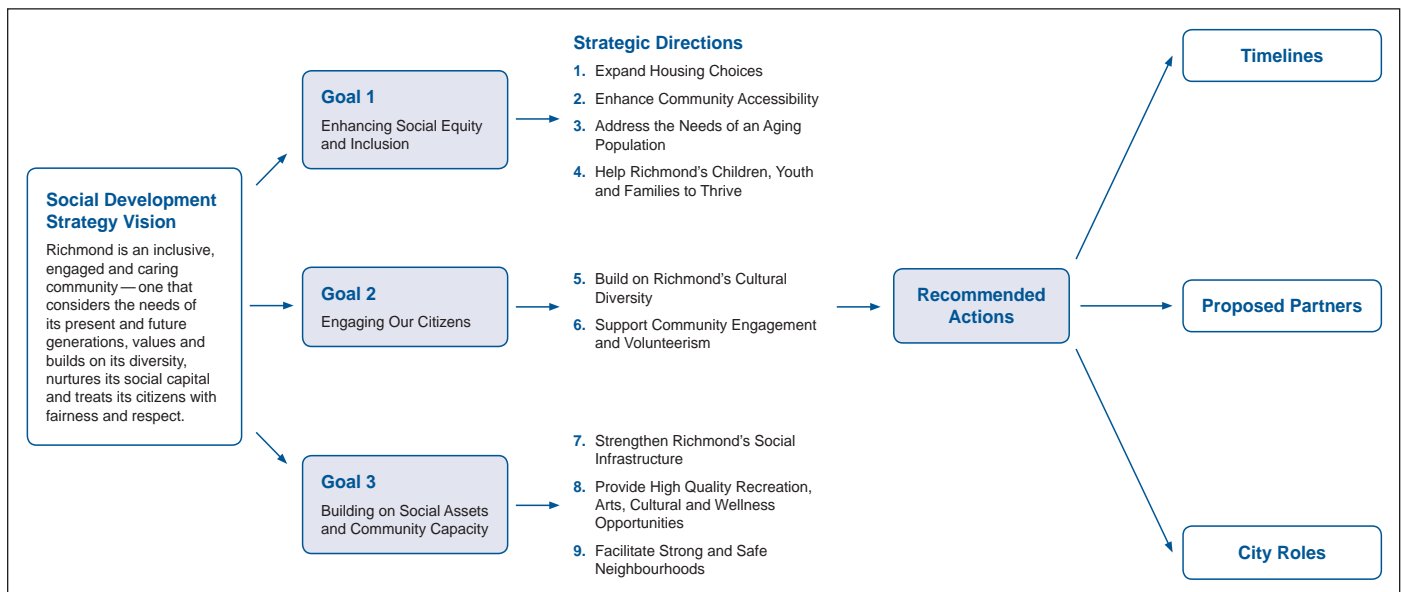
About the Strategy

Building Our Social Future – A Social Development Strategy for Richmond was prepared to guide the City’s decisions and resource allocations on social development matters over a 10-year period from 2013–2022.

The Strategy consists of three major goals, nine strategic directions and specific recommended actions. The actions are divided into short, medium and long term timelines, with reference to ongoing actions. City roles are specified for each action, and proposed partners to participate in the work are also identified.

An overview of the Social Development Strategy Framework is presented below:

Social Development Strategy Framework



Guiding Principles

The following principles adopted in the preparation of the Strategy guide its ongoing implementation:

1. Support the City's Corporate Vision – Taken collectively, the Strategy's policies will contribute to Richmond's corporate vision: for the City of Richmond to be the most appealing, livable, and well-managed community in Canada.
2. Enhance Social Sustainability – The Strategy will reflect sustainability principles, and address current and future social needs while also being financially viable and environmentally friendly. It will also clarify the social component of the City's broader Sustainability Framework.
3. Engage the Community – Both in developing and implementing the Strategy, diverse and targeted approaches have and will continue to be used to actively engage and solicit views from a broad cross section of the community.
4. Complement interests, policies, programs, services and funding priorities – In addition to setting the social development direction for Richmond, the Strategy will aim to complement other key City and non-City interests, policies, programs, services and funding priorities (e.g. OCP, sustainability initiatives, School District, Vancouver Coastal Health, BC Housing) – in short, it will seek synergies and build on existing efforts and initiatives.
5. Be strategic, visionary and realistic – While being progressive and setting a strategic and visionary social development direction for Richmond, the Strategy will also be pragmatic – identifying appropriate, realistic, and cost effective roles for the City (and its partners) for addressing social issues.
6. Focus on assets and recognize social capital – Rather than merely identifying the challenges or problems confronting Richmond, the Strategy will build on the City's and community's social capital, strengths, and initiatives (e.g. residents' knowledge and capabilities and connections within and among social networks).
7. Be flexible and resilient – While providing a progressive and sustainable social direction for Richmond, the Strategy will also recognize that unforeseen circumstances may arise, hence requiring flexibility and adaptability as implementation proceeds.
8. Provide benefits to Richmond residents and external stakeholders – In addition to assisting the City with its social development efforts, the Strategy will also provide a useful resource and planning tool for Richmond residents and external stakeholders.

Implementation Priorities

When the Strategy was adopted it recognized that all of the recommended actions were important, however five key areas were a priority for the future:

1. Cultural Diversity
2. Aging of the Population
3. Social Capital and Infrastructure
4. Children, Families and Youth
5. Affordable Housing and Affordable Living

These areas are as much of a priority today as they were upon the Strategy's adoption and remain a focus for implementation. A summary of all of the Social Development Strategy Actions are shown in Appendix A.



Building Our Social Future – Progress Snapshot 2014–2016

Strategic Direction	Indicator(s)	2014	2015	2016
1: Expand Housing Choices	Number of New Affordable Housing Units Secured ¹	371	44	129
	New Cash Contributions to the Affordable Housing Reserve Fund	\$2,107,672	\$603,961	\$1,306,234
2: Enhance Community Accessibility	Value of Subsidies – Recreation Fee Subsidy Program ²	\$56,138	\$43,541	\$42,752
	Number of New Audible Pedestrian Signals	21	30	50
3: Address the Needs of an Aging Population	Number of Participants in 55+ Registered Programs	10,062	11,524	13,036
	Number of 55+ Fitness, Sports and Game Room Passes Used at Community Centres	155,535	161,624	191,127
	Number of Wellness Clinic Participants	3,015	3,225	3,850
4: Help Richmond’s Children, Youth and Families to Thrive	Total Number of Licensed Child Care Spaces	5,488	5,729	5,904
	Value of Child Care Grants	\$26,869	\$65,000	\$59,888
5: Build on Richmond’s Cultural Diversity	Number of Newcomer’s Guides Published	1,000	1,000	2,000
6: Support Community Engagement and Volunteerism	Number of Hours of Voluntary Service Contributed Through the I Can Help system	88,105	91,486	96,156
	Number of New Canadian Tours / Participants	18 / 394	15 / 305	16 / 287
7: Strengthen Richmond’s Social Infrastructure	Value of Health, Social and Safety Grants	\$556,455	\$562,449	\$566,570
	Value of Parks, Recreation and Community Event Grants	\$99,250	\$99,570	\$103,700
	Value of Arts & Culture Grants	\$104,040	\$105,080	\$107,497
8: Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities	Participation in Recreation ³	862,381	969,233	1,028,728
	Attendance at City Festivals (Culture Days, Doors Open, Maritime Festival, Ships to Shore, World Festival and Children’s Arts Festival)	86,158	128,722	159,340
	Number of New Permanent Public Art Installations	10	11	25
9: Facilitate Strong and Safe Neighbourhoods	Total Kilometres of Bike Routes	65.6	68.0	70.9
	Number of Community Policing Volunteers	216	192	217

¹ Includes subsidized non-market units, low end of market rental units, market rental units, entry level home ownership, secondary suites and coach houses.

² Provided by the City and Community Partners.

³ Includes participation in registered programs; fitness, sports and games room passes; swimming pool pass visits; and skating pass visits.

Goal #1: Enhancing Social Equity and Inclusion

Strategic Direction #1: Expand Housing Choices

Why is this Important?

The Social Development Strategy recognizes that housing is a fundamental human need. Without adequate shelter it is challenging for individuals and their families to reach their full potential as members of the community. Communities that don't have a range of housing opportunities for people of all income levels and abilities become less diverse as there are fewer choices for young families, seniors, people with lower incomes and people with disabilities. A lack of housing choice can also make a community less economically resilient as an increasing proportion of the workforce needs to commute from communities where there is more choice.

Since the Social Development Strategy was adopted in 2013 housing has remained a critical issue for Richmond residents. Rising prices coupled with a limited supply of inventory have had significant affordability implications for first-time buyers and renters alike. Much of the City's success in addressing this issue since the adoption of the Strategy has been through partnerships with the non-profit societies and senior levels of government.

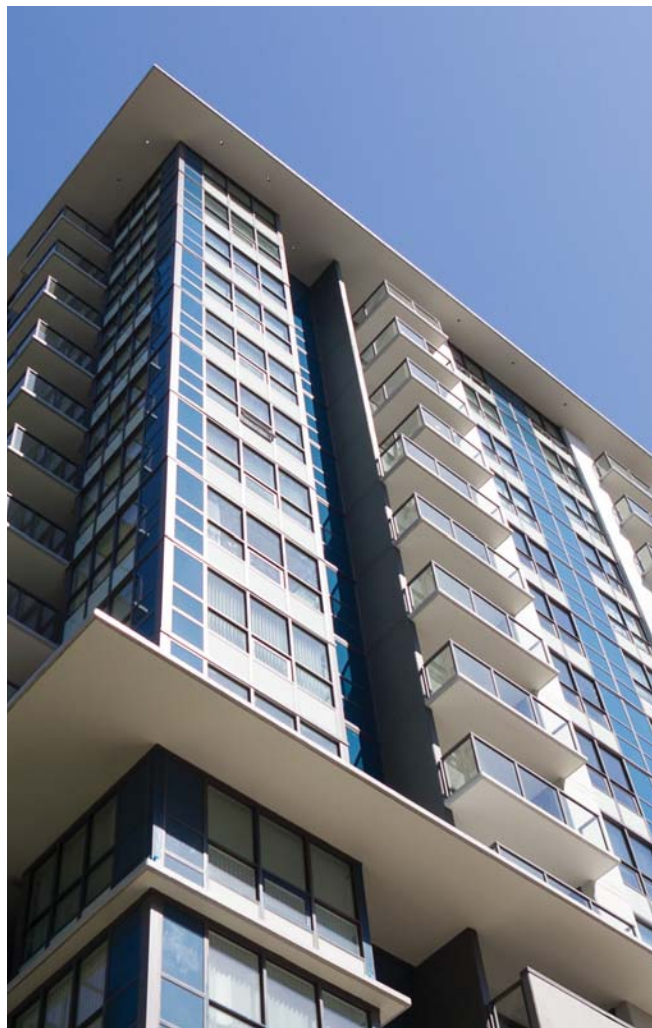
Highlighted Achievements

- The Affordable Housing Strategy helps to ensure that Richmond's response to local housing affordability challenges remains relevant, reflects key priority groups in need and addresses identified housing gaps, emerging socio-economic trends, market conditions and the evolving role of senior governments. As part of the update to the Affordable Housing Strategy, a Housing Affordability Profile was completed in 2016 to gain insight into community needs and barriers to housing, and the challenges of private and non-profit housing developers, the community service sector and the lived experiences of residents.
- The Affordable Housing Resource Guide was developed in 2015 to serve as a resource for organizations interested in the development of affordable housing in Richmond. It summarizes design guidelines and other technical specifications applicable to affordable housing projects in the city. Copies were circulated to stakeholders and an online version appears on the City's website.

- Funding from the Affordable Housing Reserve was approved in 2016 for the creation of a rental housing database. The database, managed by Atira Women's Resource Society, will maintain a list of affordable housing and market rental options in Richmond. It will assist service providers in the search for affordable rental options for their clients as well as provide information regarding unit availability and application processes.
- Affordable housing takes many different forms across a continuum that includes subsidized non-market units, low end of market rental units, market rental units, entry level home ownership, secondary suites and coach houses. Between 2014 and 2016, housing policy and practices contributed to securing a total of 564 affordable housing units in the city. Cash-in-lieu contributions to the Affordable Housing Reserve Fund during this time equalled \$4,017,867.



- Collaboration with non-profit societies, senior levels of government and private business have enabled the City to pursue innovative funding mechanisms and other leveraged investment opportunities to develop affordable housing. One example of this is the Kiwanis Towers development, built in 2015, which provides 296 units of affordable seniors' rental housing. The City contributed approximately \$20.8 million towards capital construction costs and a capital grant of \$3.3 million to offset development cost charges and associated fees. BC Housing provided up to \$16.3 million in long term financing and the Richmond Kiwanis Senior Citizens Housing Society contributed the land, valued at approximately \$12.9 million, and approximately \$21 million in equity. Polygon Homes acted as the development and construction manager for the project. The Kiwanis Towers Project won the 2015 Union of BC Municipality's Community Excellence Award for Partnerships.



- The Storeys development is anticipated to open in Fall 2017 and will have 129 units of affordable rental housing for some of the City's most vulnerable residents at risk of homelessness. Storeys is a partnership between the City of Richmond, BC Housing and a consortium of non-profit agencies consisting of Turning Point Recovery Society, Coast Mental Health, SUCCESS, Tikva Housing Society and Pathways Clubhouse. The consortium will oversee the development, ownership and management of the affordable housing and amenity spaces in Storeys. The City contributed \$19.1 million to this development. BC Housing contributed \$3 million in capital funding and provided \$43.3 million in construction financing. Service Canada provided \$1.8 million and the non-profit consortium will contribute \$11,473,293 in equity and a residential and commercial mortgage.
- The City provided a \$134,538 grant to Habitat for Humanity to cover the development cost charges for an affordable housing project that is comprised of six affordable homeownership units and six affordable secondary rental suites for low-income residents. Habitat for Humanity's project model addressed the Social Development Strategy action to enhance policies and mechanisms for facilitating affordable home ownership in Richmond.
- Actions to address homelessness in Richmond have included funding from the Affordable Housing Reserve for a pilot Homelessness Liaison that will help to coordinate outreach services, and collect and analyze data with respect to homelessness needs. The City awarded a \$35,000 contract to BC Non-Profit Housing Association in 2017. The City continues to work with BC Housing and service providers on the development of an emergency shelter. Staff also regularly participate in meetings to address homelessness with the Metro Vancouver's Housing Subcommittee, BC Housing and local service providers. An update to the Homelessness Strategy will begin in 2017.

Strategic Direction #2: Enhance Community Accessibility

Why is this Important?

Inclusive municipalities work to ensure that all community members have equal and equitable opportunities to participate in civic life. Barriers to participation can be physical, financial and attitudinal. Physical barriers can include the design of the built environment such as buildings, streetscapes and community spaces. Financial barriers include the cost of accessing services and programs. Attitudinal barriers include the negative perceptions of others based on culture, gender, appearance, age and sexual identity.

The City of Richmond prides itself on being one of the most diverse communities in Canada. To foster and enhance this diversity the City must take steps to ensure that all community members feel valued, welcomed and that they have the same opportunities as others. As Richmond continues to evolve socially, economically and culturally the challenge to enhance community accessibility becomes increasingly relevant. Significant steps have been taken to ensure that there is widespread access to programs and services in the community.

Highlighted Achievements

- The City has a strong working relationship with the Richmond Centre for Disability. The Richmond Centre for Disability identifies accessibility issues in the community and brings them to the attention of City staff for resolution. The Accessible Events Resource is a checklist that was designed to help the City and community event organizers assess and improve the accessibility of their event. Richmond Centre for Disability was involved in the development and pilot testing of the accessibility checklist for the Richmond World Festival.



- Physical accessibility is always in the forefront in the development of City facilities and the public realm. Since 2012, the City has been participating in audits of its buildings conducted by the Rick Hansen Foundation. The goal is to assess and certify the accessibility of buildings for people living with physical, visual, hearing and cognitive impairments. The audits help the City to identify opportunities for building upgrades.
- Richmond is the only municipality in Canada that has committed to equipping all special crosswalks and traffic signals with Audible Pedestrian Signals. Special Crosswalks consist of overhead illuminated signs with downward lighting and pedestrian pushbutton activated amber flashers. As of September 2016, 94 special crosswalks, 43 pedestrian signals and 99 traffic signals have been equipped with Audible Pedestrian Signals. Furthermore, 73% of active bus stops have been upgraded with accessible features.
- Richmond has over 73 kilometres of trails with wheelchair access and wayfinding features and more improvements are being made to enhance accessibility to natural areas. For example, as the City's pump stations are replaced along the dyke trail, access points are designed to be wheelchair accessible and incorporate unique features such as public art landmarks that enhance wayfinding and cognitive mapping.



- The Recreation Fee Subsidy Program provides subsidized admissions and program registrations to children and youth from low income families. On average from 2014–2016 the Recreation Fee Subsidy Program provided approximately 925 subsidies each year with a value of over \$47,400 annually. In consultation with Community Partners, revisions to the program are underway that have the potential to increase the number of eligible activities and participants. Technological and administrative improvements are also anticipated.
- An improved understanding of poverty and how it affects Richmond is critical in the design and delivery of programs and services. A number of recent initiatives have increased the knowledge base in multiple departments including the development of the Housing Affordability Profile, the Child Care Needs Assessment, participating in Richmond Children First and research into Adult Basic Education and Municipal Responses to Child and Youth Poverty. Further work to understand the nature of poverty in Richmond continues, including the update to the Affordable Housing Strategy.
- The City publishes and regularly updates two documents that facilitate access to programs and services. The Low Cost, No Cost brochure, which was redesigned in 2016, provides information on a selection of low cost and free recreation opportunities made available by the City and its Community Partners, and showcases some of the free community events. The Barrier Free Richmond Guide, first published in 2016, highlights a range of City and community resources available to individuals and families in Richmond who may face barriers because of low income, a disability or because they are new to Canada. It includes information on settlement, employment, affordable housing and support services for people experiencing homelessness, mental health issues and/or addictions.
- City grants are made available to the community on an annual basis. Many of the funded projects and services are community-based initiatives that promote independence, reduce the cost of living for low income households and support children and families. For example, grants were awarded to Pathways Clubhouse to provide meals for those with serious and persistent mental illness; the Richmond Food Security Society to support food security, including community gardens and community kitchens; and Richmond Cares, Richmond Gives to support programs including the Low Income Resource Directory. From 2014 to 2016 the City awarded non-profit agencies a total of \$1,685,474 in Health, Social and Safety grants. For further information on Health, Social and Safety grants, see Strategic Directions 4 and 9.
- The City provides land for use by non-profit organizations to increase food security for low income households. The Sharing Farm produces fruits and vegetables for distribution through the Richmond Food Bank and other service providers, and also runs the Richmond Fruit Recovery Project to ensure that fruit that would otherwise be wasted is distributed to those in need. The Richmond Food Security Society manages 300 community garden plots on behalf of the City and offers cooking classes to at-risk youth. The City has also endorsed a Food Charter that aims to improve access to food for all residents. For further information on food security, see Strategic Direction 8.



Strategic Direction #3: Address the Needs of an Aging Population

Why is this Important?

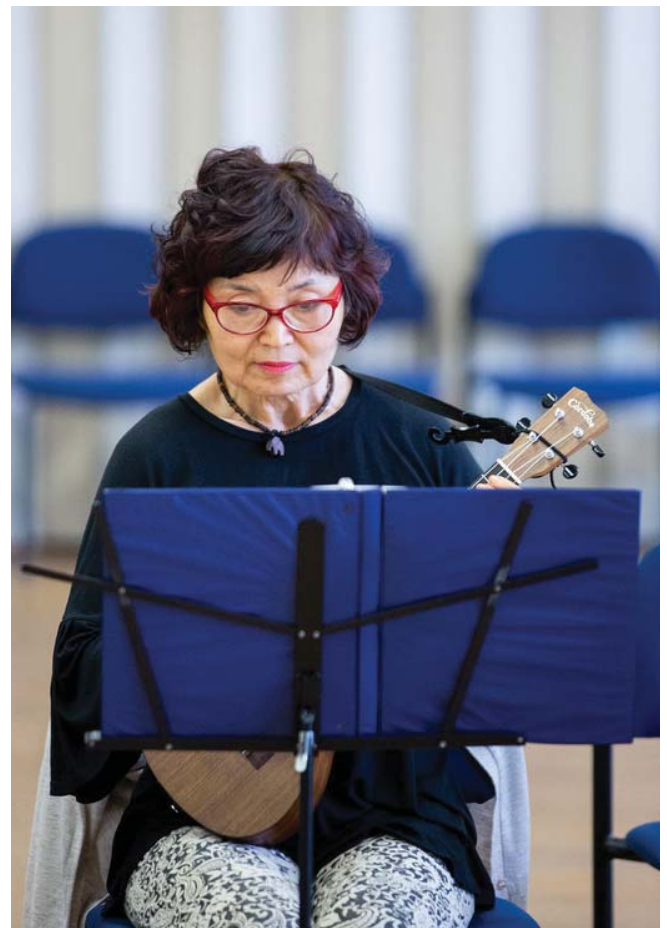
Seniors in Richmond have the highest life expectancy in Canada (85.7 years) and are living an average of four years longer than the national average of 81.1 years. It is recognized Richmond has a diverse and growing seniors population. The City and its Community Partners maintain a commitment to supporting the needs of seniors through the design of appropriate spaces, programs and services.

As the needs of seniors shift, the City needs to respond accordingly in the types of programs and services it offers, and the type of facilities it provides. Increasingly, seniors have been involved in the City's planning initiatives thereby ensuring that client needs are addressed and that seniors remain engaged and connected to their community.

Highlighted Achievements

- The 2015–2020 Seniors Service Plan, which addresses program and service needs for seniors, was updated and distributed throughout the community in 2016. The vision of the 2015–2020 Seniors Service Plan is for Richmond to be a nurturing, connected community that promotes healthy and active aging. The Plan states that this vision will be best realized by maintaining a focus on inclusion that ensures accessibility while coordinating services that collaborate with partners, volunteers and seniors.
- It is critical to involve end users in the development of services and facilities. The City's seniors' population has been engaged in the community planning through the Richmond Seniors Advisory Committee, the Minoru Seniors Society Board and Sub-Committees, and in the development of the 2015–2020 Seniors Service Plan through focus groups, surveys and evaluations. Seniors also provide their input in many other ongoing ways including serving on other advisory committees and as board members with community associations.

- Volunteering provides many opportunities for seniors to stay involved, connected and avoid isolation. In 2016, 774 volunteers aged 55+ years volunteered with the City and its Community Partners.
- In order to expand wellness programs and services to frail and isolated seniors, the City and Minoru Seniors Society collaborated with Vancouver Coastal Health to provide the Wellness Connections program. Wellness Connections is an outreach program for isolated, vulnerable seniors who face multiple barriers to participation in traditional community centre programming. The program includes bus transportation to and from home, a hot lunch, specialized programming, recreation counselling and referrals to health care and community services. Collaboration has also occurred with housing providers to bring wellness outreach programs into buildings with a high concentration of older adults.



- To break down barriers to access and inclusion, volunteers who speak different languages assist in connecting non-English speaking seniors with appropriate recreation programs and services. Trained senior volunteers from the Community Action Ambassadors Program assist with monthly wellness clinics at four community centres. They provide up to 18 hours of their time each month and speak English, Cantonese and Mandarin at the clinics.
- National Seniors Day is celebrated annually on October 1st to honour seniors for their many and varied contributions to their families, workplaces and communities. Events and programs throughout Richmond raise awareness about seniors' contributions and the important roles they play in Canadian society, including the annual Positive Aging Campaign that features positive images of diverse seniors in the community. The Positive Aging Campaign has the goal of reducing ageism and existing stereotypes of seniors, and increasing awareness of the experience, knowledge and contributions of those 55+ years of age in Richmond.
- The new Minoru Centre for Active Living will open its doors in 2018. The facility will include an aquatic centre, seniors centre and other recreation and sports amenities. It will replace the Minoru Aquatic Centre and Minoru Place Activity Centre as well as the former Minoru Pavilion. The new seniors centre will be located on two floors with a lounge, full-service cafe, a range of activity rooms, including an arts studio, woodworking shop, billiards/games room, multipurpose rooms and a dedicated entrance and lobby. Seniors were extensively involved in its design through the Minoru Complex Building Committee.
- Richmond was a recipient of a 2014 Age-Friendly BC Grant to prepare a Richmond Age-Friendly Assessment and Action Plan. The Age-Friendly Assessment and Action Plan identifies priority actions requiring attention over five years (2015–2019) and presents an implementation plan to realize the vision "for Richmond to be the best place to age, at all stages, for all residents". The Province recognized the City of Richmond as an Age-friendly Community in 2015.



Strategic Direction #4: Help Richmond’s Children, Youth and Families to Thrive

Why is this Important?

Children and youth are the future of any community. Ensuring that they are afforded every possible opportunity to thrive is the legacy that one generation passes to the next. Research indicates that early childhood development is a strong predictor of a successful transition to adulthood. Similarly, the youth that are supported today are more likely to be healthy, happy and productive adults tomorrow. Families play the primary role in the development of children and youth, and need to have access to the information and resources that can help them succeed.

The City’s role is to work with residents, non-profit agencies, the private sector and senior levels of government to ensure that there is a seamless continuum of services affording Richmond’s children and youth the best opportunity to succeed at every stage of their lives. Since the Social Development Strategy was adopted in 2013 there has been significant activity related to child care in terms of policy development and, through the development process, with securing, constructing and leasing facilities. Programs and services for youth are extensive, are based on developing youth’s internal and external assets and are guided by the Youth Service Plan in addition to the Social Development Strategy. Support for children, youth and their families is a collaborative effort with the City and its Community Partners each taking on specific roles and responsibilities.

Highlighted Achievements

- Support for the establishment of high quality, safe child care services in Richmond is guided by the City’s Child Care Strategy. It is estimated that close to 5,000 people participated in the community engagement process for the 2017–2022 Child Care Needs Assessment and Strategy, including the extensive involvement of parents and children.
- Since the Social Development Strategy was adopted in 2013, the City has been successful in securing child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers. Three child care facilities have been constructed, and four new child care facilities and one early childhood development hub (secured through

development processes) are in design or construction. These new facilities will have a combined total area of approximately 51,000 square feet providing close to 400 new child care spaces by 2022. All eight facilities are located close to transit, schools, parks and community centres as this creates multiple benefits for children and families.

- The development of future child care facilities will be supported by private developer sector community amenity contributions. These contributions will aid in the creation of child care facilities without placing an additional financial burden on taxpayers. Between 2014 and 2016 developers contributed \$1.87 million to the Child Care Development and Child Care Operating Reserve Funds. The construction of new City-owned child care facilities is informed by Child Care Design Guidelines that provide clarity for developers, architects and child care operators regarding the City’s expectations for the design and finish of child care facilities.



- The input of child care providers and other community partners is critical in the development of appropriate policies and programs. Input on child care issues occurs through participation on the City’s Child Care Development Advisory Committee that is appointed by Council. Committee members provided recommendations on the Child Care Grants, input into the 2017–2022 Child Care Needs Assessment and Strategy process and contributed to a brochure entitled “Creating Child Care Space in Richmond”.
- Annual Child Care Grants assist non-profit societies to support quality, affordable and accessible child care. The funding helps to upgrade facilities and to support organizations that provide professional development for Richmond’s early childhood educators. From 2014 to 2016, a total of \$151,757 was disbursed through these grant programs, funded from the Child Care Operating Reserve Fund.
- The establishment and maintenance of a comprehensive child care system requires a strong foundation of planning and policy. In Richmond this occurs through the implementation of multiple City plans and strategies including the Social Development Strategy, the Official Community Plan and the Child Care Development Policy. These strategies and plans support the Child Care Grants Program, nominal leases to non-profit organizations delivering child care programs in City facilities, land use bylaws that encourage child care uses, reduced business license requirements and the development of new City child care amenities.
- The City’s support for children and families includes its collaboration with Richmond Children First on their “Avenues of Change” initiative to reduce child vulnerability in Richmond’s City Centre neighbourhood. The City provided free family swim/skate passes to volunteers and held a presentation to more than a dozen families volunteering as “neighbourhood connectors”. As a result of the research and in response to parent feedback, the availability of low-cost programming at City Centre Community Centre has increased to include a wider variety of times and days.
- Health, Social and Safety Grants are provided to agencies supporting children and families, including Big Brothers of Greater Vancouver, Big Sisters of BC Lower Mainland, Boys and Girls Clubs of South Coast BC, Family Services of Greater Vancouver, Richmond Family Place Society, Richmond Society for Community Living and Touchstone Family Association. From 2014 to 2016, the City awarded non-profit agencies a total of \$1,685,474 in Health, Social and Safety grants. For further information on Health, Social and Safety grants, see Strategic Directions 4 and 9.
- The 2015–2020 Youth Service Plan was adopted by Council on March 9, 2015. The updated Plan extensively involved youth in its development and subsequent implementation. It identifies priority program and service areas for Richmond youth and provides the City with a strategic approach to making decisions about youth-related matters. The Youth Service Plan promotes the use of the Search Institute’s 40 Developmental Assets as the framework for the delivery of Youth Services. The 40 Developmental Assets are concrete qualities that have a tremendous influence on young people’s lives and choices that help them make wise decisions, choose positive paths and grow up responsibly.
- Providing youth with appropriate services and facilities gives them the best opportunity to thrive. Support for youth services and facilities for youth have been expanded through the construction of youth spaces and program offerings at the new City Centre Community Centre (the “Social Lounge”, a Friday night Youth Hangout, and expanded Leadership Groups and AllWays program).



- The Richmond Youth Media Program is a free program for youth, presented in partnership with Richmond Addiction Services Society and supported by the Vancouver Coastal Health. Youth participants learn media literacy skills that are relevant to their interests and are placed in a supportive environment where they can engage with positive role models. Programming includes drop-in sessions (during which supervised youth can work independently) and structured classes on a range of topics, including Acting on Camera, Build a Website, Animation, Coding and Video Game Design. The Media Lab’s “Test Drive” drop-in program for preteens continues to be popular and was designed to complement the animation and game design classes offered.
- As part of the City’s ongoing efforts to provide positive outlets for youth engagement as well as promoting arts events as an integral part of a healthy community, the Richmond Youth Dance Company was established by the Richmond Arts Centre. The Richmond Youth Dance Company performs throughout the year and presents a feature showcase in the spring. Company dancers attend multiple ballet classes each week and work with guest artists throughout the season. Admission into the company is by audition.
- Each year hundreds of youth attend Youth Week activities in the first week of May. Youth Week includes the annual U-ROC (Richmond Outstanding Community) Youth Awards that honour and celebrate Outstanding Youth and Asset Champions that have embraced the 40 Developmental Assets framework. Outstanding Youth are recognized for their mentorship, resiliency, contributions to community, leadership, teamwork and for making Richmond a better place to live. Asset Champions, adults who advocate, mentor, engage, support and make a difference in the lives of youth, are also recognized at the event.
- The Safari Program is an opportunity for young woman in Richmond to learn to surf and bond with their peers in Tofino, BC. The program is led by one of the City’s Youth Outreach Workers and an Addiction Specialist from Richmond Addiction Services Society and puts an emphasis on building skills in empathy. In 2016, Tourism Tofino financially supported Junior Leaders and staff from the past six years to come to Tofino during the Queen of the Peak surf competition and speak at a media event about their experiences with surfing and the program. Similarly, since 2011 the Band of Brothers camping trip, led by a City Youth Outreach Worker and an Addiction Specialist from Richmond Addiction Services Society, creates exciting opportunities, peer connections and positive recreational activities in an outdoor setting for young males.



- G.O. Day is an annual day-long event where grade nine girls are given the opportunity to experience unique activities and gain understanding about their personal barriers to being physically active. It is planned and delivered in partnership with the City, Vancouver Coastal Health and Richmond School District. The impact of this one day initiative has been extended through the addition of G.O. Day clubs, reducing barriers for participants to maintain their interest in healthy, active, extracurricular activities.
- The Youth Services Street Team is comprised of youth 15-18 years that attend local events over the summer to spread the word about Asset Development in the community. In 2016, the Street Team utilized an updated marketing strategy that improved the branding and information sharing of the program.
- The annual ERASE anti-bullying campaign, which runs in collaboration with the School District, has increased awareness and education in efforts to reduce the prevalence of bullying. Youth are extensively involved in the marketing of ERASE through poster and video contests which result in meaningful and youth-focused promotional pieces that address bullying.
- Youth Services works the RCMP Youth Team, the Community Action Assessment Network and Touchstone’s “Street Smarts Program” to reduce the lure for young people to join gangs or intervene with youth when appropriate. The objective of the program is to support at-risk youth to recognize the impact of their current choice of lifestyle and in turn, empower them to make better life choices. This is conducted through a series of weekly workshops with the additional support of one-to-one mentorship.



Goal #2: Engaging Our Citizens

Strategic Direction #5: Build on Richmond’s Cultural Diversity

Why is this Important?

Evolving diversity brings into focus universal questions of access, inclusion, community involvement and the fundamental role of the City in serving all of its residents. A greater diversity of backgrounds, histories and talents enriches society and facilitates more creativity, flexibility and economic growth. People of different cultures and places can each bring their own unique contributions to society. Different experiences and beliefs make communities much stronger than if they only reflect one culture.

Today, Richmond is one of the most ethnically and culturally diverse communities in Canada. Approximately 60% of all Richmond residents were born outside of Canada and China is ranked as the top source country for both the total and recent immigrant population. The City works to ensure that its programs and services are open, accessible and appropriate for all; regardless of income, ability, sexual orientation, or length of time living in Canada.

Highlighted Achievements

- The City recognizes and aims to reduce barriers faced by new immigrants. The City of Richmond Newcomer’s Guide provides information about the City, municipal government and the services provided by different organizations. The Guide is printed in English, Chinese, Tagalog, Punjabi and Russian to better serve the city’s diverse population. In 2015 updated versions of the English and Chinese Newcomers Guide were produced. This was followed in 2016 by an updated Tagalog version. The updated Newcomers Guides were distributed to a wide network of non-profit agencies and settlement workers for further circulation to newcomers in Richmond.
- The City is an active participant in the Community Collaboration Table, which is Richmond’s community-based Local Immigration Partnership. The Community Collaborative Table aids the City in being more accessible and inclusive by connecting immigrant-serving agencies to information sources, program guides and event listings. The City supported the

Community Collaboration Table in developing an immigration settlement plan for Richmond and has also supported a number of their initiatives, including hosting an employment fair for newcomers at Lansdowne Mall.

- The City facilitated a coordinated approach with settlement agencies to assist approximately 100 Government Assisted Refugees from Syria to access recreation and cultural services and to make them more aware of other supports available in the community.
- Richmond Public Library contributes to the City’s cultural competence by hosting free events that celebrate the City’s diversity, providing services for newcomers and by offering materials in multiple languages. Some of the Library’s events and services include Diwali celebrations, Black History Month, new immigrants’ orientation, English as a Second Language classes, links to the Cultural Access Pass, online practice for the citizenship test and links to resources in other languages.
- Community events and festivals showcase Richmond’s cultural diversity and facilitate intercultural dialogue. Richmond World Festival, Culture Days, Filipino Independence Day, Black History Month, End of Ramadan Celebration, Lighting of the Menorah, Bodhi Meditation Day and a Public Intercultural Dialogue are all examples of events that connect residents and showcase all that Richmond has to offer. The Richmond Event Application Coordination Team (REACT) helps community groups to organize and use public spaces to bring together individuals and groups to celebrate various cultural, athletic and neighborhood events.
- The Richmond World Festival is one of the City’s signature multicultural festivals that attracted more than 35,000 people in 2016. This free event features food trucks, performance stages, diverse performances, an artisan market and numerous fun activities and activations. The inaugural 2015 event won the Canadian Event Industry Award for Best Public Entertainment Festival.

- In January 2015, the City hosted the first annual Diversity Symposium aimed at practitioners in the diversity field providing the opportunity for 90+ professional and community leaders to share best practices, information and resources in the field of neighbourhood and community building. A second symposium was held in 2016 and planning is underway for a 2017 event.
- Discussions have been initiated with the aboriginal community in Richmond regarding their needs and the opportunities for future collaboration. Staff provided support, ongoing advice and input into School District 38's Aboriginal Educational Enhancement Agreement.
- The City continues to advocate on issues of importance to newcomers with senior levels of government. In 2014 Council referred the issue of funding levels for settlement services and English language training to two advisory bodies: the Richmond Intercultural Advisory Committee and the Richmond Community Services Advisory Committee. The committees, with City staff support, carried out research into funding levels for settlement and English language training. As a result, Council requested that the Provincial Government be asked to continue funding the provision of settlement services, including English language instruction, to immigrant categories deemed ineligible as of April 2015. The City also requested that the Federal Government adopt a funding formula reflective of, and responsive to, community need, as well as ensuring funding stability for community service providers.
- The City has been developing services that recognize the needs and interests of Richmond's Lesbian, Gay, Transgender and Bisexual communities. Community facilities have been decorated in recognition of Pride Week that occurs annually in Metro Vancouver. In 2014, 2015 and 2016, the City supported West Richmond Community Association's "Rainbow Social", an informational intergenerational gathering held during Pride Week. During the same time the City in partnership with the Library and West Richmond Community Association, organized the celebration of the International Day against Homophobia and Transphobia. Other initiatives included three 55+ LGBTQ Connection sessions held since 2015, with two of these being held in collaboration with the ALLWays Youth Group that supports youth of all identities. Further exploration of how the City can improve service delivery to this community continues through outreach, focus groups and other forms of consultation.



Strategic Direction #6: Support Community Engagement and Volunteerism

Why is this Important?

Residents who are highly connected to their community and neighbours often demonstrate two distinct qualities: 1) They are engaged in the decisions that impact the community around them; 2) They are giving of their time and other resources to improve the quality of life for others and for themselves.

Community engagement is a key element in the development of services and programs, and ensures that changes to the built environment are appropriate in the local context. Many of the City's community events, programs and services would not be delivered if it were not for the active involvement of volunteers. Because of the dedication and willingness of volunteers to contribute their time Richmond is a more vibrant and active community.

Highlighted Achievements

- Volunteers are relied on by the City and various partner organizations to help deliver a variety of services and programs to the community. The Community Services Volunteer Management Strategy effectively matches volunteers and volunteer opportunities. There are now more than 11,700 people registered in the "I Can Help" volunteer database and over 95,000 hours of voluntary service **were** contributed to the community in 2016. The existing Volunteer Strategy is currently being updated to ensure that it remains at the forefront of volunteer management practices.
- Many of the programs and services that contribute to quality of life in Richmond are delivered by community partners that operate community centres and deliver programs and services. These organizations rely heavily upon their dedicated volunteer Boards as well as other volunteers to assist in service delivery.
- Richmond's non-profit sector relies on committed volunteers for front line services, fund raising and governance through volunteer boards. The City consults regularly with its partners in this sector and this often takes place through the Richmond Community Services Advisory Committee. The committee provides advice to City Council on social matters impacting services, their clients and the

community. It brings together a diverse group of government, community, and agency representatives concerned about social well-being.

- There are numerous volunteer opportunities in Richmond. The Richmond Arts Centre Internship and Volunteer program supports several paid and non-paid positions that support programs and events throughout the year. The Library's Community Volunteer Program was expanded in April 2016 to include opportunities for adult volunteers. From April to September 2016, the Library had 225 registered volunteers, of which 182 were youth and 43 were adults. Over 1,030 volunteer hours at 43 separate volunteer opportunities were contributed. The annual Charity Brighthouse Volunteerism Fair is also hosted at the Library and provides an opportunity to partner with youth community members who attend the fair to explore volunteer opportunities offered by participating Richmond businesses and community partners.



- Since 2011, through the Let's Talk Richmond website the City has significantly increased participation rates in various public consultation and engagement activities by providing 24-7 online access for people to learn about and provide input on key issues. There has also been direct outreach by holding focus groups and other meetings specifically for Chinese language speakers. Online engagement has been supported by an expanded social media program, which allows the City to reach a broader cross section of the community than traditional media and targets select user and interest groups.
- The Library expanded its social media presence through the launch of a WeChat page to reach Chinese-speaking community members. The adoption by the target demographic was swift with hundreds of community members following the WeChat page within the first few months in 2015, indicating a strong need by the community for this type of communication channel.
- The City ensures that opportunities for public engagement in its planning and decision making processes reach all members of the community through extensive promotion by providing multiple ways of seeking input and taking steps to break down barriers to participation. For example, the Child Care Needs Assessment consulted with Community Partners on the best ways to gather input from people who do not normally engage with the City in its plans. Based on that input, staff arranged for translation services at community events and coffee chats, travelled to child care programs where there were large numbers of newcomers and went to the Food Bank to gather the perspectives of parents with low income.
- The City's New Canadian Tours are an opportunity to assist and engage newcomers to Richmond by helping them to gain an understanding of the City and its programs and services through guided tours of City Hall and other facilities. New immigrants and their families learn about accessible and affordable recreational and cultural opportunities, meet new people, practice English language skills, and become integrated and settled in their new community. A review is underway that is looking at ways of improving the program.



Goal #3: Building on Social Assets and Community Capacity

Strategic Direction #7: Strengthen Richmond’s Social Infrastructure

Why is this Important?

The non-profit sector delivers critical programs and services to help those in time of need, to provide opportunities for growth and development and to strengthen connections. Dedicated community service agencies and their staff play an essential role in the concept of “community helping community”. While many of these programs and services are within the purview of senior levels of government, cities are often called upon to provide support.

As Richmond’s population continues to grow, so does the demand for services offered by the non-profit sector. Supporting the non-profit sector is critical to community well-being. The City’s role in strengthening social infrastructure is one of developing partnerships, facilitation, advocacy and prudent financial support.

Highlighted Achievements

- Multi-use, multi-agency community service hubs are highly efficient in delivering community services and were supported in the City Centre Area Plan that was part of the Official Community Plan, adopted in late 2012. An Early Childhood Development Hub is currently in development in City Centre that will feature at least two types of child care co-located with other services to provide easy access for families and seamless services for children from birth to 12 years of age. It will be leased to the non-profit sector to operate.
- The City and Vancouver Coastal Health consult regularly on emerging health issues facing the community and partner on priority community and social development initiatives. Examples of this have included working collaboratively on the delivery of child care services and facilities, partnering on the Community Wellness Strategy update and participating in Richmond Children First. Both organizations have discussed the delivery of mental health services and advocated to the provincial government for increased funding. A partnership

between Minoru Seniors Society, City Seniors Services and Vancouver Coastal Health resulted in a six-session Education Series on Healthy Aging. The City, Vancouver Coastal Health, Richmond Fire-Rescue, BC Emergency Health Services, Richmond District Parents Association, Richmond RCMP and Richmond School District also held a Community Forum on Drug Overdose and Fentanyl in late 2016 to help community members understand the current epidemic in the region.



- The City and Richmond School District consult and partner regularly on emerging children, youth and education issues facing the community. Examples of collaboration include the Learning and the Brain Youth Summit, the ERASE anti-bullying campaign, reporting on Adult Basic Education, support and advice on the Aboriginal Educational Enhancement Agreement, Youth Outreach Worker liaison with the Adolescent Support Team and Alternative School Programs and partnering on the Community Wellness Strategy update. The City and School District also have a partnership agreement whereby schools may be used for community recreation activities when not in use for school purposes, in exchange for the City undertaking school park grounds maintenance. This partnership was expanded in 2013 to include social service agencies' use of schools.
- Richmond Public Library has been engaging community in a variety of social development initiatives. Community outreach has included targeted visits to seniors' residences, low-income housing complexes and other at-risk groups to ensure that individuals identified as having barriers to access are given the opportunity to utilize the programs, services and materials offered by the Library. The Library also partnered with community organizations to create the first provincial "Early Years Centre site" in BC to be located within a library. It will provide Richmond families with one-stop access to a range of community services, information and referrals.
- The City Grant Program is reviewed to ensure that the program continues to have adequate resources, targets priority community needs and makes efficient use of staff resources. The City's four grant programs support Richmond's social infrastructure in the areas of arts & culture; child care; health, social & safety; and parks, recreation & community events. The City augments the grant budget annually to assist agencies faced with rising costs. The City also reviews the web-based grant application system annually, resulting in several enhancements to streamline the application process for applicants.
- The City's advocacy with senior levels of government includes input to the provincial government, organized by BC Housing and other stakeholders to develop a national housing strategy; the Child Care Licensing Regulation Review; child care funding; the Early Years Strategy; increased funding for mental health services including the need to establish a full-time Richmond Assertive Community Treatment team; the potential impacts of Vancouver Coastal Health staff changes on mental health services; and the need for a Poverty Reduction Strategy. Advocacy with the federal government has included issues such as funding levels for settlement services and English language training and abuse of the Temporary Foreign Worker Program by some child care employers.



Strategic Direction #8: Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities

Why is this Important?

The opportunity to pursue arts, culture and recreation activities plays a critical role in a community's well-being. Creative expression, physical activity, lifelong learning, social connection and wellness all contribute to a sense of personal fulfillment. Parks, recreation, arts, culture and wellness activities provide opportunities for growth and development and can lead to healthier more inclusive lives. These also enable connections with others, regardless of socio-economic or cultural differences, and help build a sense of community.

The City has a long history of supporting arts, culture and recreation through programming and facility development. A number of strategies exist to build upon this legacy including the Parks, Recreation and Cultural Services Master Plan, the Community Wellness Strategy and the Richmond Arts Strategy. These strategies are regularly monitored and updated to help guide the City in its effort to ensure a high quality of life for Richmond residents. Many of these programs and facilities are supported in collaboration with the City's Community Partners.

Highlighted Achievements

- In 2014, Council approved the development of the Minoru Centre for Active Living with a project budget of \$79.6 million. The new 110,000 ft² facility, expected to open in 2018, includes an aquatic centre, seniors centre and sport amenities and will be an iconic, legacy facility for the community. The facility program for the facility was developed through a comprehensive community engagement process including Council, stakeholders and the public.
- The 2015 Community Needs Assessment was conducted to better understand the public's perspectives on Community Service Facilities and Programs. It reached over 1,000 Richmond residents. The results showed that over 90 per cent of residents are using City facilities and parks, are very satisfied with services the City provides and that the City was doing a great job in meeting resident's needs. The study also showed that the use of technology as a preferred communication tool has increased since the last Needs Assessment.
- The new 28,000 square foot City Centre Community Centre officially opened on September 19, 2015. The facility provides recreation and arts opportunities for

the City Centre, which is the fastest area of growth in the City. The Centre includes a 4,000 square foot fitness centre, fitness studio, art studio, music rooms, community living room and multipurpose rooms for all ages. The facility is co-located with satellite campus which Trinity Western University occupies the third and fourth stories of the building and shares a common entrance and lobby with the Community Centre.

- The Minoru Sports Fields Complex improvements include the installation of a Public Address system, cricket and throwing facility upgrades, tennis court surfacing and a covered shade structure for the spectators viewing area. The new field complex provides year-round use and increased capacity for training and hosting tournaments.
- The Community Wellness Strategy was created in cooperation with three local public agencies: the City of Richmond, Vancouver Coastal Health and the Richmond School District. The Strategy is based on the principle that physical wellness cannot happen independently. It correlates strongly with residents having a sense of connectedness to their community, and a commitment to wellness and well-being. Thus, the strategy promotes community connectedness in association with promoting physical activity, as the two go hand-in-hand. The Strategy is currently being updated in consultation with the community and stakeholders.



- The Arts Strategy helps to facilitate the growth of the arts in Richmond by creating an environment and culture in the City that ensures the arts play a strong role in placemaking, community building, tourism and economic development. The Strategy envisions Richmond as “an arts destination with a thriving community and a rich offering of festivals and events”. An update to the Arts Strategy is underway that will include a Cultural Facilities Plan to determine the best types and balance of facilities and programming to support and meet the needs of the community.
- Ongoing and extensive arts and culture events and initiatives continue to help fuel the arts scene in Richmond. This includes the annual Lulu Series: Art in the City speaker series; the Arts Awareness Campaign, How Art Works; the annual Richmond Arts Awards, created in partnership with the Richmond Arts Coalition; the Arts and Culture Grant Program; the Minoru Chapel Opera; Culture Days; the Richmond Maritime Festival and the Writer-in-Residence and Branscombe House Artist-in-Residence programs.
- The Public Art Program offers a stimulating program of educational and community engagement activities to increase public awareness of the arts and encourage public dialogue about art and issues of interest and concern to Richmond residents. The collection of artworks enriching the public realm has grown from just under 100 in 2012 to nearly double, with 185 high quality artworks marking the end of 2016.
- The Summer Art Truck reaches community members with barriers to accessing regular Arts Centre programs. Art Truck activities have included an after-school Intergenerational Art Program which, in partnership with Minoru Place Activity Centre and City Centre Community Centre, connected students from elementary schools to work with creative seniors. In 2015, free programs were offered in partnership with the Richmond Centre for Disability, Richmond Public Library and Richmond School District. In 2016, the Art Truck program enabled children to experience and experiment with a variety of arts during after school hours with the support of School District No. 38 staff. With the involvement of community centres, the Art Truck added a physical literacy component and a nutritionist, working in conjunction with Richmond Public Health, to offer a Healthy Eating segment, where each participant was able to enjoy a nutritionally balanced snack mid-program.
- Facilitating food security has taken on increased significance in recent years and is now recognized as a critical element in supporting the well-being of residents. The Richmond Food Charter was endorsed by Council in 2016 and is a key step towards supporting urban agriculture, strengthening the local food system, increasing access to affordable and healthy food and promoting environmentally sustainable food production, distribution and disposal practices. It informs the ongoing expansion of urban agriculture and food security through the City’s partnerships with the Richmond Food Security Society, the Sharing Farm Society and the Richmond Farm School. The Richmond Food Security Society manages the City’s 300+ community garden plots at nine locations throughout Richmond. Additional community garden plots will be considered in future park planning throughout the city.



Strategic Direction #9: Facilitate Strong and Safe Neighbourhoods

Why is this Important?

One of the most positive aspects of living in Canada is the sense of safety and security that most residents enjoy. At a local level this means safe neighbourhoods where strong social connections foster feelings of inclusion, engagement and community.

The City of Richmond continues to build the type of community infrastructure that supports the development of strong neighbourhoods and connected residents. This includes the development of spaces where people gather and interact, as well as the development of active transportation networks to facilitate the connection of neighbourhoods and residents.

Highlighted Achievements

- Richmond has been actively developing community gathering spaces as focal points for residents to connect with each other and their neighbourhoods. These community gathering spaces build upon the City's network of community centres operated by Community Partners that are already the focal points for many neighbourhoods. Recent examples of other community gathering spaces include: The Steveston Town Square plan that was developed to improve circulation, tie the park area to both the Steveston Museum and Japanese Fishermen's Benevolent Society Building, and to create an opportunity to celebrate the Japanese historic connection to Steveston; Mary's Barn, a 3,500 square foot barn located at Terra Nova which is vital to the Sharing Farm Society's mission to provide fresh, sustainably grown produce for low-income families in Richmond; and the Seine Net Loft Exhibits at the Britannia Shipyard National Historic Site which features five new permanent exhibit zones within the building's 13,000 square feet that explore the fishing and boatbuilding industries on the waterfront, and showcases new research with interactive components.
- To connect Richmond's vibrant community gathering spaces and neighbourhoods, the City has also been developing vibrant streetscapes, bicycle networks and walkways. These connections also support physical activity, the use of active transportation and community socialization. Recently enhanced connections include the Bayview/Chatham Streetscapes, the Parkside Neighbourhood Bike

Route, the Crosstown Neighbourhood Bike Route, the Railway Greenway, and the 7th Avenue Sidewalk in Steveston.

- The Partners for Beautification Program is a unique and ongoing opportunity for community involvement in adoption programs relating to civic beautification. The Program's volunteers have made significant improvements to the City's gardens, parks, trails and streets. In 2016, approximately 1,300 people contributed over 9,000 volunteer hours, participating in invasive species pulls, habitat restoration projects and community clean ups. Some of the major projects for the Program from 2013 to 2016 include a new garden at the Williams Road Pump Station, the planting of native trees at Richmond Nature Park to enhance the Pond Trail and assisting in the creation of the Pollinator Pasture public art installation.
- Actions to enhance community safety and to promote Richmond as a safe and livable community rely on the City's ongoing collaboration with Police Services through programs such as Community Policing, Block Watch, Business Link, a Joint Operations Team and connections between the City's Youth Services Team and the RCMP Youth Team. One aspect of this latter relationship is the Positive Ticket Program that is a partnership between the City and RCMP. Youth "caught" doing positive actions are given a "POSIticket" that entitles them to a free single admission to the City's aquatics, arenas, or Pitch and Putt facility. The card also lists important crisis and contact telephone numbers relevant to youth.



- The Community Safety Committee’s safety partners are to respond directly to Council on community safety issues. The City’s primary public safety providers are Police, Fire-Rescue, Emergency Preparedness and Community Bylaws. These providers work closely with other key City departments such as Transportation; Business Licensing; Building Approvals; Community Social Development, Parks, Recreation and Sport; and Arts, Culture and Heritage Services. They also work closely with other external agencies including: BC Ambulance; Coast Guard and Richmond Health Services
- The City supports multiple efforts of government and community-based partners to address mental health, substance abuse and addictions concerns in Richmond. Health, Social and Safety Grants are

provided to organizations addressing mental health, substance abuse and addictions, including grants to the Canadian Mental Health Association for the Super Fun Kids Program that supports children of parents with serious and persistent mental illness or addictions; to Chimo Community Services for support crisis response services; to Community Mental Wellness Association of Canada for social support programs; to Pathways Clubhouse for the Meal Program; to Richmond Addiction Services Society for the Centre of Excellence in addiction prevention; to Richmond Mental Health Consumer and Friends Society for peer support; and to Turning Point Recovery Society to assist with drop-in centre expenses. For further information on Health, Social and Safety grants, see Strategic Directions 2 and 4.



Next Steps

The City continues to enhance the quality of life for its residents through the implementation of “Building Our Social Future, A Social Development Strategy for Richmond (2013–2022)”. This report provides information on the City’s progress in meeting the Social Development Strategy’s short term and ongoing actions since it was adopted in 2013. Future reports will focus on the progress made in meeting the Strategy’s medium term, long term and ongoing actions.

When the Strategy was adopted it was recognized that there were five key areas that were a priority for the future. Those priority areas are just as relevant today as they are for tomorrow. Future anticipated highlights for each priority area are shown below:

1. Cultural Diversity
 - Expansion of the New Canadian Tours program
 - Cultural Harmony Strategy development and implementation
 - Revised Recreation Fee Subsidy Program
 - Renewed building audit program in collaboration with the Rick Hansen Foundation
2. Aging of the Population
 - Further implementation of the 2015–2020 Seniors Service Plan and the Age-Friendly Assessment and Action Plan (2015–2019)
3. Social Capital & Infrastructure
 - Opening of the Minoru Centre for Active Living
4. Children, Families and Youth
 - 2017–2022 Child Care Needs Assessment and Strategy implementation
 - Further development of child care facilities and Early Childhood Development service hubs
 - Enhancements to the Roving Leader Program
5. Affordable Housing and Affordable Living
 - Affordable Housing Strategy Update adoption and implementation
 - Update to the Homelessness Strategy

Conclusion

The Social Development Strategy has proven to be an effective guide in the coordination of the City of Richmond’s response to social issues in the community. Considerable progress has been made in addressing the Strategy’s short term and ongoing actions since it was adopted in late 2013. The Social Development Strategy has been, and will continue to be, a critical resource in aiding the City of Richmond to realize its vision “to be the most appealing, livable and well managed community in Canada.”

Regardless of the successes that have been achieved, the City and its Community Partners must remain diligent to ensure actions within the Strategy are fully realized. Communities are constantly evolving, as new trends emerge and others lose relevance over time. Accordingly, implementation of the Social Development Strategy must continue to be flexible to meet the demands and increase the well-being of an ever-evolving community.

Appendix A: Social Development Strategy 2013–2022

Goals, Strategic Directions and Actions

Goal #1: Social Equity and Inclusion

Strategic Direction #1: Expand Housing Choices

ACTION 1: Implement, monitor, and enhance the Richmond Affordable Housing Strategy, placing priority attention on:

- 1.1** Developing a Housing Action Plan that incorporates ongoing monitoring, revisions and housing targets for people living on limited incomes (e.g. older adults, people on social assistance and youth-at-risk). *Short term (0-3 years)*
- 1.2** Exploring options for increasing the supply of “workforce housing” (e.g. helping people who work in Richmond to be able to afford to live in the city). *Short term (0-3 years)*
- 1.3** Enhancing policies and mechanisms for facilitating affordable homeownership in Richmond. *Short term (0-3 years)*
- 1.4** Pursuing development of an emergency shelter for women and children. *Short term (0-3 years)*
- 1.5** Updating the Homelessness Strategy, in collaboration with other community partners, examining housing and support service needs and options for people who are homeless or at risk of homelessness in Richmond. *Short term (0-3 years)*
- 1.6** Exploring creative financing options, to supplement developer contributions to augment the City’s Affordable Housing Reserves. *Long term (7-10 years)*
- 1.7** Using the Affordable Housing Reserve Fund for strategic land acquisitions and other initiatives to facilitate provision of subsidized rental housing. *Ongoing*
- 1.8** Enhancing collaboration with non-profit societies, the faith community, private businesses and senior government to pursue innovation funding mechanisms, leveraged investment opportunities and other approaches for developing affordable housing with appropriate community support services. *Ongoing*

- 1.9** Continuing participation in local and regional homelessness initiatives. *Ongoing*
- 1.10** Continuing to advocate to Senior Government for necessary programs and funding to address priority affordable housing needs. *Ongoing*

ACTION 2: Support opportunities for people to remain in their neighbourhoods as they age, or personal circumstances or family status changes, through such means as:

- 2.1** Continuing to accommodate a variety of housing forms, with designs that facilitate aging in place, through the OCP, Zoning Bylaw and planning policies (e.g. secondary suites, laneway housing, townhouse units within high density developments; diverse unit sizes). *Ongoing*
- 2.2** Reviewing incentives to encourage homeowners to establish secondary suites, laneway housing and other desired housing forms in Richmond neighbourhoods. *Ongoing*
- 2.3** Encouraging development of housing and community spaces that incorporate physical, socioeconomic and cultural accessibility features that support liveability and aging in place. *Ongoing*
- 2.4** Continuing to pursue opportunities to increase the public’s understanding of housing challenges for people with addictions, physical disabilities and mental health issues. *Ongoing*

Strategic Direction #2: Enhance Community Accessibility

ACTION 3: Continue to play a leadership role with respect to physical accessibility, consulting with people with disabilities and other partners in efforts to:

- 3.1** Implement the policies specified in the 2041 OCP pertaining to adaptable and convertible housing requirements, visitability and overall housing accessibility. *Short term (0-3 years) and then Ongoing*
- 3.2** Establish cost-effective accessibility design specifications for affordable housing developments. *Short term (0-3 years)*
- 3.3** Review and refine universal accessibility guidelines for multiple family residential dwellings, and promote the incorporation of adaptable design features in new single family developments. *Medium term (4-6 years)*
- 3.4** Establish formal targeted approaches to increase employment opportunities with the City for people living with disabilities. *Medium term (4-6 years)*
- 3.5** Promote best practices in the assessment and upgrading of accessibility features in City and non-City facilities (e.g. continued participation with the Rick Hansen Foundation and others on the promotion and enhancement of the Planat online venue accessibility rating tool). *Ongoing*
- 3.6** Develop a comprehensive plan with associated budget requirements, for undertaking necessary upgrades to further increase accessibility of existing City facilities. *Long term (7-10 years)*
- 3.7** Ensure that, to the extent possible, City facilities and the public realm (e.g. parks, sidewalks) are accessible. *Ongoing*

ACTION 4: Conduct a comprehensive review of the Recreation Fee Subsidy Program to ensure it continues to address priority needs, within the City's means, with consideration being given to:

- 4.1** Exploring program expansion to assist more low income residents (e.g. adults, older adults, people with disabilities). *Short term (0-3 years)*
- 4.2** Using technological improvements to enhance customer service and program administration. *Short term (0-3 years)*

- 4.3** Increasing available opportunities for resident participation in community recreation, arts and cultural activities. *Short term (0-3 years)*
- 4.4** Developing enhanced communication and marketing approaches to facilitate maximum uptake of the Recreation Fee Subsidy Program by eligible recipients. *Short term (0-3 years)*
- 4.5** Exploring alternative mechanisms for administration of the program (e.g. through a non-profit agency, funded by the City and in accordance with City guidelines). *Short term (0-3 years)*

ACTION 5: Acknowledging that income data from Statistics Canada and other sources alone do not present a complete or fully reliable picture of poverty in Richmond, work with community-based organizations, senior governments and other partners to initiate a culturally-sensitive process to:

- 5.1** Improve understanding of the characteristics and challenges of low income residents in Richmond. *Short term (0-3 years) and then Ongoing*
- 5.2** Support initiatives to help individuals and families move out of poverty, specifying the roles that the City and other partners and jurisdictions can play in pursuing viable solutions (e.g. job readiness programs, affordable housing measures). *Short term (0-3 years) and then Ongoing*

ACTION 6: Support and encourage community-based initiatives that promote independence and reduce the cost of living for low income households (e.g. community gardens, community kitchens, low income resource directory, social enterprises, and community-based life skills workshops). *Ongoing*

Strategic Direction #3: Address the Needs of an Aging Population

ACTION 7: Implement, monitor and update the Older Adults Service Plan, placing priority attention on:

- 7.1** Pursuing approaches that involve planning with, not for, the older adult population. *Short term (0-3 years)*
- 7.2** Expanding the volunteer base to serve the older adult population, as well as providing meaningful volunteer opportunities for older adults. *Short term (0-3 years)*
- 7.3** Ensuring older adults and their families and caregivers are aware of available recreation, leisure, wellness and health promotion opportunities in the community. *Short term (0-3 years)*
- 7.4** Expanding recreation, leisure and wellness services and programs to frail and isolated older adults allowing them to remain in their own homes for as long as possible. *Ongoing*
- 7.5** Reviewing the pricing structure for City programs for older adults to ensure it remains equitable and sustainable, while also being affordable for those with limited incomes. *Medium term (4-6 years)*
- 7.6** Exploring partnerships with service providers, strata councils and housing providers to bring wellness outreach programs into buildings with a high concentration of older adults. *Short term (0-3 years)*
- 7.7** Connecting non-English speaking older adults with appropriate recreation, leisure and wellness services and programs (e.g. through the use of multilingual volunteers, translation services and partnerships with community groups). *Ongoing*
- 7.8** Developing a communication strategy to increase the awareness of the young-old (55-65 years) regarding health, wellness, the aging process, legislation, programs and benefits available to older adults. *Short term (0-3 years)*

ACTION 8: Build an expanded Minoru Place Activity Centre, ensuring that the new facility is adequate for meeting the needs of Richmond's growing and diverse older adult population, while also being flexible to accommodate other groups and respond to changing needs over time. *Short term (0-3 years)*

ACTION 9: Support aging in place initiatives and the ongoing development of Richmond as an age-friendly community through such actions as:

- 9.1** Pursuing the City of Richmond's designation as an Age-friendly City, joining the World Health Organizations Global Network of Age-friendly Cities and Communities. *Short term (0-3 years)*
- 9.2** Developing a comprehensive Aging in Place Strategy for Richmond, utilizing best practice research and an assessment of current and future community needs. *Long term (7-10 years)*
- 9.3** Collaborating with senior governments, Vancouver Coastal Health, and community partners in planning and delivery of programs (e.g. community wellness clinics, elder abuse prevention initiatives) which help older adults continue to live independently in their community for as long as possible. *Ongoing*
- 9.4** Collaborating with Vancouver Coastal Health and other partners to ensure that appropriate and sufficient care facilities, adult day centre spaces and other resources are available to meet the needs of older adults who are no longer able to live independently. *Ongoing*
- 9.5** Striving to ensure that City land use plans, policies and developments support aging in place (e.g. through diverse housing forms, accessible outdoor public spaces and built environments, public realm features which encourage physical activity and social connections). *Ongoing*

Strategic Direction #4: Help Richmond's Children, Youth and Families to Thrive

ACTION 10: Support the establishment of high quality, safe child care services in Richmond through such means as:

- 10.1 Conducting periodic Child Care Needs Assessments, with interim monitoring to identify existing and future child care requirements, by type of care and geographic area of need. *Medium term (4-6 years)*
- 10.2 Exploring creative financing options to supplement developer contributions to augment the City's Child Care Development Reserves. *Long term (7-10 years)*
- 10.3** Securing City-owned child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers. *Ongoing*
- 10.4** Encouraging the establishment of child care facilities near schools, parks and community centres. *Ongoing*
- 10.5** Encouraging private developers to contribute to the City's Child Care Development Reserve Fund, as appropriate. *Ongoing*
- 10.6** Consulting and collaborating with child care providers and other community partners on child care issues. *Ongoing*
- 10.7** Administering the City's Child Care Grant Program to support the provision of quality, affordable, accessible child care in Richmond. *Ongoing*
- 10.8** Advocating for senior governments to contribute funding and improve policies to address local child care needs. *Ongoing*

ACTION 11: Implement policies identified in the 2041 Official Community Plan to promote the establishment and maintenance of a comprehensive child care system. *Ongoing*

ACTION 12: Seek opportunities to provide support for children and families through:

- 12.1** Working with Richmond Children First and other partners to:
 - advance the objectives of Richmond's Children's Charter; and
 - develop and implement strategies to best support children and families. *Short term (0-3 years)*
- 12.2** Seeking opportunities to negotiate space for family-oriented community service hubs through the rezoning process (e.g. co-location of child care, family support and health services). *Ongoing*
- 12.3** Providing children and families with the opportunity to participate, as appropriate, in plans, policies, and programs affecting them and the community. *Ongoing*
- 12.4** Making Richmond an increasingly child and family friendly community through progressive City land use planning and design practices. *Ongoing*
- 12.5** Supporting the establishment of family-oriented affordable housing. *Ongoing*
- 12.6** Providing community grants to organizations that offer services to support children and families. *Ongoing*
- 12.7** Providing adorable and accessible child and family-friendly parks, recreation and cultural opportunities, including library programs and services. *Ongoing*
- 12.8** Supporting programs and initiatives that address domestic violence, poverty, mental health and addictions. *Ongoing*

ACTION 13: Monitor and update the Youth Service Plan, striving to create an environment that generates opportunities for Richmond’s youth to have a safe and healthy journey into adulthood, placing priority attention on:

- 13.1** Expanding services for youth in the City Centre. *Short term (0-3 years)*
- 13.2** Enhancing dedicated, safe, youth-friendly spaces in various facilities throughout Richmond. *Short term (0-3 years)*
- 13.3** Engaging youth in City and community-based planning processes. *Short term (0-3 years)*
- 13.4** Promoting and applying the 40 Development Assets based approach to programming for youth. *Ongoing*
- 13.5** Supporting community-based initiatives to provide children and youth from diverse background with opportunities to receive common leadership training and volunteer to serve others in the community. *Ongoing*
- 13.6** Supporting efforts of community-based groups to give Richmond schools children access to nutritious means. *Ongoing*

ACTION 14: Work with Police Services, the School District, youth serving agencies and youth groups on initiatives to:

- 14.1** Increase awareness and education in efforts to reduce the prevalence of bullying. *Short term (0-3 years)*
- 14.2** Improve information and referral amongst youth serving agencies in the City. *Short term (0-3 years)*
- 14.3** Reduce the lure for young people to join gangs. *Ongoing*

Goal #2: Engaging Our Citizens

Strategic Direction #5: Build on Richmond’s Cultural Diversity

ACTION 15: Implement, monitor and update the Intercultural Strategic Plan and Work Program.
Medium term (4-6 years)

ACTION 16: Improve the City’s cultural competence through monitoring the intercultural sensitivity and inclusiveness of corporate policies and practices, making adjustments as necessary to:

- 16.1** Establish clear guidelines for providing translation and interpretation services to conduct City business. *Short term (0-3 years)*
- 16.2 Devise and implement a comprehensive cultural diversity training program for City and community partner staff. *Medium term (4-6 years)*
- 16.3 Undertake a comprehensive review of City policies and practices from a diversity perspective, identifying gaps and proposed improvements. *Long term (7-10 years)*
- 16.4** Recognize and reduce barriers faced by new immigrants in accessing City services. *Ongoing*

ACTION 17: Improve employment opportunities for immigrants with foreign training and credentials, focusing on:

- 17.1 Exploring opportunities to develop a pilot “apprenticeship” type program targeted at recent immigrants, for the City and stakeholders, including the business and intercultural sectors. *Medium term (4-6 years)*

ACTION 18: Increase awareness of and access to City employment opportunities by immigrant groups through:

- 18.1 Working with community agencies and other partners to publicize City employment opportunities to immigrant groups and improve mutual understanding of barriers and needs. *Medium term (4-6 years)*
- 18.2** Continuing to explore and develop outreach mechanisms to encourage individuals from cultural groups that are currently under-represented in the City workforce to apply for available employment opportunities. *Ongoing*

ACTION 19: Create opportunities to showcase Richmond’s cultural diversity and facilitate intercultural dialogue by:

- 19.1** Encouraging collaborative approaches to ensure that Richmond remains a welcoming and integrated community, while respecting the desires of immigrant groups to maintain their own cultures. *Short term (0-3 years)*
- 19.2** Facilitating the development and coordination of intercultural events that provide opportunities for active learning about the traditions of different cultures. *Ongoing*
- 19.3** Researching and pursuing opportunities for community-based dialogues or forums about current issues that face the community as a whole, and that build intercultural interaction and awareness regarding shared values and goals amongst residents of Richmond. *Ongoing*

ACTION 20: Consult with local First Nations and urban Aboriginal organizations and other partners to:

- 20.1** Gain a better understanding of the needs of Richmond’s urban Aboriginal population, and opportunities for future collaboration. *Short term (0-3 years)*
- 20.2** Support the Richmond National Aboriginal Day event and Richmond School District Aboriginal Enhancement Agreement initiatives. *Ongoing*

ACTION 21: In conjunction with community agencies and other partners, continue to advocate to senior governments on such matters as:

- 21.1** Funding levels for settlement services and English language training. *Short term (0-3 years) then Ongoing*
- 21.2** Licensing processes and accreditation for foreign-trained professionals. *Short term (0-3 years) then Ongoing*
- 21.3** Necessary adjustments to Federal immigration policies and recruitment campaigns. *Short term (0-3 years) then Ongoing*

ACTION 22: Collaborate with community partners on:

- 22.1** Developing services and strategies that recognize the needs, interests and safety concerns of Richmond's Lesbian, Gay, Transgendered and Bisexual (LGTB) communities. *Short term (0-3 years)*
- 22.2 Collaborating on developing cross-agency staff awareness training programs on LGTB issues. *Medium term (4-6 years)*

ACTION 23: Establish targeted measures to prevent and respond to incidents of racism in Richmond by:

- 23.1** Participating in the establishment of media watch mechanisms with stakeholders to monitor the local media, City and community communication and work to redress misperceptions created by inaccurate or insensitive references to particular cultural groups. *Short term (0-3 years)*
- 23.2 Developing an intercultural intervention resource package and subsequent training, within City and stakeholder structures, to respond to intercultural conflicts and incidents. *Medium term (4-6 years)*
- 23.3** Collaborating with the business sector and other partners to ensure racist graffiti is removed in a timely manner both from City and non-City properties in Richmond and that any wording on business signage and/or City documentation prominently includes the English language. *Ongoing*

Strategic Direction #6: Support Community Engagement and Volunteerism

ACTION 24: Implement, monitor and update the Richmond Community Services Volunteer Management Strategy. *Short term (0-3 years)*

ACTION 25: Develop a comprehensive communication strategy for encouraging and supporting a cross section of Richmond residents, particularly those who may face barriers to participation (e.g. recent immigrants, people with disabilities, etc.) to participate in City planning and decision making processes, whereby the City:

- 25.1** Strives to ensure that key written information is presented in plain English and in additional languages, as appropriate. *Short term (0-3 years)*
- 25.2** Works with the media, including ethnic-specific media, to disseminate information and solicit ideas from the public. *Short term (0-3 years)*
- 25.3** Increase the use of social media and other innovative communication/engagement tools (e.g. study circles, online discussion forums). *Short term (0-3 years)*
- 25.4** Undertakes best practice research to develop tools to improve City community engagement practices (e.g. updating and enhancing the Public Participation Toolkit). *Long term (7-10 years)*

ACTION 26: Review the City's advisory committee structure to determine:

- 26.1** Whether existing committee structure is the most effective for obtaining community advice on particular matters. *Medium term (4-6 years)*
- 26.2** Mechanisms for ensuring that committees are best positioned to provide helpful and timely advice to City staff and elected officials including:
 - clear Terms of Reference for each committee;
 - clear roles of elected officials and staff;
 - annual orientation program for new committee members;
 - consistent reporting procedures and feedback mechanisms;

- mechanisms for information exchange amongst committees; and
- work programs that reflect Council Term Goals. *Medium term (4-6 years).*

ACTION 27: Support and encourage community-based efforts to attract and develop the leadership potential of people who live or work in Richmond and, as appropriate, coordinate these efforts with the work of municipal advisory committees. *Ongoing*

ACTION 28: Expand the City's New Canadian Tours program by:

- 28.1** Seeking corporate sponsorships and expanding the partner base of the program. *Short term (0-3 years)*
- 28.2** Providing participants with additional information on opportunities for participation in municipal decision making processes and active involvement in civic life. *Short term (0-3 years)*

Goal #3: Building on Social Assets and Community Capacity

Strategic Direction #7: Strengthen Richmond’s Social Infrastructure

ACTION 29: Prepare an enhanced policy framework for securing community amenities (e.g. space for City services, space for lease to community agencies) through the rezoning process for new developments including:

- 29.1** Developing an administrative structure (e.g. senior staff review team) and criteria for assessing community amenity options for recommendation to Council on specific rezoning applications. *Short term (0-3 years)*
- 29.2 Establishment of a Community Amenity Reserve Policy and Fund, similar to those for affordable housing and child care, to secure cash contributions from developers for future amenity development in lieu of the provision of built amenity space. *Long term (7-10 years)*

ACTION 30: Develop and maintain a database on space needs of non-profit social service agencies to be updated annually through surveys of agencies. *Short term (0-3 years)*

ACTION 31: In consultation with community agencies and developers, establish a clear, consistent City policy framework for assisting community agencies to secure program and office space for their operations, with the framework specifying, among other things:

- eligibility requirements and criteria for support;
- application process with an emphasis on transparency, consistency and fairness;
- timing requirements
- clarification of responsibilities of participating parties (e.g. agencies, developers, City);
- examples of spaces that may be pursued (e.g. multi-service hubs, single agency spaces, strategic/specific agency groupings); and

- alternative mechanisms for the securing or provision of space (e.g. lease of City premises, space secured through private rezoning as an amenity contribution, space secured for lease as part of a private development approvals process, space secured through City partnerships with other levels of government). *Short term (0-3 years)*

ACTION 32: Implement the City Centre Area Plan policy of exploring opportunities to establish multi-use, multi-agency community service hubs in appropriate locations in the City Centre, while also pursuing other types of agency space, as appropriate, throughout Richmond. *Short term (0-3 years)*

ACTION 33: Develop mechanisms and guidelines to expand use of the City’s communication channels (e.g. website) to help community agencies publicize their services, programs and events. *Short term (0-3 years)*

ACTION 34: Strengthen the City’s already strong collaborative relationship with Vancouver Coastal Health, consulting on emerging health care issues facing the community, advocating for needed services, partnering on priority community and social development initiatives and soliciting input in the health implications of key City planning matters. *Ongoing*

ACTION 35: Strengthen the City’s already strong collaborative relationship with the Richmond School District, consulting with the district on emerging children, youth and education issues facing the community, advocating for needed programs, and partnering on priority community and social development initiatives. *Ongoing*

ACTION 36: Encourage the Richmond School District to:

- 36.1** Expand community access and use of its schools.
Short term (0-3 years)
- 36.2 Explore the potential for working together to establish a pilot community school in the city.
Long term (7-10 years)

ACTION 37: Expand opportunities for partnering with Richmond Public Library on community engagement and social development initiatives.
Ongoing

ACTION 38: Nurture and enhance existing communication channels and networks with community agencies (e.g. through staff support to the Richmond Community Services Advisory Committee, participation in networking groups.)
Ongoing

ACTION 39: Administer, monitor and enhance the City Grant Program, undertaking reviews as required to ensure that the program continues to have adequate resources, targets priority community needs and makes efficient use of staff resources.
Ongoing

ACTION 40: Continue to improve mechanisms and enhance timely interdepartmental collaboration to ensure that in City planning and decision making, social factors are given appropriate consideration, in conjunction with economic and environmental factors.
Ongoing

ACTION 41: Develop and maintain strong networks and communication channels with senior government partners to seek their policy and financial assistance in addressing Richmond social issues.
Ongoing

ACTION 42: Participate in joint planning and networking initiatives with community partners (e.g. Richmond School District, Vancouver Coastal Health, Metro Vancouver, non-profit agencies), working collaboratively to address social development concerns in the community.
Ongoing

Strategic Direction #8: Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities

ACTION 43: Implement, monitor and update the Parks, Recreation and Cultural Services Master Plan, based on updated Community Needs Assessments, developing and enhancing an appropriate range of parks, recreation and cultural facilities throughout Richmond. *Ongoing*

ACTION 44: Implement, monitor and update the Community Wellness Strategy including development of community wellness indicators in partnership with Vancouver Coastal Health. *Ongoing*

ACTION 45: Implement, monitor and update the Richmond Arts Strategy recognizing that the arts can be an important social development tool with respect to:

- education (e.g. increasing public awareness of social issues through theatre or visual media);
- engagement (e.g. providing opportunities for people to become more involved in the community); and
- employment (e.g. providing jobs for people in arts related fields). *Ongoing*

ACTION 46 – Facilitate food security for Richmond residents by:

- 46.1** Supporting retention of agricultural lands and efforts to make these lands economically viable. *Ongoing*
- 46.2** Encouraging development of community gardens and farmers markets. *Ongoing*
- 46.3** Supporting the Richmond Farm School as an important component for the agricultural sector in the region. *Ongoing*
- 46.4** Working with the Richmond Food Security Society and Vancouver Coastal Health to facilitate food security related initiatives. *Ongoing*

ACTION 47: Explore opportunities for use of the Richmond Olympic Oval for social development initiatives. *Medium term (4-6 years)*

Strategic Direction #9: Facilitate Strong and Safe Neighbourhoods

ACTION 48: Ensure that the City's land use planning and transportation policies and bylaws create neighbourhoods that support Richmond's active living, social development and wellness objectives through such measures as:

- 48.1** Identifying locations, funding options, and planning mechanisms for the development of community gathering spaces in various parts of the city. *Ongoing*
- 48.2** Facilitating development of vibrant streetscapes with a diverse range of uses and amenities in appropriate neighbourhood locations throughout Richmond. *Ongoing*
- 48.3** Completing a network of bike routes and walkways linking neighbourhood hubs and gathering places to one another and to regional amenities. *Ongoing*

ACTION 49: Support local community building initiatives, focusing on:

- 49.1** Developing community gardens, boulevard planting areas and other informal gathering places in local neighbourhoods through the existing Partners for Beautification Program. *Ongoing*
- 49.2** Supporting community clean up events and community arts activities. *Ongoing*

ACTION 50: Continue to co-locate recreation and other community facilities with or near school sites. *Ongoing*

ACTION 51: Encourage community agencies and faith-based groups to make spaces available in their premises at reasonable rates for local community users (e.g. meetings, drop-in programs). *Ongoing*

ACTION 52: Collaborate with Police Services and community partners to promote Richmond as a safe and livable community. *Ongoing*

ACTION 53: Support the efforts of government and community-based partners to address mental health, substance abuse and addiction concerns in Richmond. *Ongoing*



City of Richmond

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SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Legend:

- Significant Progress – 50% or more of the work to address this Action has been completed.
- Work Initiated - There has been some progress towards addressing this Action, but more work remains.
- Work Not Yet Begun – Work towards achieving this Action has not been initiated.

Goal #1: ENHANCE SOCIAL EQUITY AND INCLUSION			
Strategic Direction #1. Expand Housing Choices			
Action	Timeline	Status	Achievements to Date
Action #1—Implement, monitor, and enhance the Richmond Affordable Housing Strategy, placing priority attention on:			
1.1 Developing a Housing Action Plan that incorporates ongoing monitoring, revisions and housing targets for people living on limited income (e.g. older adults, people on social assistance and youth-at-risk).	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Nov 2016: Completed Housing Affordability Profile; and • Fall 2016: Commenced Policy Review Phase of the Affordable Housing Strategy update.
1.2 Exploring options for increasing the supply of “workforce housing” (e.g. helping people who work in Richmond to be able to afford to live in the city).	Short Term (0 – 3 years)		
1.3 Enhancing policies and mechanisms for facilitating affordable home ownership in Richmond.	Short Term (0 – 3 years)		
1.4 Pursuing development of an emergency shelter for women and children.	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • The City continues to work on this issue with BC Housing and service providers.
1.5 Updating the Homelessness Strategy, in collaboration with other community partners, examining housing and support service needs and options for people who are homeless or at risk of homelessness in Richmond.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Capital submission to update the strategy in 2017
1.7 Using the Affordable Housing Reserve Fund for strategic land acquisitions and other initiatives to facilitate provision of subsidized rental housing.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Received direction to purchase land for a shelter; and • Council approved \$50,000 from the Affordable Housing Reserve Fund to fund a Homelessness Liaison pilot and for the creation of a centralized housing data base.
1.8 Enhancing collaboration with non-profit societies, the faith community, private businesses and senior governments to pursue innovative funding mechanisms, leveraged investment opportunities and other approaches for developing affordable housing with appropriate community support services.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • City staff worked with executive members of the Richmond Homelessness Coalition to update their Terms of Reference to increase collaboration for funding and projects; • Affordable Housing Resource Guide developed in 2015 to serve as a resource for organizations interested in the development of affordable housing; • Completed Richmond Housing Affordability Profile, highlighting the priority groups in need and housing gaps in Richmond; and • 564 affordable housing units secured by legal agreements.
1.9 Continuing participation in local and regional homelessness initiatives.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Staff participation in Metro Vancouver’s Regional Housing Subcommittee; • Regular informal meetings with BC Housing; and • Monthly Richmond Homelessness Coalition meetings.
1.10 Continuing to advocate to Senior Government for necessary programs and funding to address priority affordable housing needs.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • BC Housing committed to funding for the operation of winter shelter; and • Applied for Innovative Solutions to Homelessness (Project Contribution) Grant in November 2016.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
Action #2—Support opportunities for people to remain in their neighbourhoods as they age, or personal circumstances or family status changes, through such means as:			
2.1 Continuing to accommodate a variety of housing forms, with designs that facilitate aging in place, through the OCP, Zoning Bylaw and planning policies (e.g. secondary suites, laneway housing, townhouse units within higher density developments; diverse unit sizes).	Ongoing	Significant Progress	<ul style="list-style-type: none"> Selected consultant to review affordable housing policies and determine vulnerable populations; Draft market rental policy endorsed by Council in October 2016; and Staff continue to encourage Low End Market Rental units that meet adaptable and convertible housing guidelines.
2.2 Reviewing incentives to encourage homeowners to establish secondary suites, laneway housing and other desired housing forms in Richmond neighbourhoods.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Selected consultant to review affordable housing policies, including small builder contributions and secondary suites.
2.3 Encouraging development of housing and community spaces that incorporate physical, socioeconomic and cultural accessibility features that support livability and aging in place.	Ongoing	Work Initiated	<ul style="list-style-type: none"> Draft market rental policy endorsed by Council in October 2016; and Staff continue to encourage Low End Market Rental units that meet adaptable and convertible housing guidelines.
2.4 Continuing to pursue opportunities to increase the public's understanding of housing challenges for people with addictions, physical disabilities and mental health issues.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Nov. 2016 - Completed housing affordability profile to understand community housing needs.
Strategic Direction #2 - Enhance Community Accessibility			
Action #3—Continue to play a leadership role with respect to physical accessibility, consulting with people with disabilities and other partners in efforts to:			
3.1 Implement the policies specified in the 2041 OCP pertaining to adaptable and convertible housing requirements, visit ability and overall housing accessibility.	Short Term (0 – 3 years) then Ongoing	Work Initiated	<ul style="list-style-type: none"> Staff continue to encourage Low End Market Rental units that meet adaptable and convertible housing guidelines.
3.2 Establish cost-effective accessibility design specifications for affordable housing developments.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> Staff continue to encourage the use of the Affordable Housing Design Guidelines resource when developing new affordable housing buildings/units.
3.5 Promote best practices in the assessment and upgrading of accessibility features in City and non-City facilities (e.g. continued participation with the Rick Hansen Foundation and others on the promotion and enhancement of the Planat online venue accessibility rating tool).	Ongoing	Significant Progress	<ul style="list-style-type: none"> Partnerships with Rick Hansen Foundation leading to ongoing audits of City building; and Assisted with City Hall media event to launch new Rick Hansen Foundation building assessment program.
3.7 Ensure that, to the extent possible, City facilities and the public realm (e.g. parks, sidewalks) are accessible.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Ongoing link between Richmond Centre for Disability and City departments to report accessibility issues in the public realm; Commitment to equip all special crosswalks and traffic signals with Audible Pedestrian Signals; Upgrade of 80 bus stops to become fully accessible; and Expansion of trails with wheelchair access and wayfinding features.
Action #4—Conduct a comprehensive review of the Recreation Fee Subsidy Program to ensure it continues to address priority needs, within the City's means, with consideration being given to:			
4.1 Exploring program expansion to assist more low income residents (e.g. adults, older adults, and people with disabilities).	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> Recreation Fee Subsidy Program Review initiated and presented to Parks, Recreation and Cultural Services Committee in April 2016; and Consultation meetings held with Community Partners in June and November 2016.
4.2 Using technological improvements to enhance customer service and program administration.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> Concepts for customer service and program administration improvements identified.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
4.3 Increasing available opportunities for resident participation in community recreation, arts and cultural activities.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Recreation Fee Subsidy Program Review initiated and presented to Parks, Recreation and Cultural Services Committee in April 2016; and • Consultation meetings held with Community Partners in June and November 2016.
4.4 Developing enhanced communication and marketing approaches to facilitate maximum uptake of the Recreation Fee Subsidy Program by eligible recipients.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Research conducted on promising practices in communication in neighbouring municipalities; and • Drafts of a short term and long term communications plan initiated.
4.5 Exploring alternative mechanisms for administration of the program (e.g. through a non-profit agency, funded by the City and in accordance with City guidelines).	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Options explored for streamlining the application process, particularly related to accepting clients with social assistance documentation and engaging local community social service agencies in submitting pre-screened client referrals.
Action 5—Acknowledging that income data from Statistics Canada and other sources alone do not present a complete or fully reliable picture of poverty in Richmond, work with community-based organizations, senior governments and other partners to initiate a culturally-sensitive process to:			
5.1 Improve understanding of the characteristics and challenges of low income residents in Richmond.	Short Term (0 – 3 years) and then Ongoing	Significant Progress	<ul style="list-style-type: none"> • Richmond Community Services Advisory Committee (RCSAC) Communication Tool re: Adult Basic Education Fees presented to Council on September 26, 2016; • Housing Affordability Profile endorsed by Council Nov. 14, 2016; • Draft Child Care Needs Assessment provided enhanced knowledge of child care needs; and • RCSAC Communication Tool developed re: Municipal Responses to Child and Youth Poverty.
5.2 Support initiatives to help individuals and families move out of poverty, specifying the roles that the City and other partners and jurisdictions can play in pursuing viable solutions (e.g. job readiness programs, affordable housing measures).	Short Term (0–3 years) and then Ongoing	Significant Progress	<ul style="list-style-type: none"> • Health, Social and Safety Grants delivered to the community annually; • Publication and updates to the Low Cost, No Cost brochure and the Barrier Free Richmond Guide; and • Ongoing advocacy to Senior Governments, e.g. letters to Province re: Persons with Disabilities Bus Pass Fee Increase, Provincial Poverty Reduction Strategy, Adult Basic Education.
Action 6—Support and encourage community-based initiatives that promote independence and reduce the cost of living for low income households (e.g. community gardens, community kitchens, low income resource directory, social enterprises, and community-based life skills workshops).			
Support and encourage community-based initiatives that promote independence and reduce the cost of living for low income households (e.g. community gardens, community kitchens, low income resource directory, social enterprises, and community-based life skills workshops).	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Health, Social and Safety Grants, as well as Parks, Recreation and Community Events grants to non-profit societies; • Participation in Richmond Children First "Avenues of Change" initiative to support City Centre families and recommendations for Success by 6 Grants; • RCSAC supports members offering these types of programs by networking, information sharing and presentations; and • The City provides land for use by the Sharing Farm and the Richmond Food Security Society to increase food security for low income households.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
Strategic Direction #3 -Address the Needs of an Aging Population			
Action 7. Implement, monitor and update the Older Adults Service Plan, placing priority attention on:			
7.1 Pursuing approaches that involve planning with, not for, the older adult population.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • 2015-2020 Seniors Service Plan, updated and distributed throughout the community. Extensive seniors' involvement in the development of the Seniors Service Plan through focus groups, Surveys, and evaluations; • Minoru Complex Building Committee; • Seniors Advisory Committee; • Minoru Seniors Society Board & Sub-Committees; and • Seniors input through service on other advisory committees and as board members with community associations.
7.2 Expanding the volunteer base to serve the older adult population, as well as providing meaningful volunteer opportunities for older adults.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Increased utilization of iCanHelp, the City's volunteer website; • Created opportunities based on the individual. Job descriptions and training manuals to enhance the experience; and • Expanded opportunities to include all ages allowing for intergenerational and cultural integration.
7.3 Ensuring older adults and their families and caregivers are aware of available recreation, leisure, wellness and health promotion opportunities in the community.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Created Mini-guide highlighting programs and services at Minoru Place Activity Centre that was circulated in non-traditional settings (Richmond General Hospital, doctors' offices, faith organizations etc.); • Revamped the Minoru Place News in the Richmond News to be more relevant and easier to read; and • Annual Positive Aging Campaign.
7.4 Expanding recreation, leisure and wellness services and programs to frail and isolated older adults allowing them to remain in their own homes for as long as possible.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Provided transportation for more programs and events; • Expanded Wellness Connections program to 2 days per week; and • Enhanced partnership with Vancouver Coastal Health (VCH) for referrals.
7.6 Exploring partnerships with service providers, strata councils and housing providers to bring wellness outreach programs into buildings with a high concentration of older adults.	Short Term (0 –3 years)	Significant Progress	<ul style="list-style-type: none"> • Built connections with housing providers to bring wellness outreach programs into buildings with a high concentration of older adults.
7.7 Connecting non-English speaking older adults with appropriate recreation, leisure and wellness services and programs (e.g. through the use of multilingual volunteers, translation services and partnerships with community groups).	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Trained multilingual senior volunteers from the Community Action Ambassadors Program assisted with monthly wellness clinics at four community centres; • Translation of citywide material for Seniors Week and workshops; • Utilizing staff skills in community facilities to provide customer service in languages other than English; and • Partnerships developed with multicultural agencies to promote programs and services.
7.8 Developing a communication strategy to increase the awareness of the young-old (55–65 years) regarding health, wellness, the aging process, legislation, programs and benefits available to older adults.	Short Term (0 – 3 years)	Work not Yet Begun	<ul style="list-style-type: none"> • Has not yet started.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
Action 8—Build an expanded Minoru Place Activity Centre, ensuring that the new facility is adequate for meeting the needs of Richmond’s growing and diverse older adult population, while also being flexible to accommodate other groups and respond to changing needs over time.			
Build an expanded Minoru Place Activity Centre, ensuring that the new facility is adequate for meeting the needs of Richmond’s growing and diverse older adult population, while also being flexible to accommodate other groups and respond to changing needs over time.	Short Term (0–3 years)	Significant Progress	<ul style="list-style-type: none"> Seniors extensively involved in facility design through the Minoru Complex Building Committee.
Action 9—Support aging in place initiatives and the ongoing development of Richmond as an age-friendly community through such actions as:			
9.1 Pursuing the City of Richmond’s designation as an Age-friendly City, joining the World Health Organizations Global Network of Age-friendly Cities and Communities.	Short Term (0–3 years)	Significant Progress	<ul style="list-style-type: none"> Age-friendly recognition was awarded to the City of Richmond in 2015.
9.3 Collaborating with senior governments, Vancouver Coastal Health, and community partners in planning and delivery of programs (e.g. community wellness clinics, elder abuse prevention initiatives) which help older adults continue to live independently in their community for as long as possible.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Collaboration with BC Recreation and Parks Association and Centre for Hip Mobility to offer Choose to Move and ActiveAge fitness programs to sedentary seniors; Public education sessions on transit training for seniors provided in collaboration with TravelSmart (TransLink); and Continued Collaboration with VCH to offer programming to vulnerable, frail and isolated seniors – Wellness Connections.
9.4 Collaborating with Vancouver Coastal Health and other partners to ensure that appropriate and sufficient care facilities, adult day centre spaces, and other resources are available to meet the needs of older adults who are no longer able to live independently.	Ongoing	Significant Progress	<ul style="list-style-type: none"> In 2016, Vancouver Coastal Health referred proponents to the City interested in submitting proposals to VCH to operate a new adult care facility; and City staff met with proponents and offered advice regarding proposed locations from a zoning and land use perspective.
9.5 Striving to ensure that City land use plans, policies and developments support aging in place (e.g. through diverse housing forms, accessible outdoor public spaces and built environments, public realm features which encourage physical activity and social connections).	Ongoing	Significant Progress	<ul style="list-style-type: none"> Support through the Official Community Plan and in the Age-Friendly Plan (2015 - 2019) endorsed.
Strategic Direction #4 - Help Richmond’s Children, Youth and Families Thrive			
Action 10. Support the establishment of high quality, safe child care services in Richmond through such means as:			
10.3 Securing City-owned child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Three child care facilities have been constructed, and four new child care facilities and one early childhood development hub (secured through development processes) are in design or construction; Child Care Design Guidelines were published in January 2016 to assist developers providing child care amenity contributions to the City and for staff implementing City Capital child care projects; and A compendium of guidelines and policies to assist developers providing child care amenities to the City was published in May 2016 and updated in December 2016 (includes the child care design guidelines, high performance building standards, lighting, landscape irrigation, etc.).

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
10.4 Encouraging the establishment of child care facilities near schools, parks and community centres.	Ongoing	Significant Progress	<ul style="list-style-type: none"> All recently constructed or secured child care facilities are, or will be located close to transit, schools, parks and community centres; and The Thompson Community Association established the new Terra Nova Nature School offering an innovative child care option in the City.
10.5 Encouraging private developers to contribute to the City's Child Care Development Reserve Fund, as appropriate.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Between 2014 and 2016 developers contributed \$1.87 million to the Child Care Development and Child Care Operating Reserve Funds that will assist in the development of future facilities and programs.
10.6 Consulting and collaborating with child care providers and other community partners on child care issues.	Ongoing	Significant Progress	<ul style="list-style-type: none"> The input of child care providers and other community primarily occurs through participation on the City's Child Care Development Advisory Committee (CCDAC) appointed by Council; CCDAC provided recommendations on the Child Care Grants, input into the 2017-2022 Child Care Needs Assessment and Strategy process and contributed to a brochure entitled "Creating Child Care Space in Richmond" published in May 2016; CCDAC held a professional development event for child care providers in May 2016; and Child Care Needs Assessment Community consultation process engaged providers and partners in the community.
10.7 Administering the City's Child Care Grant Program to support the provision of quality, affordable, accessible child care in Richmond.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Enhancement to the Child Care Capital Grants online grant application completed August 2016; and From 2014 to 2016 a total of \$151,757 was disbursed through these grant programs funded from the Child Care Operating Reserve Fund.
10.8 Advocating for senior governments to contribute funding and improve policies to address local child care needs.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Provided input into Provincial Child Care Licensing Regulation Review and conveyed advice from the CCDAC; Participated in a Richmond public partner meeting with Early Years Strategy senior staff about municipal role in child care & how the City supports an early childhood planning table; Provided feedback on child care needs to local MP at meeting he held on community needs in Richmond; and At CCDAC's request, shared information on complaints made to individual committee members about abuses of the Temporary Foreign Worker Program rules by some Richmond child care employers.
Action 11—Implement policies identified in the 2041 Official Community Plan to promote the establishment and maintenance of a comprehensive child care system.			
Implement policies identified in the 2041 Official Community Plan to promote the establishment and maintenance of a comprehensive child care system.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Actions noted in Section 11.3 of the OCP (Building on Social Assets and Community Capacity) are being realized as noted above.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
Action 12—Seek opportunities to provide support for children and families through:			
<p>12.1 Working with Richmond Children First and other partners to:</p> <ul style="list-style-type: none"> • Advance the objectives of Richmond’s Children’s Charter; • Develop and implement strategies to best support children and families. 	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • City participated in the Richmond Children First Avenues of Change project funded by the United Way of the Lower Mainland; • The City provided free family swim/skate passes to volunteers and held a presentation to more than a dozen families volunteering as “neighbourhood connectors” in the Avenues of Change” project that supports City Centre families; and • As a result of the research and in response to parent feedback, the availability of low-cost programming at City Centre Community Centre has increased to include a wider variety of times and days.
<p>12.2 Seeking opportunities to negotiate space for family-oriented community service hubs through the rezoning process (e.g. co-location of child care, family support and health services).</p>	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Multi-use, multi-agency community service hubs were supported in the City Centre Area Plan that was part of the Official Community Plan adopted in late 2012; and • An Early Childhood Development Hub is currently in development in City Centre that will feature at least two types of child care co-located with other services to provide easy access for families and seamless services for children from birth to 12 years of age. It will be leased to the non-profit sector to operate.
<p>12.3 Providing children and families with the opportunity to participate, as appropriate, in plans, policies, and programs affecting them and the community.</p>	Ongoing	Significant Progress	<ul style="list-style-type: none"> • It is estimated that close to 5,500 people engaged in the community engagement process for the Child Care Needs Assessment (CCNA).
<p>12.4 Making Richmond an increasingly child and family friendly community through progressive City land use planning and design practices.</p>	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Actions noted in Section 11.3 of the OCP (Building on Social Assets and Community Capacity) are being realized.
<p>12.5 Supporting the establishment of family-oriented affordable housing.</p>	Ongoing	Work Initiated	<ul style="list-style-type: none"> • Draft purpose built rental policy presented to Council in Fall 2016; • Completed community profile in order to understand housing needs; and • Continue to advocate for larger Low End Market Rental units.
<p>12.6 Providing community grants to organizations that offer services to support children and families.</p>	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Health, Social and Safety Grants are provided to agencies supporting children and families, including Big Brothers of Greater Vancouver, Big Sisters of BC Lower Mainland, Boys and Girls Clubs of South Coast BC, Family Services of Greater Vancouver, Richmond Family Place Society, Richmond Society for Community Living and Touchstone Family Association; and • From 2014 to 2016 the City awarded non-profit agencies a total of \$1,685,474 in Health, Social and Safety grants.
<p>12.7 Providing affordable and accessible child and family-friendly parks, recreation and cultural opportunities, including library programs & services.</p>	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Low Cost No Cost brochure; • Parks, Recreation and Community Events Grants; • A wide range of free special events are offered in community facilities and neighbourhoods in conjunction with community partners; • Children’s Art Festival; • Barrier Free Richmond includes section on children and youth; and • Library services and programs (e.g. Babytimes, Storytimes, Homework Clubs and Parent Programs).

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
12.8 Supporting programs and initiatives that address domestic violence, poverty, mental health and addictions.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • RCSAC annual operating grant supports organizations offering these services; • Health, Social & Safety Grants support organizations; • Chimo pays a nominal lease for the operation of Nova House; • Turning Point Recovery Society pays below-market rent; • Stories development, on City land, will house several agencies addressing these issues; • Richmond Homelessness Coalition attended by City staff and secretarial support is provided; and • Homelessness Outreach Worker and Database funded by City.
Action 13— Monitor and update the Youth Service Plan, striving to create an environment that generates opportunities for Richmond’s youth to have a safe and healthy journey into adulthood, placing priority attention on:			
13.1 Expanding services for youth in the City Centre.	Short Term (0 –3 years)	Significant Progress	<ul style="list-style-type: none"> • Construction of youth spaces and program offerings at the new City Centre Community Centre (the “Social Lounge”, a Friday night Youth Hangout, and expanded Leadership Groups and AllWays program); • The Richmond Youth Media Program; • Roving Leader program partnerships with City Centre Community Centre (room bookings, special events, SD 38 programs); and • Roving Leader partnership created with the Richmond Olympic Oval (climbing wall, use of courts and equipment).
13.2 Enhancing dedicated, safe, youth-friendly spaces in various facilities throughout Richmond.	Short Term (0–3 years)	Significant Progress	<ul style="list-style-type: none"> • RYMP (Richmond Youth Media Program) drop-in program introduced a new program for younger youth. (Test Drive); • Media Lab offers programs for youth outside of RYMP; • Youth Week expanded to include more diversity in terms of locations/facilities for events and activities; and • Youth Active Pass provides preteens and youth aged 9-18 with free access to Games Rooms, fitness hours, room bookings, study space, etc.
13.3 Engaging youth in City and community-based planning processes.	Short Term (0 –3 years)	Significant Progress	<ul style="list-style-type: none"> • Broad Youth Engagement during Youth Service Plan Update Process; • Roving Leaders engage with low-asset youth to design programs that work for them, connect with youth in the program on specific issues/ask for input, and communicate with Facilities to improve youth access and participation in facilities outside of regularly scheduled youth programming; • Youth participated in the public art selection panel for the Minoru Centre for Active Living Public Art project; • RMUN (Richmond Model UN) held at Richmond City Hall 2014-17, and was supervised by Youth Services; and • Youth were invited to submit their rendering of what ERASE bullying means to them via the Respectful City-Youth Artist Poster Submission Initiative (2016/2017).

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
13.4 Promoting and applying the 40 Developmental Assets based approach to programming for youth.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • 40 Developmental Assets Video and Communications Plan developed; • Positive Ticket Program; • Roving Leader Program; and • Youth Services Street Team comprised of youth ages 15-18 years attend local events over the summer to spread the word about Asset Development to the community.
13.5 Supporting community-based initiatives to provide children and youth from diverse backgrounds with opportunities to receive common leadership training and volunteer to serve others in the community.	Ongoing	Work Initiated	<ul style="list-style-type: none"> • Created more youth diversity by expanding types of leadership programs and initiatives; • Roving Leader Jr. Leadership training opportunities on occasion; and • Targeted recruitment of low asset youth.
13.6 Supporting efforts of community-based groups to give Richmond school children access to nutritious meals.	Ongoing	Work not Yet Begun	<ul style="list-style-type: none"> • Has not yet started.
Action #14 Work with Police Services, the School District, youth serving agencies and youth groups on initiatives to:			
14.1 Increase awareness and education in efforts to reduce the prevalence of bullying.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Respectful City Committee (City & School District partnership) meets on a regular basis to identify ways to coordinate and promote the ERASE anti-bullying campaign; and • ERASE Youth Artist Poster Initiative: opportunity for youth in Richmond to submit artwork on what ERASE bullying means to them. Two youth submissions were chosen and their work displayed as a poster across Richmond.
14.2 Improve information and referral amongst youth serving agencies in the City.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Youth Services staff regularly participate in Youth Network Meetings; • Community Centre Youth Coordinators regularly liaise with Richmond School District Staff and other youth serving agencies; and • CORe Committee created (Collaborative Opportunity for Resources) and Youth Services regularly attends and contributes.
14.3 Reduce the lure for young people to join gangs.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Youth Services participate in CAAN (Community Action Assessment Meetings) that addresses these issues; • Roving Leader Program works in partnership with Touchstone's "Street Smarts Program" that focuses on gang intervention; and • Youth Services facilitates ongoing meetings and communication with RCMP Youth Team and Community Services Youth staff.
Goal #2: Engaging Our Citizens			
Strategic Direction #5 - Build on Richmond's Cultural Diversity			
Action 16—Improve the City's cultural competence through monitoring the intercultural sensitivity and inclusiveness of corporate policies and practices, making adjustments as necessary to:			
16.1 Establish clear guidelines for providing translation and interpretation services to conduct City business.	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • Draft Administrative Directive on Translation Services in process.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
16.4 Recognize and reduce barriers faced by new immigrants in accessing City services.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Richmond Newcomer's Guide is printed in English, Chinese, Tagalog, Punjabi and Russian to better serve the city's diverse population; In 2015 updated versions of the English and Chinese Newcomers Guide were produced, followed in 2016 by an updated version of the Tagalog version; The City participates on the Community Collaboration Table, Richmond's community-based Local Immigration Partnership. The Table assists the City in being more accessible and inclusive by connecting immigrant-serving agencies to City information sources, program guides and event listings; and The City facilitated a coordinated approach with settlement agencies to assist approximately
Action 18—Increase awareness of and access to City employment opportunities by immigrant groups through:			
18.2 Continuing to explore and develop outreach mechanisms to encourage individuals from cultural groups that are currently under-represented in the City workforce to apply for available employment opportunities.	Ongoing	Work Initiated	<ul style="list-style-type: none"> Initial networking held with the Immigrant Employment Council of BC to identify potential partnerships.
Action 19—Create opportunities to showcase Richmond's cultural diversity and facilitate intercultural dialogue by:			
19.1 Encouraging collaborative approaches to ensure that Richmond remains a welcoming and integrated community, while respecting the desires of immigrant groups to maintain their own cultures.	Short Term (0 –3 years)	Significant Progress	<ul style="list-style-type: none"> Ongoing dialogue opportunities identified with Richmond Intercultural Advisory Committee (RIAC) and community stakeholders; RIAC Intercultural Plan updated with draft implementation plan that identifies potential strategic partnerships and stakeholder involvement; Formation of World Festival Steering Group; and Participation on the Community Collaboration Table.
19.2 Facilitating the development and coordination of intercultural events that provide opportunities for active learning about the traditions of different cultures.	Ongoing	Significant Progress	<ul style="list-style-type: none"> The Richmond World Festival attracted more than 35,000 people in 2016 to this free event that features food trucks, performance stages, diverse performances, an artisan market and numerous fun activities and activations. The inaugural 2015 event won the Canadian Event Industry Award for Best Public Entertainment Festival; Other community events and festivals: Culture Days, Filipino Independence Day, Black History Month, End of Ramadan Celebration, Lighting of the Menorah, Bodhi Meditation Day, etc.; and Event support guidelines and assessment form created to identify events that need City support and levels of support to be given. Applications for support reviewed and events given appropriate levels of support as agreed.
19.3 Researching and pursuing opportunities for community-based dialogues or forums about current issues that face the community as a whole, and that build intercultural interaction and awareness regarding shared values and goals amongst residents of Richmond.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Public Intercultural Dialogue with Canadian Race Relations Foundation; First annual Diversity Symposium (2015) aimed at practitioners in the diversity field providing the opportunity for 90+ professional and community leaders. A second symposium was held in 2016 and planning is underway for a 2017 event; and RIAC involvement in organizing and supporting the City's signage bylaw public forum and ongoing consultations.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
Action 20—Consult with local First Nations and urban Aboriginal organizations and other partners to:			
20.1 Gain a better understanding of the needs of Richmond’s urban Aboriginal population, and opportunities for future collaboration.	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • Need identified in RIAC’s Intercultural Plan; and • Discussions initiated with the aboriginal community in Richmond regarding opportunities for future collaboration.
20.2 Support the Richmond National Aboriginal Day event and Richmond School District Aboriginal Enhancement Agreement initiatives.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Ongoing advice and input into SD38 Aboriginal Educational Enhancement Agreement.
Action 21—In conjunction with community agencies and other partners, continue to advocate to senior governments on such matters as:			
21.1 Funding levels for settlement services and English language training.	Short Term (0 – 3 years) then Ongoing	Significant Progress	<ul style="list-style-type: none"> • In 2014 Council referred the issue of funding levels for settlement services and English language training to the Richmond Intercultural Advisory Committee and the Richmond Community Services Advisory Committee; • The committees, with City staff support, carried out research into funding levels for settlement and English language training. • As a result, Council requested that the Provincial Government continue funding the provision of settlement services, including English language instruction, to immigrant categories deemed ineligible as of April 2015; and • The City also requested that the Federal Government adopt a funding formula reflective of and responsive to community need, as well as ensuring funding stability for community service providers.
21.2 Licensing processes and accreditation for foreign-trained professionals.	Short Term (0 – 3 years) then Ongoing	Work Initiated	<ul style="list-style-type: none"> • The Community Collaboration Table has identified licensing and accreditation as issues to be addressed in their Richmond Immigrant Settlement Strategy Implementation Plan.
21.3 Necessary adjustments to Federal immigration policies and recruitment campaigns.	Short Term (0 – 3 years) then Ongoing	Significant Progress	<ul style="list-style-type: none"> • As noted under 21.1; and • Abuses of the Temporary Foreign Worker Program rules by some Richmond child care employers reported to the federal government.
Action 22—Collaborate with community partners in:			
22.1 Developing services and strategies that recognize the needs, interests and safety concerns of Richmond’s Lesbian, Gay, Transgendered and Bisexual (LGTB) communities.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • In 2014, 2015 and 2016 the City supported the West Richmond Community Association’s “Rainbow Social”, an informational intergenerational gathering held during Pride Week; • During the same time the City in partnership with the Library and West Richmond Community Association, organized the celebration of the International Day against Homophobia and Transphobia; • In 2015 and 2016 Community Facilities were decorated in recognition of Pride Week; and • Other initiatives included three 55+ LGBTQ Connection sessions held since 2015, with two of these being held in collaboration with the ALLWays Youth Group that supports youth of all identities.
Action 23—Establish targeted measures to prevent and respond to incidents of racism in Richmond by:			
23.1 Participating in the establishment of media watch mechanisms with stakeholders to monitor the local media, City and community communication and work to redress misperceptions created by inaccurate or insensitive references to particular cultural groups.	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • The City joined the provincially-funded Organization Against Racism and Hatred Committee in 2016 that aims to establish these types of mechanisms in the community.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
23.3 Collaborating with the business sector and other partners to ensure racist graffiti is removed in a timely manner both from City and non-City properties in Richmond and that any wording on business signage and/or City documentation prominently includes the English language.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Graffiti of all kinds is removed immediately from City property.
Strategic Direction #6 – Support Community Engagement and Volunteerism			
Action 24—Implement, monitor and update the Richmond Community Services Volunteer Management Strategy.			
Implement, monitor and update the Richmond Community Services Volunteer Management Strategy.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • There are now more than 11,700 people registered in the “I Can Help” volunteer database, and over 95,000 hours of voluntary service contributed to the community in 2016; • Starting in April 2015, the City volunteer website has been upgraded to a mobile friendly version that can be used in all smartphones and tablets; and • In April 2016, the Richmond Public Library has started using the City volunteer system and it has its own volunteer portal on the City volunteer website.
Action 25—Develop a comprehensive communication strategy for encouraging and supporting a cross section of Richmond residents, particularly those who may face barriers to participation (e.g. recent immigrants, people with disabilities, etc.) to participate in City planning and decision making processes, whereby the City:			
25.1 Strives to ensure that key written information is presented in plain English and in additional languages, as appropriate.	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • Draft Administrative Directive on Translation Services in process.
25.2 Works with the media, including ethnic-specific media, to disseminate information and solicit ideas from the public.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • There has also been direct outreach by holding focus groups and other meetings specifically for Chinese language speakers.
25.3 Increases the use of social media and other innovative communication/ engagement tools (e.g. study circles, online discussion forums).	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • Since 2011, through the Let’s Talk Richmond website the City has significantly increased participation rates in various public consultation and engagement activities by providing 24-7 online access for people to learn about and provide input on key issues.
Action 27—Support and encourage community-based efforts to attract and develop the leadership potential of people who live or work in Richmond and, as appropriate, coordinate these efforts with the work of municipal advisory committees.			
Action 28—Expand the City’s New Canadian Tours program by:			
28.1 Seeking corporate sponsorships and expanding the partner base of the program.	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • Sponsorship opportunities to be re-explored once a review of the New Canadian Tours Program review has been completed.
28.2 Providing participants with additional information on opportunities for participation in municipal decision making processes and active involvement in civic life.	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • To be linked to the New Canadian Tours Program review and Cultural Harmony project.
Goal #3: Building on Social Assets and Community Capacity			
Strategic Direction #7- Strengthen Richmond’s Social Infrastructure			
Action 29—Prepare an enhanced policy framework for securing community amenities (e.g. space for City services, space for lease to community agencies) through the rezoning process for new developments including:			
29.1 Developing an administrative structure (e.g. senior staff review team) and criteria for assessing community amenity options for recommendation to Council on specific rezoning applications.	Short Term (0 – 3 years)	Work not Yet Begun	<ul style="list-style-type: none"> • Has not started.
Action 30—Develop and maintain a database on space needs of non-profit social service agencies to be updated annually through surveys of agencies.	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • RCSAC Non-Profit Space Needs Subcommittee received Richmond Community Foundation funding to gather agency-specific data; and • RCSAC presented the results of the Social Services and Space Needs Survey to Planning Committee on December 6, 2016.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
<p>Action 31—In consultation with community agencies and developers, establish a clear, consistent City policy framework for assisting community agencies to secure program and office space for their operations, with the framework specifying, among other things:</p> <ul style="list-style-type: none"> • eligibility requirements and criteria for support; • application process with an emphasis on transparency, consistency, and fairness; • timing requirements; • clarification of responsibilities of participating parties (e.g. agencies, developers, City); • examples of spaces that may be pursued (e.g. multiservice hubs, single agency spaces, strategic/specific agency groupings); • alternative mechanisms for the securing or provision of space (e.g. lease of City premises, space secured through private rezonings as an amenity contribution, space secured for lease as part of a private development approvals process, space secured through City partnerships with other levels of government). 	Short Term (0 – 3 years)	Work not Yet Begun	<ul style="list-style-type: none"> • Has not started.
<p>Action 32—Implement the City Centre Area Plan Policy of exploring opportunities to establish multi-use, multi-agency community service hubs in appropriate locations in the City Centre, while also pursuing other types of agency space, as appropriate, throughout Richmond.</p>	Short Term (0 – 3 years)	Significant Progress	<ul style="list-style-type: none"> • An Early Childhood Development Hub is currently in development in City Centre that will feature at least two types of child care co-located with other services to provide easy access for families and seamless services for children from birth to 12 years of age. It will be leased to the non-profit sector to operate; and • RCSAC presented the results of the Social Services and Space Needs Survey to Planning Committee on December 6, 2016.
<p>Action 33—Develop mechanisms and guidelines to expand use of the City’s communication channels (e.g. website) to help community agencies publicize their services, programs and events. Short Term (0–3 years)</p>	Short Term (0 – 3 years)	Work Initiated	<ul style="list-style-type: none"> • RCSAC piloted use of their website to post addictions and mental health programs.
<p>Action 34—Strengthen the City’s already strong collaborative relationship with Vancouver Coastal Health, consulting on emerging health care issues facing the community, advocating for needed services, partnering on priority community and social development initiatives, and soliciting input on the health implications of key City planning matters.</p>	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Examples of the City working with Vancouver Coastal Health have included collaborating on the delivery of child care services and facilities, partnering on the Community Wellness Strategy update and participating in Richmond Children First; • Both organizations have discussed the delivery of mental health services and advocated to the provincial government for increased funding; and • A partnership between Minoru Seniors Society, City of Richmond Seniors Services and Vancouver Coastal Health resulted in a six-session Education Series on Healthy Aging.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
Action 35—Strengthen the City’s already strong collaborative relationship with the Richmond School District, consulting with the district on emerging children, youth and education issues facing the community, advocating for needed programs, and partnering on priority community and social development initiatives.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Examples of the City working with School District 38 have included partnering on the Community Wellness Strategy update and participating in Richmond Children First; • Other examples of collaboration have included the Learning and the Brain Youth Summit, the ERASE anti-bullying campaign, support and advice on the Aboriginal Educational Enhancement Agreement, an Adult Basic Education report presented to Council in October 2016, and Youth Outreach Worker liaison with the Adolescent Support Team and Alternative School Programs; and • SD#38 staff participate in RCSAC as their availability permits.
Action 36—Encourage the Richmond School District to:			
36.1 Expand community access and use of its schools.	Short Term (0 –3 years)	Significant Progress	<ul style="list-style-type: none"> • Reference made in RCSAC Municipal Responses to Child and Youth Poverty report; and • The City and School District No. 38 have a partnership agreement whereby schools may be used for community recreation activities when not in use for school purposes, in exchange for the City undertaking school park grounds maintenance. This partnership was expanded in 2013 to include social service agencies.
Action 37—Expand opportunities for partnering with Richmond Public Library on community engagement and social development initiatives.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Richmond Public Library’s community outreach has included targeted visits to seniors’ residences, low-income housing complexes and other at-risk groups to ensure that individuals identified as having barriers to access are afforded the opportunity to utilize the programs, services and materials offered by the Library. • The Library also partnered with community organizations to create the first provincial “Early Years Centre site” in BC to be located within a library. It will provide Richmond families with one-stop access to a range of community services, information and referrals; • Diversity Services worked with the Library to connect Syrian refugees to library services and partnered with them on Anti Homophobia Day events, Diwali celebrations and Black History Month celebrations; and • Richmond Public Library and City staff participate in Richmond Children First.
Action 38—Nurture and enhance existing communication channels and networks with community agencies (e.g. through staff support to the Richmond Community Services Advisory Committee, participation in networking groups).	Ongoing	Work Initiated	<ul style="list-style-type: none"> • Staff liaisons participate in Advisory Committee information-sharing; and • Staff participate in community initiatives, e.g. Richmond Children First, Richmond Homelessness Coalition.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
Action 39—Administer, monitor and enhance the City Grant Program, undertaking reviews as required to ensure that the program continues to have adequate resources, targets priority community needs and makes efficient use of staff resources.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • The City's four grant programs support Richmond's social infrastructure in the areas of arts & culture; child care; health, social & safety; and parks, recreation & community events; • The City augments the grant budget annually to assist agencies faced with rising costs; • The City also reviews the web-based grant application system annually, resulting in several enhancements to streamline the application process for applicants; and • From 2014 to 2016, \$2,456,548 was disbursed through the City Grant Program.
Action 40—Continue to improve mechanisms and enhance timely interdepartmental collaboration to ensure that in City planning and decision making, social factors are given appropriate consideration, in conjunction with economic and environmental factors.	Ongoing	Work not Yet Begun	<ul style="list-style-type: none"> • Has not yet started.
Action 41—Develop and maintain strong networks and communication channels with senior government partners to seek their policy and financial assistance in addressing Richmond social issues.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Advocacy with senior levels of government includes input to the provincial government, organized by BC Housing and other stakeholders to develop a national housing strategy; the Child Care Licensing Regulation Review; child care funding; the Early Years Strategy; increased funding for mental health services including the need to establish a full-time Richmond Assertive Community Treatment team; the potential impacts of Vancouver Coastal Health staff changes on mental health services; and the need for a Poverty Reduction Strategy; and • Advocacy with the federal government has included issues such as funding levels for settlement services and English language training and abuse of the Temporary Foreign Worker Program by some child care employers.
Action 42—Participate in joint planning and networking initiatives with community partners (e.g. Richmond School District, Vancouver Coastal Health, Metro Vancouver, non-profit agencies), working collaboratively to address social development concerns in the community.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Ongoing participation in Metro Vancouver Social Issues and Affordable Housing Subcommittees, Richmond Children First, Richmond Homelessness Coalition, Richmond Community Services Advisory Committee, Community Collaboration Table, BC Youth Week Committee, Community Action Assessment Network, etc.
Strategic Direction #8 - Provide High Quality Recreation, Arts, Cultural and Wellness Opportunities			
Action 43—Implement, monitor and update the Parks, Recreation and Cultural Services Master Plan, based on updated Community Needs Assessments, developing and enhancing an appropriate range of parks, recreation and cultural facilities throughout Richmond.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Completed an updated Community Needs Assessment in 2015 that reached over 1,000 residents; and • Continue to monitor and implement Parks, Recreation and Cultural Services (PRCS) Master Plan, including planning facility and parks upgrades and new developments.
Action 44—Implement, monitor and update the Community Wellness Strategy including development of community wellness indicators in partnership with Vancouver Coastal Health.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Project Charter for Community Wellness Strategy Update developed and endorsed by the Project Leadership Team comprised of senior staff from City of Richmond, Vancouver Coastal Health and School District No. 38; and • Consultants engaged and have begun execution of a Work Plan.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
<p>Action 45—Implement, monitor and update the Richmond Arts Strategy recognizing that the arts can be an important social development tool with respect to:</p> <ul style="list-style-type: none"> • education (e.g. increasing public awareness of social issues through theatre or visual media); • engagement (e.g. providing opportunities for people to become more involved in the community); • employment (e.g. providing jobs for people in arts related fields). 	Ongoing	Significant Progress	<ul style="list-style-type: none"> • In 2015, a public awareness campaign was launched about the value of the arts which included those social and economic benefits; • Arts Services continues to advance the arts through programs, activities, public art initiatives, performances and exhibitions that engage the community both as audiences and creators to do all of these things; • The Public Art Program provides employment opportunities for artists through Artist Calls, and the Richmond Arts Gallery, Public Art, Media Lab and Cultural Development sections offer professional development opportunities through workshops and other programs for those in arts related fields; and • An update to the Arts Strategy is underway that will include a Cultural Facilities Plan.
Action 46—Facilitate food security for Richmond residents by:			
46.1 Supporting retention of agricultural lands and efforts to make these lands economically viable.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • In May 2014 Council endorsed a five-year agreement for The Sharing Farm Society to continue to engage in growing organic produce on 2.8 acres in Terra Nova Rural Park; and • Council endorsed the Metro Vancouver Regional Food System Action Plan in December 2016.
46.2 Encouraging development of community gardens and farmers markets.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Richmond Food Security Society (RFSS) manages the City’s 300+ community garden plots at nine locations throughout Richmond; • Richmond farmers with Roadside Stand Businesses Licences sell direct to consumers from their farms; and • Steveston Farmers and Artisans Market supported and promoted.
46.3 Supporting the Richmond Farm School as an important component for the agricultural sector in the region.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • KPU leases City land at the south end of No. 3 Road for incubator farming and a research orchard, which are opportunity for graduates of the Richmond Farm School program to continue learning.
46.4 Working with the Richmond Food Security Society and Vancouver Coastal Health to facilitate food security related initiatives.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • The Richmond Food Charter was endorsed by Council in 2016. It informs the ongoing expansion of urban agriculture and food security through the City’s partnerships with the Richmond Food Security Society, the Sharing Farm Society and the Richmond Farm School.
Strategic Direction #9 - Facilitate Strong and Safe Neighborhoods			
Action 48—Ensure that the City’s land use planning and transportation policies and bylaws create neighbourhoods that support Richmond’s active living, social development and wellness objectives through such measures as:			
48.1 Identifying locations, funding options, and planning mechanisms for the development of community gathering spaces in various parts of the City.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Recent examples of community gathering spaces include: Branscombe House Rehabilitation (2014); Edwardian Cottage Rehabilitation (2014); Japanese Fisherman’s Benevolent Society Building Rehabilitation (2015) and City Centre Community Centre (2015).
48.2 Facilitating development of vibrant streetscapes with a diverse range of uses and amenities in appropriate neighbourhood locations throughout Richmond.	Ongoing	Significant Progress	<ul style="list-style-type: none"> • Recent examples of vibrant streetscapes include Bayview / Chatham Streetscapes, the Railway Greenway and the 7th Avenue Sidewalk in Steveston • New 20-year contract signed in 2016 for the provision of 200 transit shelters and 600 benches to complement the existing 56 bus shelters.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
48.3 Completing a network of bike routes and walkways linking neighbourhood hubs and gathering places to one another and to regional amenities.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Recent examples of bike routes and walkways include the Parkside Neighbourhood Bike Route (2016), the Railway Greenway and the Crosstown Neighbourhood Bike Route.
Action 49—Support local community building initiatives, focusing on:			
49.1 Developing community gardens, boulevard planting areas and other informal gathering places in local neighbourhoods through the existing Partners for Beautification Program.	Ongoing	Significant Progress	<ul style="list-style-type: none"> In 2016, approximately 1,300 people contributed over 9,000 volunteer hours, participating in invasive species pulls, habitat restoration projects and community clean ups; and Some of the major projects for the Program from 2013 to 2016 include a new garden at the Williams Road Pump Station, the planting of native trees at Richmond Nature Park to enhance the Pond Trail and assisting in the creation of the Pollinator Pasture public art installation.
49.2 Supporting community clean up events and community arts activities.	Ongoing	Significant Progress	<ul style="list-style-type: none"> The Arts and Culture grants program supports local community arts organizations; several City festivals, including the Children’s Arts Festival; showcase local community arts organizations and artists and provide opportunities for hands-on experiences with artists.
Action 50—Continue to co-locate recreation and other community facilities with or near school sites.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Where recreation and community facilities are already co-located with or near school sites, opportunities for co-programming, efficiencies in use of facilities, and joint leadership continue to be prioritized; and As new community facilities are contemplated, proximity to schools is a location criterion.
Action 51—Encourage community agencies and faith based groups to make spaces available in their premises at reasonable rates for local community users (e.g. meetings, drop-in programs).	Ongoing	Work Initiated	<ul style="list-style-type: none"> Discussions of this nature take place at the RCSAC table.
Action 52—Collaborate with Police Services and community partners to promote Richmond as a safe and livable community.	Ongoing	Significant Progress	<ul style="list-style-type: none"> Actions to promote and enhance community safety rely on the City’s ongoing collaboration with Police Services through programs such as Community Policing, Block Watch, Business Link, a Joint Operations Team and connections between the City’s Youth Services Team and the RCMP Youth Team; Community police stations continue to enhance the Detachment’s policing service by providing an array of crime prevention resources and community safety initiatives; and The Positive Ticket Program is a partnership between the City and RCMP. Youth “caught” doing positive actions are given a “POSI-ticket” that entitles them to a free single admission to the City’s aquatics, arenas, or Pitch and Putt facility. The card also lists important crisis and contact telephone numbers relevant to youth.

SOCIAL DEVELOPMENT STRATEGY, SHORT TERM ONGOING ACTIONS – PROGRESS SUMMARY

Action	Timeline	Status	Achievements to Date
<p>Action 53—Support the efforts of government and community-based partners to address mental health, substance abuse and addictions concerns in Richmond.</p>	<p>Ongoing</p>	<p>Significant Progress</p>	<ul style="list-style-type: none"> • Health, Social and Safety Grants are provided to organizations addressing mental health, substance abuse and addictions, including grants to the Canadian Mental Health Association for the Super Fun Kids Program that supports children of parents with serious and persistent mental illness or addictions; to Chimo Community Services to support crisis response services; to Community Mental Wellness Association of Canada for social support programs; to Pathways Clubhouse for the Meal Program; to Richmond Addiction Services Society for the Centre of Excellence in addiction prevention; to Richmond Mental Health Consumer and Friends Society for peer support; and to Turning Point Recovery Society to assist with drop-in centre expenses; and • The City, Vancouver Coastal Health, Richmond Fire-Rescue, BC Emergency Health Services, Richmond District Parents Association, Richmond RCMP and Richmond School District held a Community Forum on Drug Overdose and the Fentanyl Epidemic in late 2016 to help community members understand the current opioid overdose and fentanyl epidemic in the region.




To: General Purposes Committee **Date:** September 7, 2017
From: Victor Wei, P. Eng. **File:** 01-0140-20-
Director, Transportation PMVA1/2017-Vol 01
Re: **Gateway Transportation Collaboration Forum - Greater Vancouver Gateway
2030 Program**

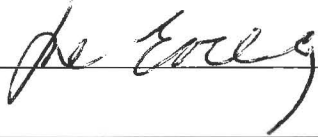
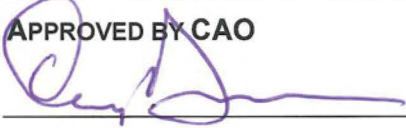
Staff Recommendation

That the City provide a letter of support for the Vancouver Fraser Port Authority's two-phase submission of two transportation infrastructure improvements projects in Richmond for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund via the Expression of Interest and Comprehensive Project Proposal phases, as described in the report titled "Gateway Transportation Collaboration Forum - Greater Vancouver Gateway 2030 Program" dated September 7, 2017 from the Director, Transportation subject to:

- (1) No capital costs to be borne by the City of Richmond;
- (2) No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;
- (3) Continued City involvement in all aspects of the design process including adherence to the City's design standards; and
- (4) Retention and accommodation of local community access for motorists, pedestrians and cyclists.


Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CS	APPROVED BY CAO 

Staff Report

Origin

In June 2017, the City received a letter from Vancouver Fraser Port Authority (the Port) (Attachment 1) regarding the Gateway Transportation Collaboration Forum (the Forum) and the Greater Vancouver Gateway 2030 (GVG 2030) initiative, which is the Forum's strategy for transportation infrastructure investments to enhance gateway-related trade movements. The Port has subsequently requested a letter of support from the City for the potential improvement projects identified in Richmond to be submitted by the Port for consideration of federal government funding support (Attachment 2). This report outlines the City's involvement with the Forum and recommends that the City provide the request letter of support for the proposed projects subject to certain conditions.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

3.3. Effective transportation and mobility networks.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

Findings of Fact

In early 2014, the Government of Canada announced the New Building Canada Plan, which included the merit-based \$4 billion National Infrastructure Component (NIC). In response, the Port announced that it was establishing the Forum for facilitating regional partners to collaboratively pursue solutions and funding opportunities under the NIC for priority gateway-related projects in the region. The Forum is chaired by Transport Canada and the Steering Committee is comprised of Transport Canada, Ministry of Transportation and Infrastructure, TransLink, the Port, and Greater Vancouver Gateway Council.

From Summer 2014 to Fall 2016, studies were undertaken for the Forum in four "trade areas" of Metro Vancouver to identify potential projects and subsequently inform future project applications. Staff periodically met with the Fraser River Trade Area (FRTA) Working Group (i.e., the trade area that included Richmond) during this time. The FRTA Study assessed current and anticipated transportation network conditions and issues affecting both road and rail due to increased demand for international trade. From this analysis, potential mitigation measures were identified to improve the efficiency of multimodal connectivity for people and goods movement while providing overall net benefits to host communities.

In November 2016, the Government of Canada announced the Trade and Transportation Corridors Initiative that will invest \$2 billion over 11 years for the National Trade Corridors Fund, a merit-based program to make Canada's trade corridors more efficient and reliable (i.e., the potential federal government funding was reduced from \$4 billion to \$2 billion).

In early 2017, the individual projects identified through the FRTA Study were bundled as the GVG 2030 initiative, which is the Forum's strategy for transportation infrastructure investment. A GVG 2030-City of Richmond Technical Liaison Committee has been formed to facilitate discussion amongst the agencies related to GVG 2030 and to exchange technical information to aid in the preparation of the funding applications. Meetings to date have been held in the spirit of collaboration with no commitment of support by the City for the proposed projects.

In Summer 2017, Transport Canada announced that Expression of Interest applications for the National Trade Corridors Fund must be received by September 5, 2017 and are to be followed by a Comprehensive Project Proposal that must be received by November 6, 2017.

Analysis

Potential Improvement Projects in Richmond

The initial FRTA Study identified four potential projects within Richmond (Attachment 3):

- *Blundell Road Widening*: widen from two to four lanes with left-turn lanes between No. 7 Road and No. 8 Road to improve access and mitigate congestion within the Fraser Richmond Port Lands.
- *Portside Road Overpass and Upgrade*: widen and provide grade separation of the intersection of Blundell Road-Portside Road/No. 8 Road to eliminate the at-grade rail crossing and reduce delays within the Fraser Richmond Port Lands.
- *Westminster Highway Overpass*: provide grade separation to eliminate the at-grade rail crossing east of No. 9 Road and reduce delays and improve access to the Fraser Richmond Port Lands.
- *Moray Channel Bridge Replacement*: construct new three-lane bridge in the same alignment with a higher elevation to eliminate the swing span structure and improve access from YVR to Highway 99.

The subsequent GVG 2030 initiative retained the Moray Channel Bridge Replacement as an individual project and added the following fourth project to the remaining three projects in Richmond to form Bundle 4 (of a total of seven Bundles in Metro Vancouver):

- *Six-Laning of Highway 91*: widen from four to six lanes between Knight Street and the Nelson Road Interchange to reduce congestion and improve access to the Fraser Richmond Port Lands.

The four projects comprising Bundle 4 are intended to improve road and rail network efficiency, reliability and safety that are currently impacted by congestion due to a lack of capacity to accommodate truck traffic generated by the Fraser Richmond Port Lands and east-west commuter traffic.

Preliminary Assessment of Recommended Improvement Projects

While all of the identified projects in Bundle 4 are related to and would serve the Port's Fraser Richmond Port Lands, staff note that increasing truck traffic would have potential negative impacts on the City's roadways and thus it would be mutually beneficial for both parties to

develop solutions. Accordingly, staff have advised the Forum that, in principle, the four projects can be considered for further analysis with the intent of submitting the projects for consideration of federal government cost-sharing subject to:

- No capital costs to be borne by the City given that the Port does not pay any Development Cost Charges (DCCs) including Roads Development Cost Charges (Roads DCCs), which is the City's funding source for transportation capital projects;
- No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;
- Continued City involvement in all aspects of the design process including adherence to the City's design standards;
- Retention and accommodation of local community access for motorists, pedestrians and cyclists; and
- Council approval of the submission of any projects in Richmond to the National Trade Corridors Fund.

Recommended Improvement Projects Proposed for Submission

At this time, the Port is proposing the submission of two "shelf ready" projects from Bundle 4 for the first intake of applications to the National Trade Corridors Fund, Blundell Road Widening and Portside Road Overpass and Upgrade (Figure 1), and is seeking a letter of support from the City to accompany the submissions as support from local governments, indicating how these projects can provide community benefits, will be a key consideration in the evaluation of Expression of Interest applications and Comprehensive Project Proposals.



Figure 1: Blundell Road Widening & Portside Road Overpass and Upgrade

Staff support the submission of these two projects, which would improve goods movement by addressing current congestion and delays due to the at-grade rail crossing, subject to the following additional specific comments:

- *Blundell Road Widening*: the project should include cycling and pedestrian facilities (e.g., multi-use pathway), the future extension of transit service (e.g., new bus stops with transit shelters and/or benches), maintain the existing weight limit for trucks on No. 8 Road, and adhere to City design standards (e.g., maximum 5% grade). The City's contribution would comprise the use of the City right-of-way for the roadway plus typical on-going operating and maintenance costs of the at-grade Blundell Road portion following construction as well as staff time. Staff note that the proposed widening and westward extension of Blundell Road from No. 8 Road to No. 7 Road is consistent with the City's planned road network per the Official Community Plan.
- *Portside Road Overpass and Upgrade*: the project should include cycling and pedestrian facilities (e.g., multi-use pathway) and adhere to City design standards (e.g., maximum 5% grade for the overpass). As Portside Road is a private road owned by the Port, following construction the City would not be responsible for the on-going operating and maintenance costs of the overpass nor the additional operating and maintenance costs for Blundell Road and No. 8 Road that are attributable to their raised approaches necessitated by the overpass structure. Detailed design has not yet been completed; should this work identify that additional right-of-way is required, the Port would be solely responsible for its acquisition. Staff also note that the project would be a localized improvement limited to grade separation of the roadway and railway with all existing turning movements retained so that current traffic patterns would not be affected; the project would not facilitate or support any future plan for a new crossing of the Fraser River at No. 8 Road.

The remaining projects from Bundle 4 may be considered for submission as part of future intakes to the Fund, at which time, if deemed supportable, staff would seek further specific Council approval for those submissions.

Next Steps

Staff will provide updates on the progress of this application process. Should the applications be successful in securing federal government funding, the operating and maintenance costs of the widened section of Blundell Road between No. 7 Road and No. 8 Road would be reported back to Council through future annual capital budget programs.

Financial Impact

None.

Conclusion

The Vancouver Fraser Port Authority is seeking City support for the submission of two transportation infrastructure improvements projects within the Fraser Richmond Port Lands area for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund. As the proposed projects would mitigate the potential negative impacts of

increased truck traffic on City roads and the community, staff recommend that the City provide a letter of support for the project applications subject to:

- no capital or operating and maintenance costs to be borne by the City with the exception of Blundell Road between No. 8 Road and No. 7 Road;
- continued City involvement in the design process including adherence to the City's design standards; and
- accommodation of local access for motorists, pedestrians and cyclists.



FOR

Joan Caravan
Transportation Planner
(604-276-4035)
JC:jc



Donna Chan, P.Eng., PTOE
Manager, Transportation Planning
(604-276-4126)

- Att. 1: Letter to City from Vancouver Fraser Port Authority (June 30, 2017)
Att. 2: Letter to City from Vancouver Fraser Port Authority (August 18, 2017)
Att. 3: Fraser River Trade Area Study: Identified Projects in Richmond



June 30, 2017

Mayor Malcolm Brodie
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Mayor Brodie:

RE: Gateway Transportation Collaboration Forum – Greater Vancouver Gateway 2030 Program

We're reaching out to you today regarding the Gateway Transportation Collaboration Forum's (GTCF) Greater Vancouver Gateway 2030 (GVG 2030) Program. GVG 2030 is the GTCF's strategy for smart transportation infrastructure investment to address the community impacts of trade and population growth.

As part of GVG 2030, the GTCF has identified close to 40 transportation-focused projects that will enhance the movement of goods and people through the gateway and support sustainable growth, environmental stewardship and liveability for communities. This has been informed by work such as the Fraser River Trade Area Multi-modal Transportation Study (FRTA Study) and the Roberts Bank Trade Area Multi-modal Transportation Study (RFTA Study). The projects will provide national, regional, and local benefits by getting Canadian goods to market, growing the economy, creating well-paying jobs, and supporting liveable, green communities by improving safety, mobility and air quality.

During the coming weeks, the GVG 2030 Program Team will be engaging with First Nations and key stakeholders, like yourself, to better understand their interests and considerations related to the GVG 2030 program and projects. We are in the process of creating a technical working group, co-chaired by Donna Chan, Manager, Transportation Planning, Transportation Division, for this purpose.

Should you have any questions about the GVG 2030 Program – or the Gateway Transportation Collaboration Forum – please do not hesitate to contact Terry Lalari at terry.lalari@portvancouver.com or 604 379 1659.

Sincerely,

A handwritten signature in blue ink, appearing to read "Peter Xolca", is written over a faint, light blue circular stamp or watermark.

Peter Xolca
Vice President, Planning and Operations
Vancouver Fraser Port Authority

On behalf of the Gateway Transportation Collaboration Forum

CC:

George Duncan, Chief Administrative Officer

GTCF Steering Committee Members:

Michael Henderson, Greater Vancouver Gateway Council

Helen Berthin, Ministry of Transportation and Infrastructure

Brad Glazer, Ministry of Transportation and Infrastructure

Jeff Busby, TransLink

Greg Kolesniak, TransLink

Trevor Heryet, Transport Canada

Chris Hoff, Transport Canada

Alex Izett, GVG 2030 Program Team



Vancouver Fraser Port Authority
100 The Pointe, 999 Canada Place
Vancouver, B.C. Canada V6C 3T4
portvanco.vnet.com

Victor Wei, P.Eng.
Director, Transportation
City of Richmond

Via email: victor.wei@richmond.ca

August 18, 2017

RE: Greater Vancouver Gateway 2030 Program – Phase 1 Projects in City of Richmond and Request for Letter of Support

Dear Mr. Wei:

We are reaching out to you today regarding the Gateway Transportation Collaboration Forum's (GTCF) Greater Vancouver Gateway 2030 (GVG 2030) program, our strategy for capitalizing on federal government funding opportunities to invest in needed transportation infrastructure in B.C.

GVG 2030 includes nearly 40 potential transportation infrastructure projects in each of four trade areas – North Shore, South Shore, Fraser River and Roberts Bank – that would enhance the movement of goods and people through the gateway, while supporting sustainable growth, environmental stewardship and liveability for communities.

GVG 2030 is guided by the Government of Canada's commitment to strengthen trade corridors to increase trade and access to global markets. The Federal Government recently announced the National Trade Corridors Fund (NTCF), a dedicated source of funding that will help infrastructure owners and users invest in critical assets that support economic activity and the physical movement of goods and people in Canada. More information is available at <https://www.tc.gc.ca/eng/programs/national-trade-corridors-fund.html>.

Expressions of Interest (EOIs) for the first phase of NTCF funding are due no later than September 5, 2017, with comprehensive project proposals for successful projects due no later than November 6, 2017.

Members of the GTCF Steering Committee have initiated developing EOIs for projects to be submitted to the first phase of NTCF funding. Within the City of Richmond, the Vancouver Fraser Port Authority (VFPA) anticipates submitting an EOI in response to this first proposal call for:

- **Portside Road / Blundell Road Overpass and Upgrades:** raising the Portside / Blundell intersection to clear the existing railway crossing Portside Road, as well as extending Portside Road westerly across the No. 7 Road canal to service future industrial traffic on the Port's Area IV site. Re-construction of the intersection would also involve reconstructing a portion of No. 8 Road; and
- **Blundell Road Widening:** widening the City of Richmond's Blundell Road from two to four lanes between Portside Road and approximately York Road in order to tie into the crossing currently being developed as part of the Ecowaste development.

GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017



Together, these projects will reduce congestion and wait times, while improving efficiency, safety and emergency access reliability, and opportunities for expanded transit services in this area.

The estimated capital cost of these improvements is \$103 million. At this time, we do not anticipate that the City of Richmond will be asked to contribute to the capital funding of these projects. In addition, the City would not be responsible for maintenance and rehabilitation of the structures over Blundell Road and No. 7 Road, which would be owned and maintained by the port authority. That said, Transport Canada has advised that preference may be given to projects that align with regional priorities, and have approvals in place, secured funding, and a possible 2018 start date. Support from local governments, including funding commitments and letters indicating how these projects can provide community benefits, will be a key consideration in the evaluation of EOIs and comprehensive project proposals.

VFPA anticipates that, if funding applications are approved, engineering could commence in 2018, with construction carried out between 2019 and 2021. As an appendix, I have attached maps that shows the location and boundaries of the two projects.


The GVG 2030 Program Team has had two meetings with City of Richmond staff and the Vancouver Fraser Port Authority, focused on discussing the aforementioned Portside and Blundell projects, and we have collectively discussed the benefits of supporting each other leading up to submitting comprehensive project proposals. We look forward to working with City staff through the Technical Working Group on developing these projects over the coming months.

Presently, we would respectfully request a letter of support from the City outlining its willingness to work with the Vancouver Fraser Port Authority in developing the comprehensive project proposal through the autumn of this year.

In the event that Transport Canada invites such a proposal for the project, we may also respectfully request a letter from the City supporting the proposal. We understand that this second request may need to first be submitted to the Public Works and Transportation Committee and then, if approved, submitted to Council. We are committed to working with City staff in providing whatever support is necessary to receive these letters.

Thank you for taking the time to consider our request, and we look forward to discussing these projects with your staff in the coming months. Should you have any questions about the GVG 2030 projects or program please contact Alex Izett, GVG 2030 Program Lead, at alex@izetteng.com or 604 785 3579.

Sincerely,



Dennis Bickel, P.Eng.
Manager, Transportation Planning
Vancouver Fraser Port Authority

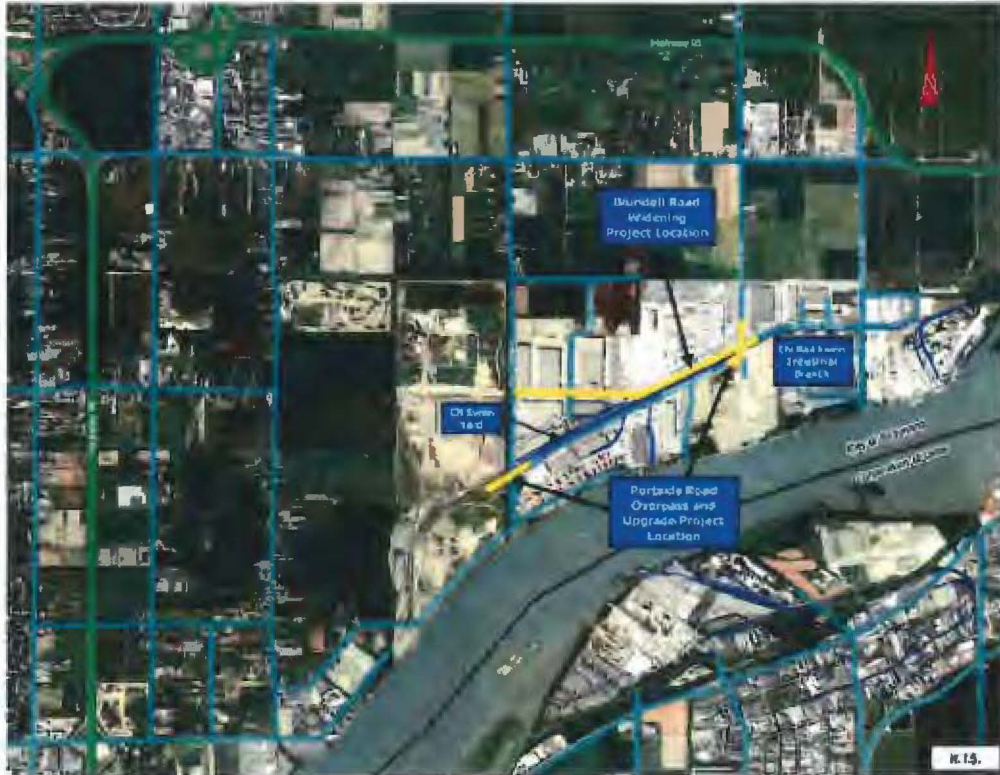
CC: Jack Peng, Senior Transportation Planner, Vancouver Fraser Port Authority
Alain Lippuner, Senior Project Planning Advisor, Vancouver Fraser Port Authority
Alex Izett, GVG 2030 Program Lead

GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017



Appendix 1:

Portside Road / Blundell Road Overpass and Upgrades and Blundell Road Widening - Regional Context



GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017

Canada

Portside Road / Blundell Road Overpass and Upgrades and Blundell Road Widening - Project Limits



GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017

Canada

Fraser River Trade Area Study: Identified Projects in Richmond



Fraser River Trade Area Study: Identified Projects in Richmond





To: General Purposes Committee
From: Lani Schultz
Corporate Programs Consultant

Date: July 11, 2017
File: 01-0105-07-01/2017-
Vol 01

Re: Addition to Council Term Goals 2014-2018

Staff Recommendation

That the Council Term Goals for 2014-2018 be updated to include an added priority under Goal 8: Supportive Economic Development Environment, as outlined in the report titled “Addition to Council Term Goals 2014-2018” dated July 11, 2017 from the Corporate Programs Consultant, to more clearly reflect Council’s shared interests in ensuring a viable agricultural sector in Richmond.

Lani Schultz
Corporate Programs Consultant
(604-276-4129)

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Economic Development	<input checked="" type="checkbox"/>
Parks Services	<input checked="" type="checkbox"/>
Policy Planning	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CS
APPROVED BY CAO 	

Staff Report

Origin

On June 26, 2017 Council received and endorsed an update on Council Term Goals for the 2014-2017 term of office. This report responds to a referral emanating from this process, “that staff draft a new priority under Goal 8: Supportive Economic Development Environment that supports the City’s agricultural sector to ensure it remains viable and part of the City’s economic development vision.”

This report supports the following Council 2014-2018 Term Goals:

Goal #3 A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

Goal #4 Leadership in Sustainability:

Continue advancement of the City’s sustainability framework and initiatives to improve the short and long term livability of our City, and that maintain Richmond’s position as a leader in sustainable programs, practices and innovations.

Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

Goal #8 Supportive Economic Development Environment:

Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.

Analysis

Richmond has a rich agricultural history that remains an important part of the City. Approximately 39% (or 12,338 acres) of land in Richmond is part of the Agricultural Land Reserve and a total of 13,746 acres of land in Richmond is zoned for agricultural use. Farming represents an important part of Richmond’s diverse economy and community, and continuing to support the agricultural sector in Richmond is a common objective for Council.

The agricultural sector is experiencing some specific and unique pressures and challenges as the City undergoes growth and change. To this end, there have been numerous recent public discussions related to agricultural issues, and Council has recently directed staff to “update the Agriculture Viability Study to ensure that it remains effective and important part of the City’s economic development vision”. Members of Council recognize current initiatives aimed at

supporting agriculture and farming (food system policy planning principles, initiatives to raise awareness of our local farming industry, infrastructure/drainage improvements, etc.), but feel the matter is not adequately represented in their Term Goals, and would like to see it have more prominence. At the June 26, 2017 Council meeting, Council directed staff to develop a third priority under the Supportive Economic Development goal to more clearly articulate Council's shared objective of "supporting the City's agricultural sector to ensure it remains viable and part of Richmond's economic development vision". Council's Term Goal 8, Supportive Economic Development Environment, is to "*Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency*". The two current priorities under this goal are:

- 8.1 Richmond's policies, programs and processes are business friendly.
- 8.2 Opportunities for economic growth and development are enhanced.

Recognizing the important role that agriculture plays in the City's history, character, livability and local economy, staff are recommending the following priority statement be added under the Supportive Economic Development goal for Council's consideration:

- 8.3 The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision.

Financial Impact

None.

Conclusion

Council's Term Goals identify the shared goals and priorities for Council that guide the City's work programs for the 2014-2018 term of Council. Each year, these goals are reviewed to ensure they are current and reflective of community needs and to provide an update to Council on work that has been done towards achieving their goals. Based on the most recent review of these goals, Council has requested the addition of a third priority under Council's Term Goal 8: A Supportive Economic Development Environment, to better reflect their shared interest in viable agricultural and fisheries sectors in our economic development vision. Staff are recommending the following new priority be added:

- 8.3 The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision.



Claire Adamson
Program Manager 1
(604-247-4482)

CA:ca



City of Richmond

Report to Committee

To: Planning Committee **Date:** July 21, 2017
From: Cathryn Volkering Carlile **File:** 01-0100-30-RCSA1-01/2017-Vol 01
 General Manager, Community Services
Re: **RCSAC Non-Profit Space Review Funding Request**

Staff Recommendation

That the Richmond Community Services Advisory Committee request for \$13,000 to complete the Richmond Non-Profit Space Review Project be considered as part of the 2018 Council Community Initiatives One-Time Expenditures process.

Cathryn Volkering Carlile
 General Manager, Community Services
 (604-276-4068)

Att. 2

REPORT CONCURRENCE		
ROUTED TO: Finance Department	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO (DEPUTY).

Staff Report

Origin

On June 23, 2017, Richmond City Council received a letter from the Richmond Community Services Advisory Committee (RCSAC) describing a project undertaken by the RCSAC Non-Profit Space Needs Task Group to identify agency-specific space needs and requesting funding to complete the work (Attachment 1). The purpose of this report is to propose that the City consider this request as part of the Council Community Initiatives one-time expenditure review process.

At the July 18, 2017 Planning Committee, this letter was considered and the following referral was made:

That staff examine the Richmond Community Services Advisory Committee's request for \$13,000 to complete the Richmond Non-Profit Review Project and report back with options at a future Planning Committee meeting.

This report supports the following Council 2014-2018 Term Goals:

#2 A Vibrant, Active and Connected City

2.2. Effective social service networks.

#3 A Well-Planned Community

3.1. Growth and development that reflects the OCP, and related policies and bylaws.

#6 Quality Infrastructure Networks

6.2. Infrastructure is reflective of and keeping pace with community need.

This report supports the following Social Development Strategy Action:

Action 30 – Develop and maintain a database on space needs of non-profit social service agencies to be updated annually through surveys of agencies.

Findings of Fact

In December 2016, the Richmond Community Services Advisory Committee (RCSAC) presented the results of their annual Social Services and Space Needs Survey to Planning Committee. While this survey monitors trends, it does not capture agency-specific information with respect to funding or space needs. For example, half of respondents (eight) from the 2013/2014 Survey reported that space limited, hindered, or inhibited the flow and progression of agency efforts. Of 16 respondents to questions regarding the strengths and challenges of office space, almost half (seven) felt that their current lease agreements did not provide stability. Some

(four) were in month-to-month agreements, while others (three) had demolition clauses. However, names of agencies impacted and corresponding space implications were not available in the survey results.

Recognizing that further information was required to convey agency-specific space needs, the RCSAC established an Action Group to develop a method and format for effectively identifying and communicating agency-specific needs. Action Group members included the Richmond Society for Community Living, Richmond Family Place, Richmond Food Bank, Richmond Youth Services Agency, and the Richmond Caring Place Society. Under the auspices of the Richmond Society for Community Living (RSCL), a Richmond Community Foundation (RCF) seed grant of \$2,500 was received for preliminary work to demonstrate the need for and benefits of the survey, on the understanding that, if deemed of merit, a second grant would be sought to complete the substantive work of developing a comprehensive non-profit space needs assessment and survey.

The preliminary report, “Richmond Non-Profit Space Review, Phase 1: Summary of Current Status and Proposal for Next Steps” (Attachment 1) provides a thorough overview of City policy supporting the need for non-profit space; outlines the many attempts made by the RCSAC to capture space needs information; and the need for agency-specific information that has not been systematically gathered to date. Next steps are identified, including survey development, administration and analysis as well as a policy and best practices review. The RCSAC is also seeking to make this instrument and process replicable on an annual basis. The proposed survey will document current as well as projected space needs (e.g. over 5, 10 and 15 years).

The RCSAC application to the Richmond Community Foundation for a second grant was successful, resulting in the award of \$10,000 to support the Phase 2 consulting budget of \$23,000. The RCSAC letter is requesting that the City fund the outstanding balance of \$13,000 on the basis that it will benefit the City by increasing awareness about the current and projected space needs of non-profit services.

Analysis

City Policy Context

The City has noted the need for appropriate space for non-profit agencies including, as a stated objective of the Official Community Plan (OCP), to “facilitate the provision of space for community agencies” (Section 11.3 “Building on Social Assets and Community Capacity”, Objective 2). One of the OCP Policies identified to help achieve this objective is to:

c) support non-profit agencies and community partners to develop and maintain an inventory of space requirements for community agencies in Richmond.

Likewise, the Social Development Strategy’s Strategic Direction 7, to “Strengthen Richmond’s Social Infrastructure”, includes:

Action 30 – Develop and maintain a database on space needs of non-profit social service agencies to be updated annually through surveys of agencies.

The proposed RCSAC survey is clearly aligned with these goals, as the survey results will populate the proposed database of non-profit space needs. As indicated, the RCSAC intention is to replicate the survey annually to fully realize these City and agency goals. A plan for ongoing implementation and analysis will be incorporated into the project final report.

The proposed RCSAC survey will also provide information that will assist the City and other stakeholders to make informed policy decisions, including those addressing the City Centre Area Plan “Social Equity and Community Services” Policy:

2.8.1.c) Encourage the establishment of “community service hubs”

Explore opportunities to establish a multi-use, multi-agency community service “hub” in each of the City Centre’s six village centres, designed to provide:

- *Convenient access to services and programs offering a range of tools, resources, and technical assistance;*
- *A variety of new service delivery models;*
- *Multi-agency partnerships, coordination, co-location, cost sharing and efficiencies;*
- *A continuum of services, especially where this requires the coordination of multiple agencies (e.g. early childhood development, health and wellness).*

The importance of social service agencies to community well-being is well articulated by the RCSAC in the attached letter and report, and staff concur with this perspective. Staff also concur that rapid population growth is increasing the demand for services while simultaneously reducing opportunities to relocate due to re-development. Furthermore, non-profit agencies cannot afford the high lease rates for newly built commercial space and are struggling to afford rising commercial property taxes. As the ability to secure appropriate and affordable premises is in jeopardy, this sector is at a critical juncture in its capacity to serve the community.

The RCSAC’s proposed survey will provide the City with a clearer picture of both agency-specific and overall space needs so that achievable targets and mechanisms can be developed. Furthermore, all RCSAC agencies and other non-profit community service agencies will be invited to participate in the survey, so the benefits of this project will be widespread and inclusive. Most significantly, the need to identify appropriate space and processes is increasingly urgent as re-development will inevitably encroach on properties currently housing non-profit agencies. Therefore, staff recommend that the City support the RCSAC request for financial assistance in completing the space needs survey. Staff will participate in examining the scope and reviewing draft documents to ensure that the City perspective is incorporated.

Possible Funding Sources

Option 1: Council Community Initiatives Account (recommended)

In 2015, Council established a Council Community Initiatives Account (CCIA) as part of a Gaming Revenue Allocation Model. This account was created to allow Council to direct gaming revenues to one-time initiatives designated for social, environmental, recreation and sports, heritage, arts and culture, safety and security, and infrastructure projects.

The RCSAC request meets the eligibility criteria of the CCIA Terms of Reference (Attachment 2), being a one-time request that focuses on both social and infrastructure needs. It also reflects the priority objectives of the account, as follows.

CCIA Priority Objectives	CCIA Description	RCSAC Request
<i>Inclusive</i>	<i>Reaching out to, involving, and positively affecting a diversity of residents</i>	This survey will include all Richmond non-profit social service agencies representing and serving a wide diversity of residents.
<i>Collaborative</i>	<i>Relying on partnerships in planning and implementation</i>	A RCSAC Action Group of five agencies are overseeing planning and implementation; all non-profits will be asked to participate and all stakeholders will be better informed when seeking space.
<i>Leveraged</i>	<i>Capitalize on projects that already have substantial funding from other sources</i>	The RCSAC has secured a total of \$12,500 from the Richmond Community Foundation (\$2,500 seed and \$10,000 project funding).
<i>Impactful</i>	<i>Will benefit the broader Richmond community rather than specific interests</i>	All participating agencies' ability to plan for space will be enhanced. The broader community served will benefit from continued services should long-term space solutions be found.
<i>Effective</i>	<i>Community benefit will be demonstrable</i>	The survey will be replicable and will provide a database of agency space needs that can be updated annually. The results may be used by all stakeholders to seek implementation opportunities.
<i>Responsive</i>	<i>Based on demonstrated community need</i>	Richmond Caring Place is seeking to expand based on current and prospective tenant needs. A number of agencies are in premises subject to re-development, while others have outgrown their space.
<i>Capacity-building</i>	<i>Will build community capacity to enhance residents' quality of life</i>	Agency capacity to plan for space needs will be increased, thereby ensuring and enhancing their capacity to serve residents whose quality of life is significantly impacted by social services.

CCIA Priority Objectives	CCIA Description	RCSAC Request
<i>Innovative</i>	<i>Demonstrate new ways of benefitting the community</i>	This is the first RCSAC survey that will be developed based on best-practices research, will create a bench mark and serve as a model for other communities.
<i>Sustainable</i>	<i>Financially sustainable, not reliant on further City funding to be viable</i>	The project will be completed with the requested funding. Cost of replication will be addressed upon successful completion of this prototype.
<i>Credible</i>	<i>Realistic proposals based on sound business plans</i>	Agencies will have better information on which to develop realistic business plans involving space need considerations.

In summary, the RCSAC project is well-qualified for consideration as part of the 2018 CCIA process based on eligibility criteria as well as priority objectives.

Option 2: 2018 Health, Social and Safety Grant Funding

As City Grant Policy (3712) indicates that only non-profit societies are eligible, this funding source is not recommended. Furthermore, as little remains in annual grant budgets after grants are allocated (e.g. \$2,979 in 2017), it would be challenging to accommodate an expenditure of \$13,000 without reducing grants to other organizations.

Option 3: 2018 One-Time Expenditures

Funding for the RCSAC project may be considered as part of the 2018 One-Time Expenditures process. As indicated in the 2017 One-Time Expenditures Report to Council from the Director of Finance,

One-time expenditure requests are typically non-recurring items for consideration over and above the base annual budget. Council established a Rate Stabilization Account (RSA) to provide funding for such requests without a tax impact.

Staff review submissions and only high priority requests are recommended. Due to the high demand for funds from this account that prioritize City initiatives, this funding source is not recommended.

Financial Impact

There is no financial impact to the 2018 base operating budget if the staff recommendation is followed. As Council Community Initiatives One-Time Expenditures are funded through Gaming Revenue, there would be no tax implications to a one-time grant of \$13,000, should the RCSAC request be successful.

Conclusion

The RCSAC is to be commended for taking the initiative to obtain the information required to clarify the need for non-profit space, on an agency and aggregate basis, as well as to pursue and receive two grants from the Richmond Community Foundation for this purpose. The proposed survey will provide the practical information required to help agencies secure space. Some non-profit agencies are facing imminent threats to their stability due to redevelopment; others have inadequate space to accommodate their programs, exacerbated by increasing demand due to rapid population growth; and others are jeopardized by escalating commercial property taxes. As this project will ultimately assist local agencies, the City and other stakeholders to understand current and projected non-profit space needs, staff recommend providing the funds to support this request.



Lesley Sherlock
Planner 2
(604-276-4220)

- Att. 1: RCSAC June 23, 2017 Letter to Mayor and Councillors
2: Council Community Initiatives Account Terms of Reference



RCSAC | Richmond Community Services Advisory Committee

June 23, 2017

To Mayor Brodie and Councillors, City of Richmond:

Over the last number of years the City of Richmond has experienced significant growth and building development. In the City Centre, many small, older buildings have been replaced with large, primarily residential, buildings. Although this growth and development has many benefits for the City, the impact on non-profit societies delivering essential social services in the community is increasingly problematic.

Many non-profit societies, with limited resources, lease space in these older buildings. As these buildings are demolished and replaced by new and more expensive buildings, increasingly non-profit societies are being displaced. Furthermore, in new areas, limited consideration has been given to the need for space for social services in these new, densely populated areas (e.g. area near the Oval). A thriving and healthy community must have a strong foundation of social services. These social services must be available and distributed throughout a community.

The Richmond Community Services Advisory Committee (RCSAC) has recognized the need to address the growing space needs issue for non-profit societies in Richmond for some time. To this end, RCSAC has endeavoured to gather information regarding the space needs of non-profits in Richmond through a number of online surveys. Although the RSCAC has made a valiant attempt in this regard, members lack the expertise and resources to develop, conduct and analyze the data. Consequently, the results of these surveys have not allowed the RCSAC or the City of Richmond staff to truly explore and understand the space needs of all non-profit societies in the City.

In 2016 a task group was created to explore the space needs issue. This committee was successful in obtaining a \$2500 grant from the *Richmond Community Foundation* to retain a consultant to develop the framework for a comprehensive review of the space needs issues for non-profit societies in Richmond. In January 2017 the *Richmond Non-Profit Space Review Phase #1: Summary of Current Status and Proposal for Next Steps (attached)* was completed and released. This first document reviewed the reports and work completed to date on this issue by the City of Richmond and the RCSAC and made the following recommendations:

- Develop and administer an **updated, straightforward, “easy to fill out” survey that can both stand alone and be comparable across years, and that establishes agency-specific space needs** as well as the significance of the services these agencies provide the community.
- **Research and recommend alternative responses to address the non-profit organization space needs issue in the City of Richmond.**

In order to complete the recommended work, the consultant developed a work plan and budget. The complete cost of the second phase is \$23,000. The Task Group has been successful in obtaining a second grant for \$10,000 from the Richmond Community Foundation to help complete the work plan. The Task Group has worked hard to obtain funds and develop a framework and plan for this important work.

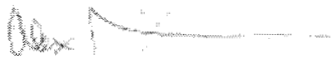
RCSAC, P.O. Box 97059, Richmond Main PO, Richmond, British Columbia V6X 8H3
Email: admin@rcsac.ca Web: www.rcsac.ca

Page 1 of 2

We are now requesting the City of Richmond to fund the remaining balance required to complete this important work. We know the City of Richmond's Mayor, Councillors and staff value the essential work of non-profit societies in our community. However, it is now time that the City of Richmond consider the implications of the rapid development in our City on the foundation of social services in Richmond. The completion of this important work will allow the City of Richmond to make strategic and fulsome decisions to support the preservation of a strong foundation of community and social services in our community. Furthermore, the work plan involves the development of a comprehensive survey of NPO's space needs which can be replicated each year. This will allow the City of Richmond, in partnership with the RCSAC, to track, monitor and analyze the space needs of NPO's in the City over time. This is essential work that has not been done to date.

Lastly, the City of Richmond has recently completed a review and analysis of their Affordable Housing Strategy. It is an ideal time, in association with the affordable housing consultancy work, to explore opportunities and cross-over between the City of Richmond's approach to Affordable Housing and their support for the space needs and sustainability of community social services.

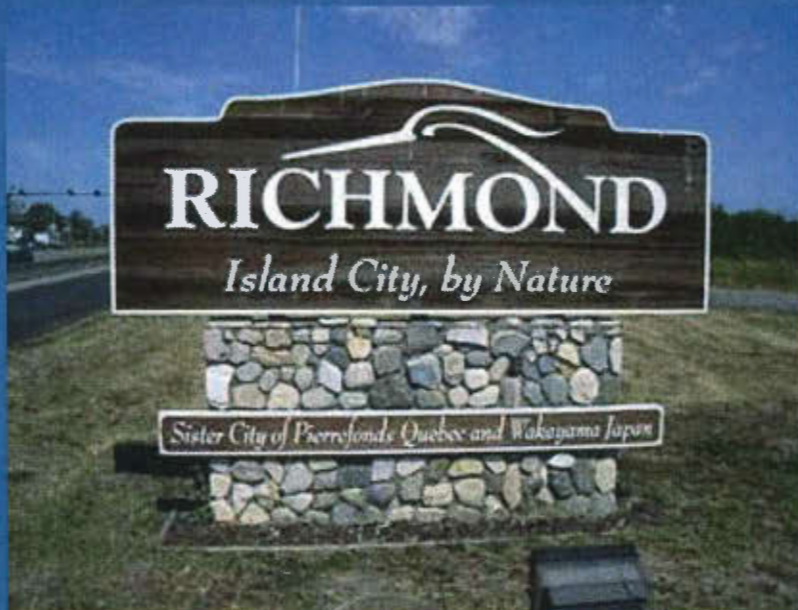
Sincerely,



Chairs, Kathie Chiu and Alex Nixon, Richmond Community Services Advisory Committee (RCSAC)

cc. Cathy Carlile, Kim Somerville & Lesley Sherlock

RICHMOND NON-PROFIT SPACE REVIEW



Phase 1: Summary of Current Status and Proposal for Next Steps

This report has been provided to the Richmond Community Services Advisory Committee (RCSAC)
on January 9, 2017,

by: **William Dunn MCIP, RPP, MSc** Planning Consultant

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Thank you for the generous support from



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Introduction

In this first phase (Phase 1) of the 'Richmond Non-profit Space Review', based on policy research and key informant interviews, I have summarized the current status of non-profit organization space needs in Richmond and proposed next steps.

The **objective** of this work is to:

- **Provide a clearer picture of Richmond non-profit agency space needs**

This objective falls within the **overarching goal** of:

- **Ensuring Richmond non-profit agencies have access to secure, affordable, and appropriate space** to continue providing essential services that meet the demands of a growing population

Summary of Findings

Surveys investigating agency service provision, and space needs have been undertaken since 2003. Two challenges are evident in the results of those surveys:

1. The provision of sufficient services to meet the needs of a growing population
2. Ensuring agencies have access to the space that enables them to provide those services

City of Richmond policy is supportive of assisting agencies to meet their space needs. However, the surveys have yet to provide detailed enough information, consistently over time, to allow the City to respond effectively.

For the next Phase (Phase 2), I recommend an updated and more detailed survey be carried out, and that further research be considered to be undertaken—to explore alternatives and best practices in ensuring agencies can satisfy their space needs. As such, I recommend the following actions:

1. Develop and administer updated survey¹
2. Consider exploring alternatives

¹ A draft of the proposed survey is attached as an appendix to this report.



Policy Context

The following policy work has been conducted by the City of Richmond. The work speaks to the growing concern and need for affordable, centrally located, accessible and secure space for Non-Profit service providers in the city. To date, clear concrete action has not been taken by the City to address this issue.

Richmond City Centre Area Plan (2009)

From **section 2.8, 'Social Equity and Community Services'**: "OBJECTIVE: Provide a framework for an 'inclusive community' that supports the diverse needs of its citizens and equitable access to social, health, education, safety, and other community resources for present and future generations, throughout their lives. Such a framework involves many critical factors. Two are addressed in this section (child care and community service hubs), while others are addressed elsewhere in the CCAP (e.g., affordable housing, transportation, public realm and public life). Access to services will be facilitated by locating complementary services with, adjacent to or nearby existing and future City Centre public facilities."²

Section 2.8.2 c) Encourage the Establishment of "Community Service Hubs"

Explore opportunities to establish a multi-use, multi-agency community service "hub" in each of the City Centre's six village centres, designed to provide:

1. Convenient access to services and programs offering a range of tools, resources, and technical assistance;
2. A variety of new service delivery models;
3. Multi-agency partnerships, coordination, co-location, cost sharing, and efficiencies;
4. A continuum of services, especially where this requires the coordination of multiple agencies (e.g., early childhood development, health and wellness).

Richmond Official Community Plan (City of Richmond, 2012)

From **section 11.3, 'Building on Social Assets and Community Capacity'**: "Social capital is a term to describe the linkages and communication channels amongst individuals and organizations and the community's capacity to work towards mutual gain. The underlying assumption is that connections are essential to the overall health and well being of the community. The City's non-profit agencies, advisory committees, associations and community networking forums need to be nurtured as the city continues to grow and develop."³

² City of Richmond, *City Centre Area Plan*, 2009, p. 2-81

³ City of Richmond, *Official Community Plan*, 2012, p. 11-5



Chapter 11 – Social Inclusion and Accessibility

Objective 2: Facilitate the provision of space for community agencies

Policies:

1. Establish mechanisms to assist non-profit agencies and community groups to secure office or program space, or funding (e.g., through senior governments, NGOs, the lease of any surplus City space, negotiation with developers in the rezoning process);
2. Establish clear, transparent guidelines for the securing and allocating of City-owned or negotiated community agency space (e.g., eligibility criteria, cost factors, timing, roles and responsibilities);
3. Support non-profit agencies and community partners to develop and maintain an inventory of space requirements for community agencies in Richmond

Building Our Social Future – A Social Development Strategy for Richmond 2013-2022 (2013)

From **Strategic Direction 4, ‘Help Richmond’s Children, Youth and Families Thrive’**: “Challenges faced by the non-profit sector include funding uncertainties and the need for secure, affordable, appropriately located premises for their operations.”⁴

Relevant Actions

Action 10

- Support the establishment of high quality, safe child care services in Richmond through such means as:
 - 10.3 Securing City-owned child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers. *Ongoing*

From **Strategic Direction 7, ‘Strengthen Richmond’s Social Infrastructure’**: “Concurrently with efforts to meet the needs of a growing and increasingly complex population, many non-profit agencies have also been struggling to secure or maintain affordable spaces for their service provision [...] Richmond has effective partnerships with many non-profit agencies and has developed strong relationships with other public partners to deliver services in the community. The Richmond Community Services Advisory Committee, funded by the City of Richmond, is a network of more than 30 local non-profit agencies and community stakeholders which are working collectively on community issues of mutual concern. Further, Richmond has an array of City and non-City facilities used for service provision. For example, Caring Place, a community hub for non-profit agencies, has proved to be an effective solution for agencies to deliver services in a convenient one-stop location. The facility is situated on a centrally located City owned site leased to the Caring

⁴ City of Richmond, *Building Our Social Future*, 2013, p. 35



Place Society at a nominal rate [...] What are the challenges? The increasing demand for social services is a key challenge for Richmond. Non-profit agencies will need additional office and program space to meet further needs; however, the cost of land and construction inhibits service expansion. Additionally, while some agencies may receive federal and provincial government support, funding is not guaranteed, which creates instability and uncertainty for service providers. Other challenges include the need to define City roles in addressing social issues and the impact of decisions made by senior levels of government on the City. Being the level of government closest to the people, the City is frequently approached for support by non-profit agencies on items that are not part of Richmond's mandate."⁵

Relevant Actions

Action 29

1. Prepare an enhanced policy framework for securing community amenities (e.g. space for City services, space for lease to community agencies) through the rezoning process for new developments including:
 - a. 29.1 Developing an administrative structure (e.g. senior staff review team) and criteria for assessing community amenity options for recommendation to Council on specific rezoning applications. *Short Term (0-3 years)*
 - b. 29.2 Establishment of a Community Amenity Reserve Policy and Fund, similar to those for affordable housing and child care, to secure cash contributions from developers for future amenity development in lieu of the provision of built amenity space. *Long Term (7-10 years)*

Action 30

2. Develop and maintain a database on space needs of non-profit social service agencies to be updated annually through surveys of agencies. *Short Term (0-3 years)*

Action 32

3. Implement the City Centre Area Plan Policy of exploring opportunities to establish multi-use, multi-agency community service hubs in appropriate locations in the City Centre, while also pursuing other types of agency space, as appropriate, throughout Richmond. *Short Term (0-3 years)*

Action 51

4. Encourage community agencies and faith-based groups to make spaces available in their premises at reasonable rates for local community users (e.g. meetings, drop-in programs). *Ongoing*

From 'Implementation and Next Steps – Implementation Priorities': "Social Capital and Infrastructure—Community agencies are facing significant challenges

⁵ City of Richmond, *Building Our Social Future*, 2013, p. 57-58



(e.g. providing quality services with limited funding, securing appropriate and affordable office space, competing for contracts and short term project grants). If the City is to be successful in addressing its social development goals, it is essential that vibrant community agencies and a healthy overall social infrastructure be in place. A key challenge for the City will be to ensure community agencies have the necessary facilities and assistance to meet the growing demands. City roles could include enhancing networks (e.g. inter-agency collaboration to address social issues) and providing support to local community agencies (e.g. through the City Grant Program and assistance with securing appropriate and affordable office and program space [...] Children, Families and Youth—The well-being of Richmond’s children, youth and families is essential to a socially sustainable community. The availability of child care and affordable housing, as well as a stable, supported non-profit sector and a vibrant network of parks, recreation and cultural opportunities will provide a foundation for healthy development and supportive connections. In planning for the future, a key challenge for the City will be to ensure sufficient access to child care, affordable housing and family support services, as well as the development of family-friendly neighbourhoods and communities that will strengthen Richmond’s ‘sense of place’.”⁶

Summary of Work Done To Date by Community Non-Profit Organizations

Community agencies have endeavoured to gather information that would support the need for government attention and focus on the growing concern that Non-profit service providers are unable to secure affordable, centrally located and secure space in Richmond. Although these efforts have produced some helpful information regarding the space needs of NPOs in the City of Richmond, the surveys have been different from year to year, and the survey has not been conducted at regular intervals. As such, establish long-term trends has been challenging. Moreover, the community agencies have been without the resources or expertise to conduct a survey that would produce the data and analysis, over time, that may be required facilitate government action.

The following work, exploring agency services provided and space needs, has been conducted by the RCSAC.

What is the RCSAC?

The Richmond Community Services Advisory Committee (RCSAC) has served Richmond City Council since 1979. It is a “network of more than 30 local non-profit organizations and community stakeholders working collectively on community issues of mutual concern.”⁷

⁶ City of Richmond, *Building Our Social Future*, p. 73

⁷ City of Richmond, *Building Our Social Future*, 2013, p. 57



It is funded by the City of Richmond as “an advisory body to the Richmond City Council on social, health, and community matters.”⁸

The RCSAC’s objectives are to:

- Advise City Council on social policies and community planning issues
- Identify and address emerging concerns
- Create awareness of relevant issues
- Support local community-based initiatives

In 2003, the RCSAC conducted a social services survey—a broad overview of agencies providing social services in Richmond. In 2008, they conducted their first comprehensive survey on agencies regarding community and space needs. In 2011, they began conducting “an annual survey of member agency funding gains and losses, including impact on client groups and services. In 2013, the funding survey was revised to be more comprehensive including the addition of a section regarding agency space needs.”⁹ “In 2014 (the 2013/2014 survey) the survey was modified to include a more comprehensive data comparison.”¹⁰ And in 2015 (the 2014/2015 survey) the most recent survey was conducted, however funding was not secured to provide in depth analysis as was done in the previous year.

2003 “Social Services in Richmond” Survey

This report was put together to provide “information about social services in Richmond and an overview of the agencies and organizations that provide these services.”¹¹ 22 agencies responded to this survey.

Of 91 separate programs and services provided by the 22 agencies, the survey found 30 programs were identified where demand could not be met and clients were turned away. More than half (13) of agencies surveyed experienced funding changes in 2003 and expected further changes in 2004. 73% of all agency funding came from the Provincial government, however some agencies received no Provincial funding. Some agencies qualified for Federal funding. Municipal funding represented 2% of all agency funding.

Although no overt reference to difficulties meeting space needs is made in this report, funding, which would affect the ability to meet space needs, is noted as an issue. “Many of the agencies reported being stretched to the breaking point to continue to provide their services to Richmond citizens as funding methods change

⁸ RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2014, p. 1

⁹ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 3

¹⁰ RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2014, p. 1

¹¹ RCSAC, *Social Services in Richmond*, 2003, p. 1



and senior governments continue to reduce core funding.”¹² 18 agencies reported experiencing some inability to meet demand for services. Among the recommendations is for the Richmond City Grants Program to “continue to support, particularly for agencies where the majority of their budget is devoted to Richmond citizens, operating expenses and infrastructure funding.”¹³

2008 “Community Services Space Needs Survey”

The most comprehensive survey of the three done. Done with input from the City, and “designed to capture a broad range of information to learn the type, square footage, location, and tenure of RCSAC members’ premises, as well as, related financial, employment, and other relevant information.”¹⁴

Overall, the survey shows that in 2008, the 22 agencies surveyed:

- Served over **100,000 Richmond-based clients**
- Employed over **600 workers**
- Were assisted by over **1,600 volunteers**
- Occupied over **115,095 sq. ft. of space**

Moreover, of the agencies surveyed, 4 owned properties, and 21 leased or rented properties, paying over \$700,000 annually in leases and rents. 3 agencies had tenancy agreements expiring that year, 5 had agreements expiring the next year, in 2009, and 2 agencies had agreements expiring in 2010.

Estimating future space needs, the survey responses indicated:

1. **14 agencies would need additional space within 5 years**
2. **7 agencies would need an additional location within 5 years**
3. **10 agencies would need satellite premises** in Richmond at some point in the future
4. 16 agencies were interested in sharing space with another agency

The survey concludes: “Community service agencies in Richmond have been experiencing a growing need for space to adequately provide their services—from meeting rooms to new and larger premises [...] In this era of unpredictable and reduced funding, their potential or continuing capacity to respond to client and community needs is at or near a decisive juncture.”¹⁵ Results from the survey also indicate a high degree of willingness among agencies to share space. A summary of the survey results suggest the following actions as next steps:

- Workshop training for agencies to identify and plan for future space needs

¹² RCSAC, *Social Services in Richmond*, 2003, p. 1

¹³ RCSAC, *Social Services in Richmond*, 2003, p. 11

¹⁴ RCSAC, *RCSAC Space Needs Survey – Summary and Follow-up Actions*, 2008, p. 1

¹⁵ RCSAC, *RCSAC Space Needs Survey – Summary and Follow-up Actions*, 2008, p. 1-2



- An RCSAC-hosted working meeting with the City's planning and real estate groups to share information on space needs
- A study to determine affordable needs
- A study to determine opportunities for funding partnerships, tenant agencies, and shared space opportunities regarding developing a single 'hub' facility for multiple agencies

"2013/2014 Survey and Space Needs Assessment"

"While the RCSAC had surveyed member agencies regarding space needs intermittently since 2008, this had not been done on a regular basis. As members consistently expressed concern about the lack of appropriate, affordable, available space in which to offer their programs and services, the RCSAC added a space needs section to the annual survey beginning in 2013/2014."¹⁶

Overall, the survey shows that in 2013/2014, the 18 agencies surveyed:

- Served over **13,000 Richmond-based clients**
- **1,200 referrals** were made
- **275 people** were left on waitlists
- **1,481 volunteers** provided **105,057 volunteer service hours**
- Current space used ranged from **250-35,000 sq. ft. (avg. 8,347 sq. ft.)**

The survey indicated that all age groups, individuals, and families were served by Richmond non-profit agencies. In terms of space needs, survey respondents, prioritized considerations for selecting new office or program space:

- Access to transit
- Rental rates
- Location
- Accessibility
- Square footage
- Potential of space
- Parking
- Leasing agreement
- Length of commitment
- Landlord flexibility
- Efficiency of layout
- Ability to vacate
- Expansion capability
- Signage
- Owning vs. renting

¹⁶ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 56



Agencies were also asked questions regarding space needs and challenges. The following is a summary of the results:

- 8 agencies reported that space limited, hindered, or inhibited the flow and progression of agency efforts
- 7 agencies felt that their current lease agreements did not provide stability
- 4 agencies were in month-to-month agreements
- 3 agencies had demolition clauses
- 13 agencies reported having stable lease arrangements
- 9 (of 17 respondents) agencies measure efficiency of current space (e.g., agencies have measured efficiency e.g., with a 'usage rate' or with a 'space design consultant' and by reviewing 'financial cost/return...towards program costs
- 9 (of 16 respondents) feel current lease agreement "adds stability to services provided"
- 8 (of 16 respondents) feel current space "limited, hindered, or inhibited the flow and progression of [their] agency's efforts"
- 10 (of 17 respondents) feel current location affects "clients or staff's needs or preferences"
- "Over half of clients, staff, and volunteers use transit to access the resources offered by the participating service agencies."¹⁷

"When asked to provide an estimate for the amount of additional square footage they may need, 7 agencies reported an additional need for a range of space from 100 sq. ft. to 11,000 sq. ft. essentially an average of 5,836 more sq. ft. needed, approximately, to continue, expand, and deliver services."¹⁸ And when asked what their ideal office spaces would include:

- "More space/ more ability to serve clients" replied 9 agencies
- "Better working conditions for staff" replied 3
- "Offices for staff" replied 2
- "Larger group space" replied 2
- "Improved parking for staff and clients" replied 2
- "More energy efficient space" replied 2
- "Owned instead of renting" replied 1
- "Long-term lease without demolition clause" replied 1
- "Sound proofing/ more privacy" replied 1
- "Better accessibility for clients with mobility issues" replied 1
- "Closer to transit" replied 1

¹⁷ RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2014, p. 17

¹⁸ RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2014, p. 17



Specifically regarding space needs, half of agencies reported current space limited or hindered their efforts: “it is widely stated that the limitations in office space are limiting the services that are being, and could be, provided to the community of Richmond.”¹⁹ Moreover, according to the report, “it is clear that the agencies reporting on the RCSAC Space Needs Survey are effectively utilizing the office space they have to provide a wide array of services in Richmond.”²⁰ A broad range of space is currently used (250-35,000 sq. ft.), and “a number of agencies (seven) indicated needing additional space in their coming fiscal year (2014/2015), ranging from 100 to 11,000 sq. ft. for a total of 40,852 sq. ft.”²¹ or “an average of about 5,836 sq. ft. more to continue, expand and effectively deliver services to the residents of Richmond.”²² The top 4 considerations for new space are access to transit, rental rates, location, and accessibility.

“Social Services and Space Needs Survey – 2014/2015”

Results from this survey indicated that while funding and service trends remained fairly stable, “with a growing population and rapidly developing City Centre, demand for services is increasing while opportunities for secure, affordable and accessible space are diminishing for non-profit agencies.”²³

It should also be noted that “this latest survey provides less information than the 2013/2014 survey due to lack of funding for a research assistant to compile, analyze and report on results.”²⁴

Overall, the survey shows that in 2014/2015, of the 22 agencies surveyed:

- 16 were serving the same number of clients as in the previous year (5 served more, and 1 served fewer)
- 12 received the same number of referrals as in the previous year (9 more, and 1 less)
- 7 (of 19 respondents) reported a change in funding that “will impact direct services to the community” (in 2010/2011 the response was 8 (of 15); in 2011/2012, 10 (of 13); in 2012/2013, 6 (of 14); and in 2013/2014, 12 (of 18).
- 3 (of 22) said budget was reduced (9 increased, 7 no change)

It is also noted that “Canadian citizens no longer qualify for federal settlement services and therefore lost access to services, as well as persons with disabilities due

¹⁹ RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2014, p. 17

²⁰ RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2014, p. 18

²¹ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 5

²² RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2014, p. 17

²³ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 6

²⁴ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 4



to changing criteria for federal funding” and that “18 of the agencies that responded rely on 1,000s of volunteer hours to support their services” and that agencies are coping with change by “continually creating new ways to engage and serve their clients.”²⁵

Agencies were also asked questions regarding space needs and challenges. The following is a summary of the results:

- 13 (of 16) agencies have lease agreements that provide stability to their operations
- 13 (of 16) use free or in-kind space
- 13 (of 16) say location impacts client and staff needs/preferences, compared with 10 (of 17) in the previous year
- “Between 50-75% of staff, clients and volunteers rely on public transport to access agencies, supporting the fact that location is critical.”²⁶

Agencies also established their top 3 criteria regarding “space to offer programs and services”:

- Location close to transportation
- Childcare space
- More space in general is needed

In sum, more services must be provided by Richmond non-profit agencies, but space is less and less available. Moving forward, “the RCSAC will continue to monitor space needs trends through its annual survey. A number of RCSAC member agencies are also meeting to provide more detailed, agency-specific information about their space needs. This will enable them to provide the City with more complete information and to enhance their spaces needs search capacity.”²⁷ It is acknowledged that in future surveys, more detailed information is needed on agency-specific space needs.

Key Issues & Analysis

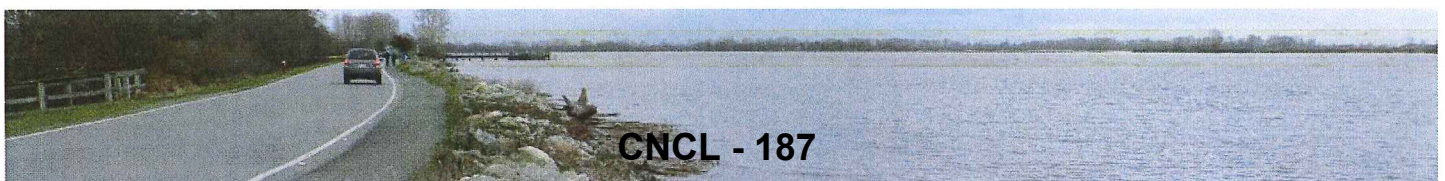
Establishing the Need for Increased Space for Non-profits in Richmond

In the 2008 survey, it was noted that: 14 agencies would need additional space within 5 years; 7 agencies would need a new location within 5 years; and 10 agencies would need satellite premises at some point in the future. In the 2013/2014 survey, the next to directly address space needs, agencies consistently expressed a “lack of appropriate, affordable, available space in which to offer their

²⁵ RCSAC, *Social Service and Space Needs Survey 2014-2015 Results*, 2016, p. 7

²⁶ RCSAC, *Social Service and Space Needs Survey 2014-2015 Results*, 2016, p. 9

²⁷ RCSAC, *Social Service and Space Needs Survey 2014-2015 Results*, 2016, p. 9



programs and services.”²⁸ And in the most recent survey, the 2014/2015 survey, the problem remains: “Increasingly, non-profit organizations (NPOs) in Richmond are struggling to find affordable office and program space, especially in the City Centre. If NPOs do not have space, they will be unable to provide their services to Richmond residents’ quality of life.”²⁹

Why is there a need for space? It is put simply in *Building Our Social Future – A Social Development Strategy for Richmond 2013-2022*: “Richmond’s population is growing and demands for social services are rising.” Moreover, the City depends on non-profit agencies to provide these services: “the City does not have the mandate or ability to deliver the broad range of social services required. If the City is to realize its vision of being the most appealing, livable, well managed community in Canada, it is essential that social services, and the facilities that deliver those services (i.e. social infrastructure) keep pace with Richmond’s growth.”³⁰

More space is needed, yet it is becoming more difficult to acquire: “The increasing demand for social services is a key challenge for Richmond. Non-profit agencies will need additional office and program space to meet further needs; however, the cost of land and construction inhibits service expansion” and “funding is not guaranteed, which creates instability and uncertainty for service providers.”³¹ Costs are prohibitive especially in the ‘City Centre’ area. From the surveys, “one recurrent theme is agencies’ need for secure, affordable, accessible and appropriate space to serve the community in the context of City Centre redevelopment and rapid population growth.”³² Agencies have consistently stressed the importance of being near clients and staff, which also means being accessible by public transit and near or in Richmond’s ‘City Centre’.

Discussion

The survey results clearly communicate a need for space, and the criteria for desirable space. What the survey results—taken collectively—don’t communicate, however, is:

- How **specific measures of space needs—such as its type, location, and size—are changing over time**
- The **specific space needs of individual agencies** currently, as well as in, say, 5, 10, and 15 years from now

Though the surveys to date make clear that funding, the provision of space, and the difficulty satisfying an increased need for services are serious issues, the biggest issue regarding the information the surveys provide is the lack of consistency

²⁸ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 5

²⁹ RCSAC, *Space Needs Action Group Report*, 2016, p. 1

³⁰ City of Richmond, *Building Our Social Future* 2013, p. 57

³¹ City of Richmond, *Building Our Social Future*, 2013, p. 58

³² City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 7



among them.³³ A different number of agencies are surveyed each time, answering different questions. Moreover, the results are displayed each time with a different depth of analysis.³⁴ This makes it difficult to compare results over time with the goal of projecting long-term—e.g., 5, 10, and 15 year—trends.

Another issue is regarding what the information being gathered—why is it being collected, what does it mean, and what (e.g., policy) responses are appropriate given the results. For example, if the number of clients served, annual referrals, or number of people on a waitlist increase, what does this mean, and how should policy-makers respond? Do increases in these mean agencies need more office/program/outdoor space? In the cases of some measurements, the connection may be clear, in others it may not be.

Finally, more agency specific information is needed. Further surveys should directly explore specifically which agencies need more space, how much more space they need, and when they'll need it. With that information, it could then be established which agencies need space more urgently, and this would allow the City to respond appropriately if/when they have the resources to do so. It should be acknowledged that a more in depth survey also means an increased time-commitment from agencies—perhaps across many years if the survey is replicated for long-term analysis and projections—as well as resources on RCSAC's behalf, devoted towards analysis.

As an aside, another question that may need further exploration is the “why” question. In other words, why is space for non-profits becoming less accessible in Richmond? It is noted that new development in Richmond's City Centre area is rendering space less available, yet, is this because commercial space is in decline or because rents are increasing. And is this problem exacerbated because agencies are becoming less capable of paying market rents, as a result of changes in funding and/or decreases in predictability of funding. It is also noted that lack of security in space (e.g., as a result of demolition clauses or short-term leases) can detrimentally affect an agency's long-term strategic/financial planning.

³³ E.g., the 2008 survey found that agencies served over 100,000 clients, and the 2013/2014 survey found that agencies served 13,000 over clients. Which of these numbers is more correct? What the question worded differently in each survey? How was “client” defined each time? What length of time was used?

³⁴ Analysis is important in clarifying what the responses mean. E.g., questions about waitlists can be problematic because some agencies don't keep waitlists or are not privy to this information (as the funder or government agency owns the waitlist).



Recommendations & Next Steps

Recommendations

Based on an analysis of the work done to date, the following is recommended, in order of priority/significance:

- Develop and administer an **updated, straightforward, “easy to fill out” survey that can both stand alone and be comparable across years, and that establishes agency-specific space needs** as well as the significance of the services these agencies provide the community
- **Research and recommend alternative responses to address the non-profit organization space needs issue in the City of Richmond.**

In pursuing either recommendation, the City’s role must be determined. For example, if agency-specific need is determined, how will the City respond? As an example, how can agencies in need get access to space, new or old, on City-owned land? Will a process or framework be developed to determine how City-owned land is allocated (or perhaps acquired) for agencies in need who are providing crucial services to the community?

As such, in this work an ongoing implicit third recommendation must be to **determine: the City of Richmond’s role in supporting this work, and how they intend to respond to it.**

Next step #1: Develop and Administer Updated Survey

The survey can be broken down into three broad steps:

1. Development
2. Administration
3. Analysis

1. During the development phase, i.e., during the design of the questions/content and administration plan, City-input will be crucial. Based on the results from previous surveys, a successful updated survey will:

- Be reviewed and approved by City staff
- Be reviewed and approved by key agencies
- Be repeatable and relatively “easy to fill out”
- Include questions that produce useful/useable results

Repeatability will enable analysis to project long-term space need trends, e.g., over 5, 10, 15 years. And producing useful/useable results means the information produced by the survey will allow the City to understand need and respond effectively, e.g., it will include agency-specific information, help prioritize need, and convey the significance/importance of service providing agencies.



2. During the administration phase, success will include the following:

- High response rate (e.g., all major agencies)
- Timely response rate

A high and timely response rate may require pre-survey meetings and workshops with target agencies, or other educational endeavours. Given the time and energy that must be devoted toward responding to a comprehensive survey, it may be necessary to clearly convey the benefits of doing so. City involvement may be necessary.

3. During the analysis phase, success will involve:

- Clearly conveying the results in a format that allows comparison over time
- Establishing the significance of non-profit agencies in Richmond as well as their current and future space needs

Ultimately, success of the survey means the results will be clearly presented in a way that enables the City to understand needs and respond in way—e.g., by providing access to City-owned space or developing additional policy—in a fair, efficient, and effective way.

Next Step #2: Consider further research that explores alternative options

To date, the City of Richmond has offered properties for lease to non-profit agencies, and has indicated that it will continue to circulate information about City inventory as it becomes available. Two properties (7080 and 7400 River Road) are available for non-profit agencies (rent not specified) for up to eight years (before they are converted to parkland). To date, no non-profit agencies have entered into lease agreements at these sites. Inappropriate size, lack of access to transit, lack of wheelchair access, cost of tenant improvements, limited duration of occupancy, and the need for rezoning to accommodate program use are cited as reasons why. Overall, “the City’s inventory of suitable space is limited, as sites are purchased for future use as parks, roadways or other strategic purposes.”³⁵ The City has also circulated commercial properties listings to agencies. That said, “in spite of active, ongoing real estate searches, agencies have been unable to locate suitable properties to date.”³⁶

Because the City’s inventory appears to be limited, alternative ways to provide space should be explored. For example, can policy be developed to ensure non-market space be reserved for non-profit agencies in developing areas? Not just on City-owned sites but as space provided through new development—similarly to how childcare space is provided through new development.

³⁵ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 6

³⁶ City of Richmond, *Report to Committee: RCSAC Social Services Funding and Space Needs*, 2016, p. 6



Additionally, a case study/best practices analysis would provide perspective. This research would explore what success looks like elsewhere, and provide examples of alternative funding models in addition to opportunities to leverage funding, e.g., by exploring how funding available from one level of government or a non-profit can be matched by another level of government.

And should more analysis be directed toward another community hub, i.e., a 'Caring Place 2'. The existing Caring Place is described as a success that "has proved to be an effective solution for agencies to deliver services in a convenient one-stop location. The facility is situated on a centrally located City owned site leased to the Caring Place Society at a nominal rate."³⁷ A 'Caring Place 2' built above existing surface parking at the same site would allow additional agencies to capitalize on the central location.

³⁷ City of Richmond, *Building Our Social Future*, 2013, p. 57



Phase II Work Plan

The Phase II Work Plan will include:

- Work to be done
- Timeline
- Budget
- Roles and responsibilities

Appendix: Draft Proposed Survey 2016

This survey is based largely on the 2008 survey, updated based on key informant interviews and the 2013/2014 and 2014/2015 surveys. It will be important to work with City staff in finalizing the details of the survey and ensuring the survey can and will be filled out by as many agencies as possible. (Note: All questions refer to the year 2016.)

Section 1: Types of Services	
1.1	What types of services did you offer in 2016? (Open ended)
1.2	Describe your main (target) clientele (Open ended)
1.3	What percentage of your clients resided in Richmond?
Section 2: Staff & Volunteers	
2.1	How many full-time workers were employed? (Full-time means equal to or above 30 hours/week)
2.2	How many part-time employees were employed? (Part-time means below 30 hours/week)
2.3	How many full-time equivalent (FTE) hours were paid, combined among employees?
2.3	How many contract workers were employed?
2.4	How many FTE hours were paid toward contract workers?
2.5	How many volunteers donated their time?
2.6	How many volunteer hours did this add up to over the year?
2.7	<p>What percentage of employees worked on-site?</p> <p>If your agency has multiple sites, please list the percentage of employees working on-site at each location:</p> <p>Location 1 name: _____ / % working on-site: _____</p> <p>Location 2 name: _____ / % working on-site: _____</p> <p>Location 3 name: _____ / % working on-site: _____</p> <p>Location 4 name: _____ / % working on-site: _____</p> <p>Location 5 name: _____ / % working on-site: _____</p>
2.8	What percentage of employees worked from home?
2.9	What percentage of employees worked from home because there was no room on site?
2.10	<p>Work from home over the next 5 years will: (Check one)</p> <p><input type="checkbox"/> Increase</p> <p><input type="checkbox"/> Decrease</p> <p><input type="checkbox"/> Stay the same</p> <p><input type="checkbox"/> Not sure</p>
2.11	How many clients were served in 2016?
2.12	How many referrals were received in 2016?
2.13	<p>Do you carry/have access to a waitlist for any of your programs?</p> <p><input type="checkbox"/> Yes</p>

	<input type="checkbox"/> No If so, for each program: <ul style="list-style-type: none"> • How many people were on your waitlist at the end of 2016? • How many people were on your waitlist at the beginning of 2016? • How long did people typically wait on the waitlist?
Section 3: Current Premises	
3.1	Is work conducted during regular business hours? (Mon-Fri, 8 am – 5 pm) <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No If so, for each program: <ul style="list-style-type: none"> • When is work conducted? I.e., which days, and between what time? (Open ended)
3.2	Do you need 24/7 access to your premises? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, for which sites and programs? (Open Ended) Does your agency have 24/7 access? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, for which sites and programs? (Open Ended)
3.3	Do you host group meetings on the premises? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, are group meetings hosted outside normal business hours? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No
3.4	Does your agency need to store confidential files? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, where does your agency store these files? E.g., on-site or off-site (Open ended)
3.5	Would your agency consider storing confidential files in a shared, secure storage facility with other community agencies? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No
3.6	Does your agency share space (e.g., meeting rooms, staff rooms, etc.) with another agency? <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what type of space is shared? (Check all that apply) <ul style="list-style-type: none"> <input type="checkbox"/> Offices <input type="checkbox"/> Meeting rooms <input type="checkbox"/> Staff/lunch rooms <input type="checkbox"/> Waiting room/reception

	<input type="checkbox"/> Exterior (e.g., play area) <input type="checkbox"/> Parking
3.7	<p>For each site and program, does your agency?</p> <input type="checkbox"/> Occupy the premises at no cost (e.g., space is provided in kind) <input type="checkbox"/> Own its premises <input type="checkbox"/> Rent monthly <input type="checkbox"/> Lease
	<p>For each site and program that is leasing space:</p> <ul style="list-style-type: none"> • What is the term (number of years) of your lease? • What year will your lease/rental agreement expire? • What are the terms of the renegotiation of your lease/rental agreement? (Open ended)
3.8	<p>Have you always been at your current location?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No
	<p>If no:</p> <ul style="list-style-type: none"> • How many times have you relocated/over how many years? • Where were your previous locations?
3.9	<p>Are the Richmond premises the agency's: (Check one)</p> <input type="checkbox"/> Sole location <input type="checkbox"/> Head office <input type="checkbox"/> Branch/satellite office
	<p>If branch/satellite office, how many branch/satellite offices are there?</p>
3.10	<p>What is the total area (i.e., square foot floor space) of your premises?</p>
<p>Section 4: Finances</p>	
4.1	<p>What were your operating expenses in 2016?</p>
4.2	<p>Please break down your operating expenses:</p> <p>___ % Mortgage ___ % Lease ___ % Rent ___ % Maintenance ___ % Renovations</p>
4.3	<p>What percentage of your annual operating costs are met through:</p> <p>___ % Federal government ___ % Provincial government ___ % Non-profit funders (e.g., United Way) ___ % Programs/services revenue ___ % Individual donors/fundraising</p>
<p>Section 5: Future Space Needs</p>	
5.1a	<p>Interior space needs will increase over next: (Check all that apply)</p> <input type="checkbox"/> 1 year <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years

	<input type="checkbox"/> 15 years
5.1b	Interior space needs will decrease over next: (Check all that apply) <input type="checkbox"/> 1 year <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years
5.1c	Interior space needs can be accommodated at current location: (Check all that apply) <input type="checkbox"/> Yes <input type="checkbox"/> No
5.2.a	Exterior space needs will increase over next: (Check all that apply) <input type="checkbox"/> 1 year <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years
5.2b	Exterior space needs will decrease over next: (Check all that apply) <input type="checkbox"/> 1 year <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years
5.2c	Exterior space needs can be accommodated at current location: (Check all that apply) <input type="checkbox"/> Yes <input type="checkbox"/> No
5.3	Agency will need to expand (increase space) within next: (Check all that apply) <input type="checkbox"/> 1 year <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years
5.4	Agency will need to relocate (it is not possible to expand at current site) within next: (Check all that apply) <input type="checkbox"/> 1 year <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years
5.5	Agency will need an additional location in Richmond within next: (Check all that apply) <input type="checkbox"/> 1 year <input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years
5.6	Agency will need additional storage within next: (Check all that apply) <input type="checkbox"/> 1 year

	<input type="checkbox"/> 5 years <input type="checkbox"/> 10 years <input type="checkbox"/> 15 years
5.7	<p>Please rank the most important factors your agency considers when choosing a new location:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Location (e.g., within City Centre area) <input type="checkbox"/> Available for purchase <input type="checkbox"/> Available for long-term lease <input type="checkbox"/> Proximity to clients <input type="checkbox"/> Proximity to workforce/volunteers <input type="checkbox"/> Proximity to related agencies <input type="checkbox"/> Ability to share premises with other agencies <input type="checkbox"/> Exclusive use of premises <input type="checkbox"/> Proximity to transit <input type="checkbox"/> Availability of parking/vehicles for transport of clientele/carshare? (get to the essence of this) <input type="checkbox"/> Sufficient/adequate exterior space (for programs etc.) <input type="checkbox"/> Sufficient/adequate waiting area space <input type="checkbox"/> Sufficient/adequate child-friendly space <input type="checkbox"/> 24/7 access to premises
Section 6: New Premises	
6.1	<p>If relocating is necessary, where would your agency want to be? (Choose one) (Provide map and add more specific location options?)</p> <ul style="list-style-type: none"> <input type="checkbox"/> City Centre <input type="checkbox"/> Steveston area <input type="checkbox"/> Ironwood area <input type="checkbox"/> Hamilton area
6.2	<p>If opening another office (e.g., satellite premises) where would your agency want to be? (Choose one) (Provide map and add more specific location options?)</p> <ul style="list-style-type: none"> <input type="checkbox"/> City Centre <input type="checkbox"/> Steveston area <input type="checkbox"/> Ironwood area <input type="checkbox"/> Hamilton area
6.3	<p>Will the new location provide: (Check one)</p> <ul style="list-style-type: none"> <input type="checkbox"/> More services (in addition to what is currently provided) <input type="checkbox"/> Same services <input type="checkbox"/> Less services
6.4	<p>Does your agency currently need more interior space?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yes <input type="checkbox"/> No <p>If yes, how much additional interior space does your agency need?</p>
6.5	<p>Does your agency currently need more exterior space?</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yes

	<input type="checkbox"/> No If yes, how much additional exterior space does your agency need?
--	--

References

Interview Subjects

Janice Barr, Executive Director, *Richmond Society for Community Living*

Nicola Byres, Executive Director, *Society of Richmond Children's Centres*

Janice Lambert, Executive Director, *Richmond Family Place*

Sandy McIntosh, Manager, *Richmond Caring Place*

Alex Nixon, Community Liaison, *Richmond Food Bank*

Lesley Sherlock, Social Planner, Community Social Services, *City of Richmond*

Kim Sommerville, Manager, Community Social Development, *City of Richmond*

Josh Taylor, Project Manager, *Catalyst Community Development Society*

Judy Valsonis, Executive Director, *Touchstone Family Association*

Works Cited

City of Richmond, *City Centre Area Plan*, 2009

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City of Richmond, *Building Our Social Future*, 2013

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RCSAC, *Social Services in Richmond*, 2003

RCSAC, *Community Services Space Needs Survey – Final Report*, 2008

RCSAC, *RCSAC Space Needs Survey – Summary and Follow-up Actions*, 2008

RCSAC, *Operating Policies and Procedures*, 2011

RCSAC, *Summary Report of Richmond Community Services Advisory Committee 2013/2014 Survey and Space Needs Assessment*, 2015

RCSAC, *Social Services and Space Needs Survey – 2014/2015 (Gains and Losses Survey)*, 2016

Council Community Initiatives Account
TERMS OF REFERENCE

Purpose: *The purpose of the Council Community Initiatives Account (CCIA) is to support initiatives geared to enhancing overall quality of life in Richmond. The account has been established to enable Council to utilize gaming revenues towards one-time initiatives that address social, environmental, recreation and sports, heritage, arts and culture, safety and security, or infrastructure needs.*

Funding Source: *The CCIA has been established with an initial transfer of \$3.0M from the City's Gaming Provision. The account will be augmented by an annual allocation of 2% of City gaming revenues, with any unspent amounts being placed in the CCIA for future distribution.*

Annual distribution: *The maximum annual distribution will not exceed 50% of the prior year's ending account balance; however Council has the discretion to waive this limitation.*

Eligibility Criteria: *CCIA expenditures may be directed to City or community-initiated projects. To be eligible, the projects must be:*

- *One time (as opposed to those requiring ongoing funding)*
- *Focused on social, environmental, recreation and sports, heritage, arts and culture, safety and security, or infrastructure needs.*

Priority will be given to projects that meet Council's Term Goals and the majority of the following objectives:

- *Inclusive – reaching out to, involving, and positively affecting a diversity of residents*
- *Collaborative – relying on partnerships in planning and implementation*
- *Leveraged – capitalize on projects that already have substantial funding from other sources*
- *Impactful – will benefit the broader Richmond community rather than specific interests*
- *Effective – community benefit will be demonstrable*
- *Responsive – based on demonstrated community need*
- *Capacity-building – will build community capacity to enhance residents' quality of life*
- *Innovative – demonstrate new ways of benefitting the community*
- *Sustainable – financially sustainable, not reliant on further City funding to be viable*
- *Credible – realistic proposals based on sound business plans*

Process: *All decisions regarding allocation of the CCIA rest with Council. Similar to the process for Council Contingency and Council Provision Accounts, expenditures from the CCIA may be proposed to Council by individual Council members, or through deliberations of Council at large. Proposals may also be received from senior staff or through staff reports, primarily in response to Council referrals and in cases in which alternate funding sources are unavailable. Funding requests and decisions should occur concurrently with the City's budget process in order to ensure information is captured in the City's five year financial plan bylaw.*



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: September 5, 2017
File: RZ 17-775844

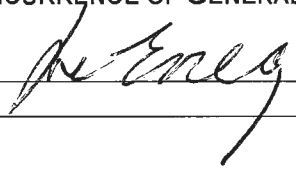
Re: Application by Satnam Shergill and Gurjit Pooni for Rezoning at 9371 Dayton Avenue from "Single Detached (RS1/B)" to "Single Detached (RS2/A)"

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9752, for the rezoning of 9371 Dayton Avenue from "Single Detached (RS1/B)" to "Single Detached (RS2/A)", be introduced and given first reading.


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

JR:blg
Att. 7

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	

Staff Report

Origin

Satnam Shergill and Gurjit Pooni have applied to the City of Richmond for permission to rezone 9371 Dayton Avenue from the “Single Detached (RS1/B)” zone to the “Single Detached (RS2/A)” zone, to permit the property to be subdivided to create three single-family lots with vehicle access from Dayton Avenue (Attachment 1). The proposed subdivision plan is shown in Attachment 2. There is an existing single-family dwelling on the property, which would be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

Surrounding Development

Development immediately surrounding the subject site is as follows:

- To the North: A townhouse development on a lot zoned “Low Density Townhouses (RTL1),” with vehicle access from Dayton Avenue.
- To the South, East, and West: Single-family dwellings on lots zoned “Single Detached (RS1/B),” with vehicle access from Dayton Avenue.

Related Policies & Studies

Official Community Plan/Broadmoor Area Plan

The subject property is located in the Broadmoor planning area. The Official Community Plan (OCP) designation for the subject property is “Neighbourhood Residential” (Attachment 4). The proposed rezoning is consistent with this designation.

The subject property is located within the area governed by the Ash Street Sub-Area Plan contained in the OCP. The land use designation for the subject property is “Low Density Residential” (Attachment 5). The Ash Street Sub-Area Plan permits the development of lands outside of designated infill sites shown on the Land Use Map to be governed by the City’s normal development application process. The City has considered numerous applications in the area, which have resulted in a number of recently created single-family lots between 9 m and 10 m wide. The proposed rezoning would permit a subdivision to create three 9.1 m wide lots. The proposed rezoning and subdivision are consistent with the Land Use Designation and policies contained in the Ash Street Sub-Area Plan.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Existing Legal Encumbrances

There is an existing 3.0 m wide Statutory Right-of-Way (SRW) for municipal utilities across a portion of the rear yard of the subject property, which will not be impacted by the proposed rezoning or subdivision. The applicant is aware that encroachment into the SRW is not permitted.

Transportation and Site Access

Vehicle access is proposed via separate driveways to each new lot from Dayton Avenue.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses two bylaw-sized trees and a hedge on the subject property, and two trees on a neighbouring property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- One Cherry tree (Tree # 3) and one Cedar tree (Tree # 4) on the subject property are in poor condition and should be removed and replaced.
- One Cedar tree (Tree # 1) and one Japanese Maple tree (Tree # 2) located on a neighbouring property are to be retained and protected as per Arborist's Report specifications.
- One Cedar hedge row (Trees # 5-15) has been topped and is presently overgrown, and should be removed. Replacement with four suitable trees is suggested.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove two on-site trees (Trees # 3 and 4) and one hedge (Trees # 5-15). Four replacement trees are required, and the applicant has agreed to plant four additional new trees to replace the hedge. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
2	9 cm	5 m
2	6 cm	3.5 m

The four additional trees that the applicant has agreed to provide must meet the minimum standard for replacement trees as per Tree Protection Bylaw No. 8057 (ie. minimum 6 cm deciduous caliper or 3.5 m high conifers).

To ensure that the eight agreed upon trees are planted, the City will collect a \$4,000 Landscape Security prior to final adoption of the rezoning bylaw.

Tree Protection

Two trees (Trees # 1 and 2) on a neighbouring property are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 6). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Affordable Housing Strategy

The Affordable Housing Strategy for single-family rezoning applications received prior to July 25, 2017 requires a secondary suite or coach house on 100% of new lots created; a suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the remaining lots; or, where secondary suites cannot be accommodated in the development, a cash-in-lieu

contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the development.

The applicant proposes to contribute \$13,284.81 to the City's Affordable Housing Reserve Fund; which is consistent with the 100% cash-in-lieu option. The applicant has indicated that the geometry of the proposed lots – 9.1 m wide by 41.2 m deep – is not conducive to a functional floor plan that includes a secondary suite.

Site Servicing and Frontage Improvements

At Subdivision stage, the applicant is required to pay the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the servicing works as described in Attachment 7.

Financial Impact

This rezoning application results in an insignificant Operations Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees, and traffic signals).

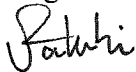
Conclusion

The purpose of this application is to rezone 9731 Dayton Avenue from the "Single Detached (RS1/B)" zone to the "Single Detached (RS2/A)" zone, to permit the property to be subdivided to create three single-family lots with vehicle access from Dayton Avenue.

This rezoning application complies with the land use designations and applicable policies for the subject property contained in the OCP and Richmond Zoning Bylaw 8500.

The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9752 be introduced and given first reading.

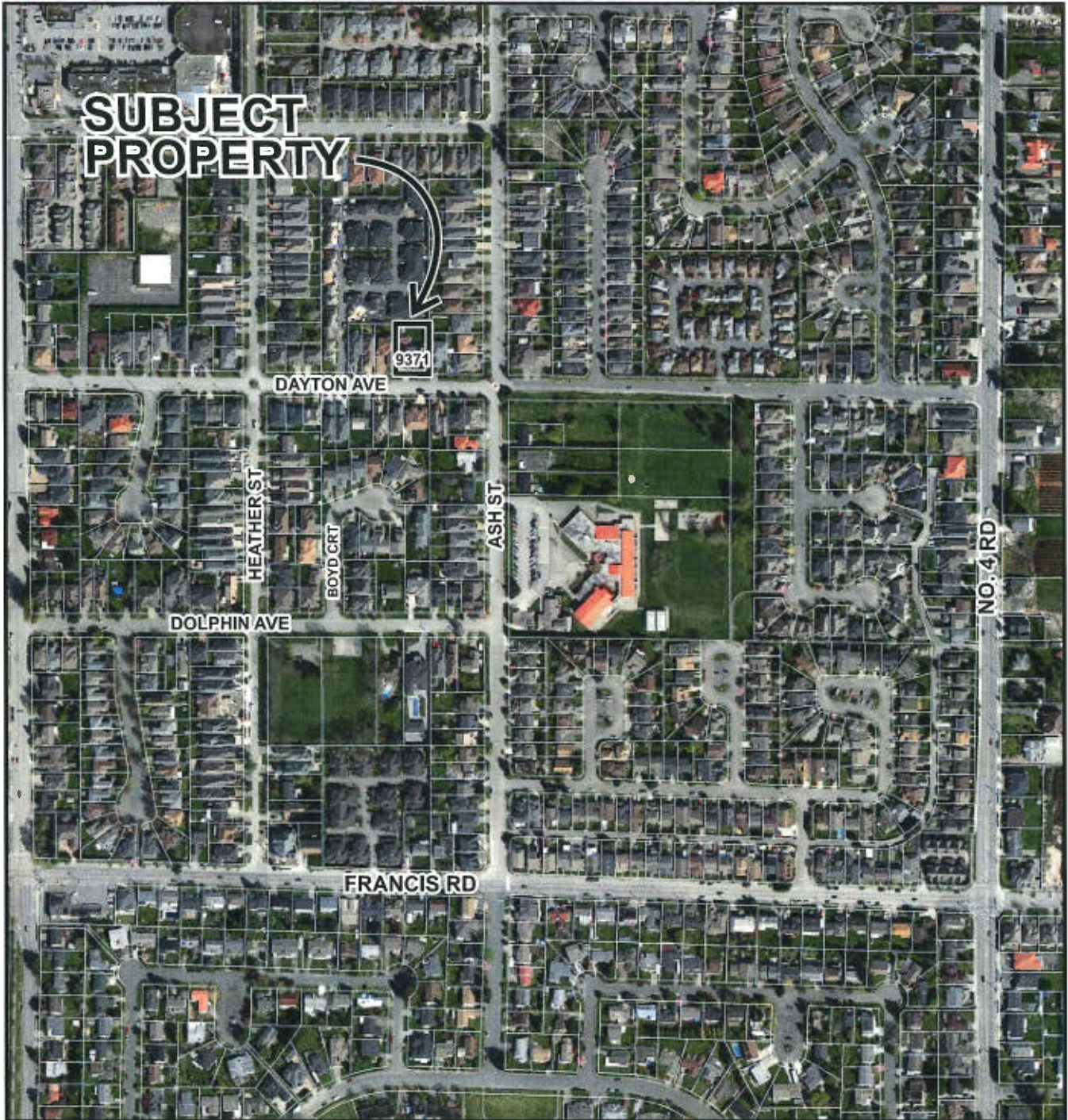


Jordan Rockerbie
Planning Technician
(604-276-4092)
JR:blg

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Proposed Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Broadmoor Area OCP Land Use Map
- Attachment 5: Ash Street Sub-Area Plan Land Use Map
- Attachment 6: Tree Retention Plan
- Attachment 7: Rezoning Considerations



City of Richmond



RZ 17-775844

Original Date: 07/11/17

Revision Date:

Note: Dimensions are in METRES

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF
LOT 560 EXCEPT: PART SUBDIVIDED BY PLAN 77669.
SECTION 22 BLOCK 4 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT PLAN 61147**

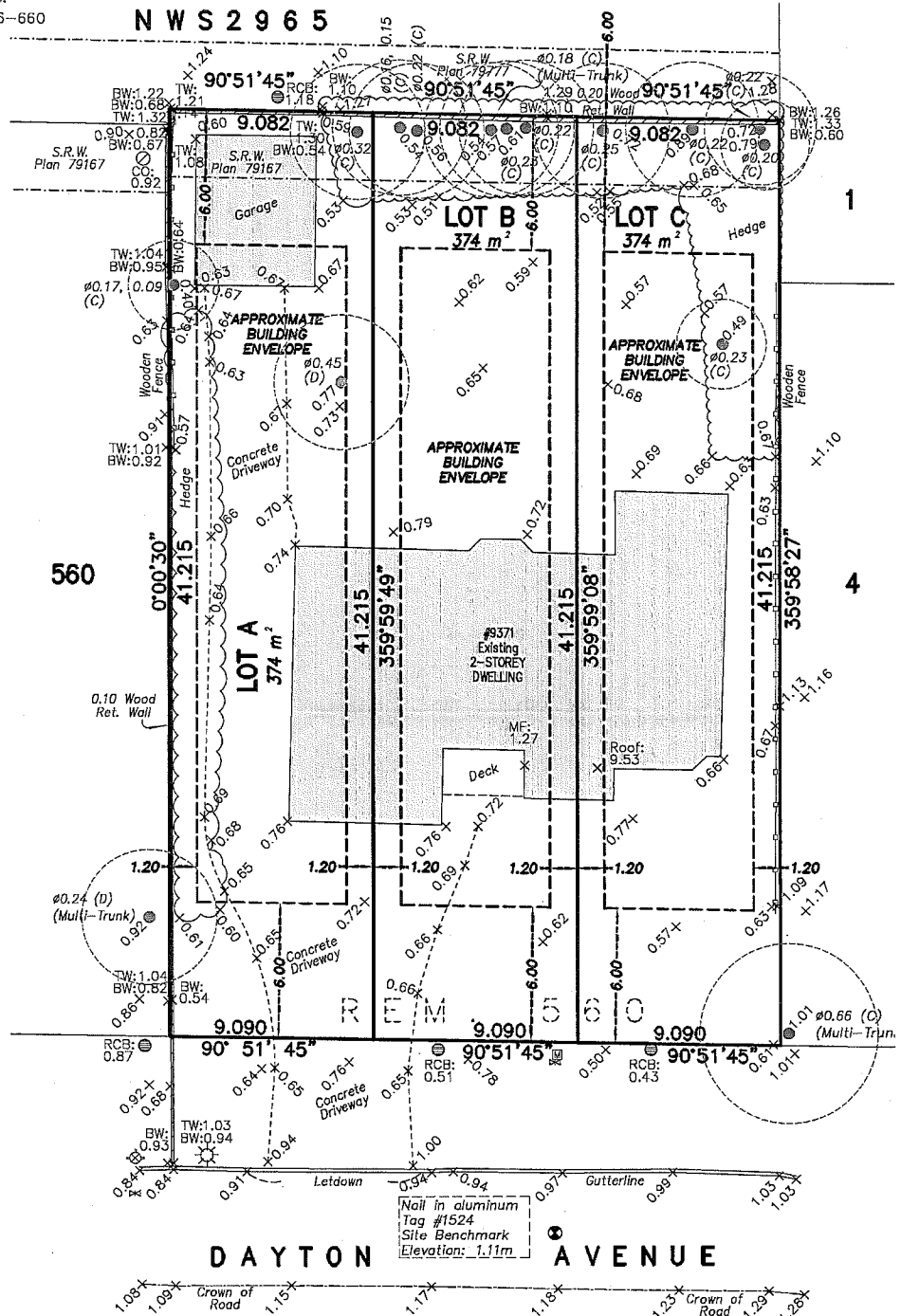
ATTACHMENT 2

#9371 DAYTON AVENUE,
RICHMOND, B.C.
P.I.D. 002-686-660

SCALE: 1:200



ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED



© copyright
J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 6756
FB-317 P86-89
Drawn By: IO

NOTE:
Elevations shown are based on
City of Richmond HPN
Benchmark network.
Benchmark: HPN #204
Control Monument 02H2452
Elevation: 1.559m
Benchmark: HPN #234
Control Monument 77H4891
Elevation: 1.125m

NOTE:
Use site Benchmark Tag #1524 for
construction elevation only

LEGEND:

- (C) denotes conifer
- (D) denotes deciduous
- ⊙ denotes round catch basin
- ⊗ denotes water valve
- ⊕ denotes water meter
- denotes cleanout
- ⊛ denotes lamp standard
- ⊙ denotes fire hydrant
- MF denotes main floor
- BW denotes bottom of retaining wall
- TW denotes top of retaining wall

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY.

Johnson C. Tam
JOHNSON C. TAM, B.C.L.S., C.L.S.

APRIL 27th, 2017.

DWG No. 6756-Topo

ENCLOSURE 208



RZ 17-775844

Attachment 3

Address: 9371 Dayton Avenue

Applicant: Satnam Shergill and Gurjit Pooni

Planning Area(s): Broadmoor – Ash Street Sub-Area Plan

	Existing	Proposed
Owner:	Kulwinder Kaur Pooni	To be determined
Site Size (m²):	1,122 m ²	Three 374 m ² lots
Land Uses:	One single-family dwelling	Three single-family dwellings
OCP Designation:	Neighbourhood Residential	No Change
Area Plan Designation:	Low Density Residential	No Change
Zoning:	Single Detached (RS1/B)	Single Detached (RS2/A)

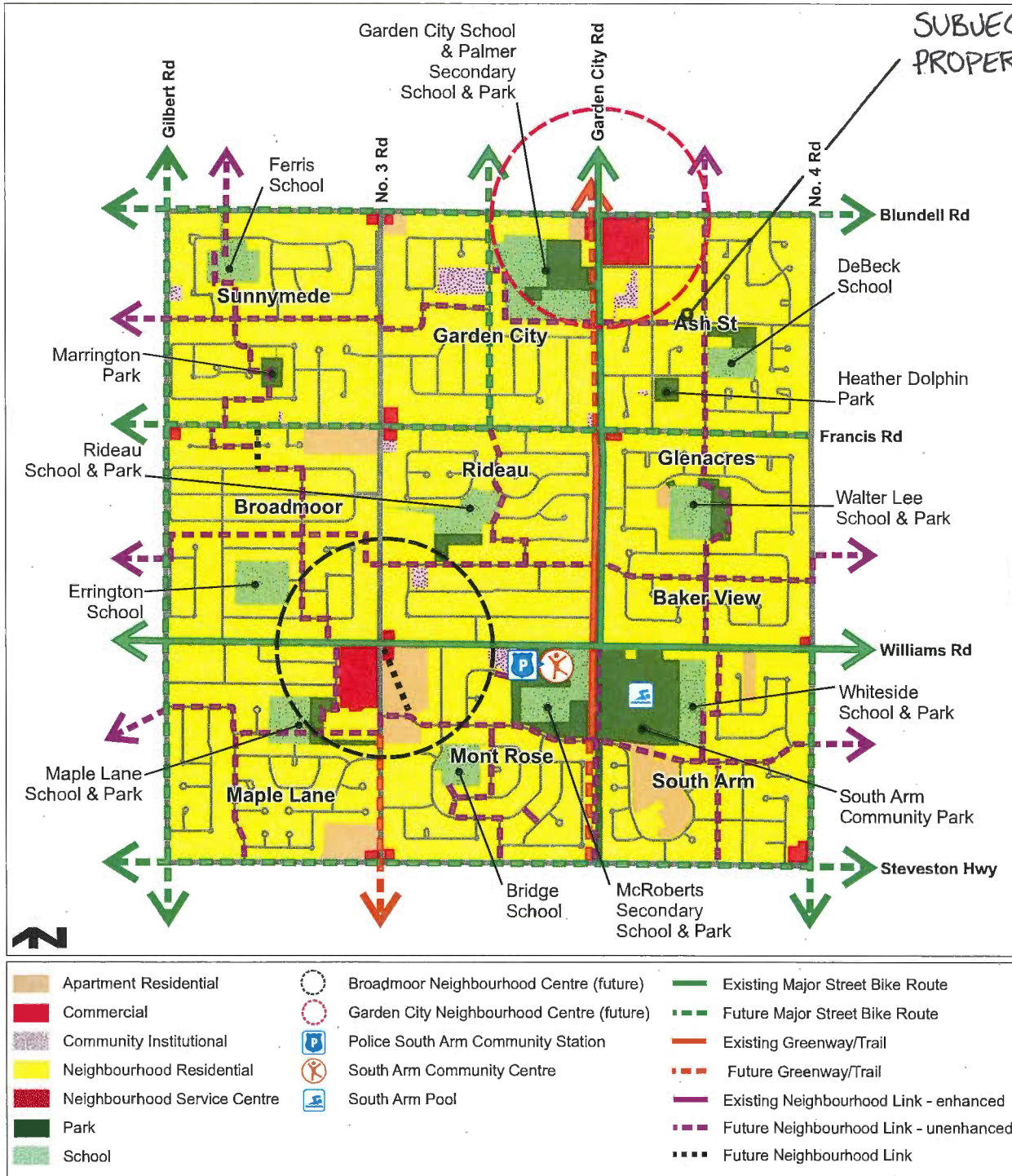
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	none permitted
Buildable Floor Area (m ²):*	Max. 205.4 m ² (2,214 ft ²)	Max. 205.4 m ² (2,214 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: Max. 45% Non-porous Surfaces: Max. 70%	none
Lot Size:	Min. 270 m ²	374 m ²	none
Lot Dimensions (m):	Width: Min. 9.0 m Depth: Min. 24.0 m	Width: 9.09 m Depth: 41.22 m	none
Setbacks (m):	Front: Min. 6.0 m Side: Min. 1.2 m Rear: Min. 20% of lot depth for up to 60% of principal dwelling, 25% of lot depth for remainder, up to 10.7 m	Front: Min. 6.0 m Side: Min. 1.2 m Rear: Min. 8.2 m for up to 60% of principal dwelling, 10.3 m for remainder	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



6. Broadmoor



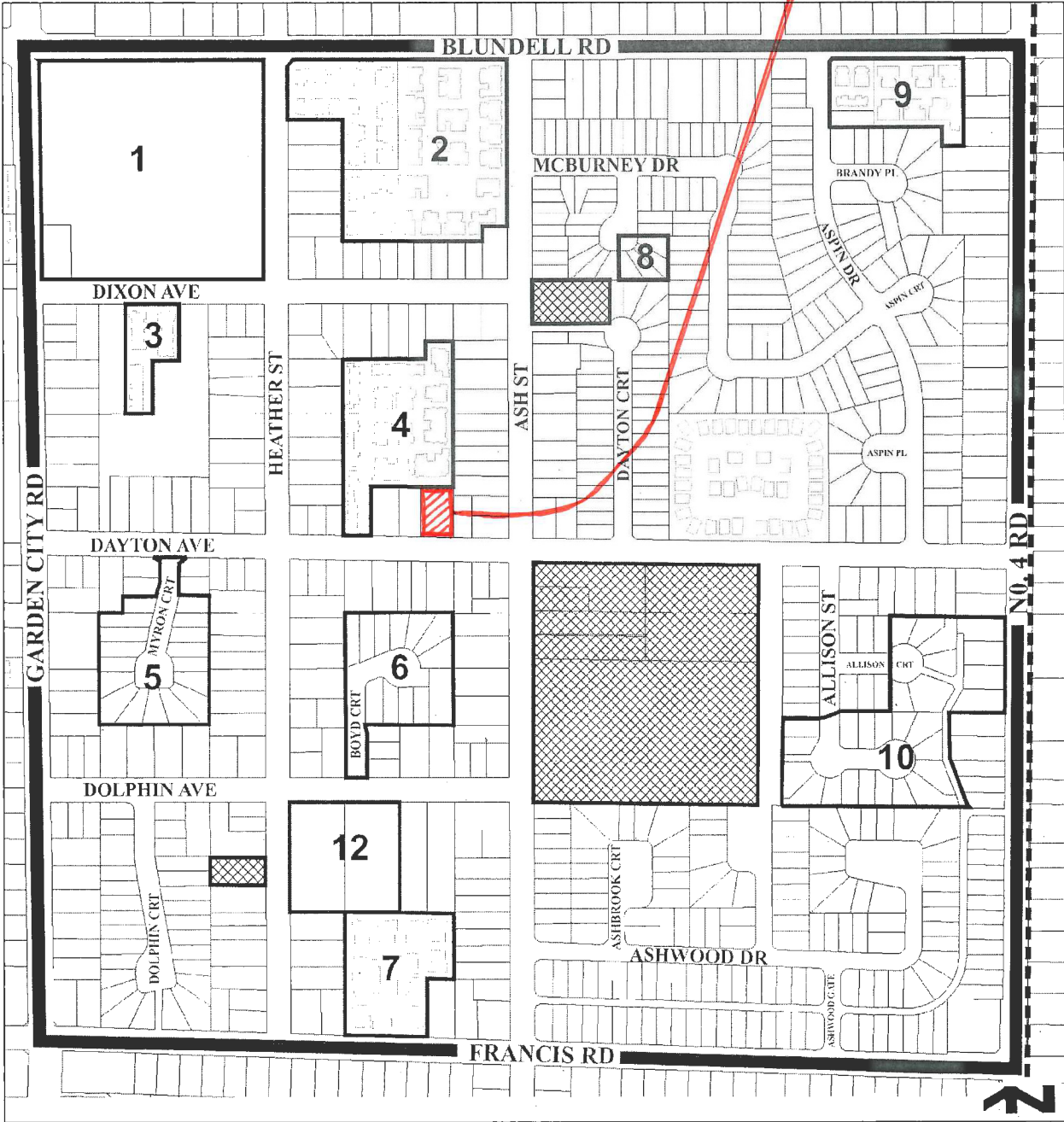
CNCL - 210

City of Richmond

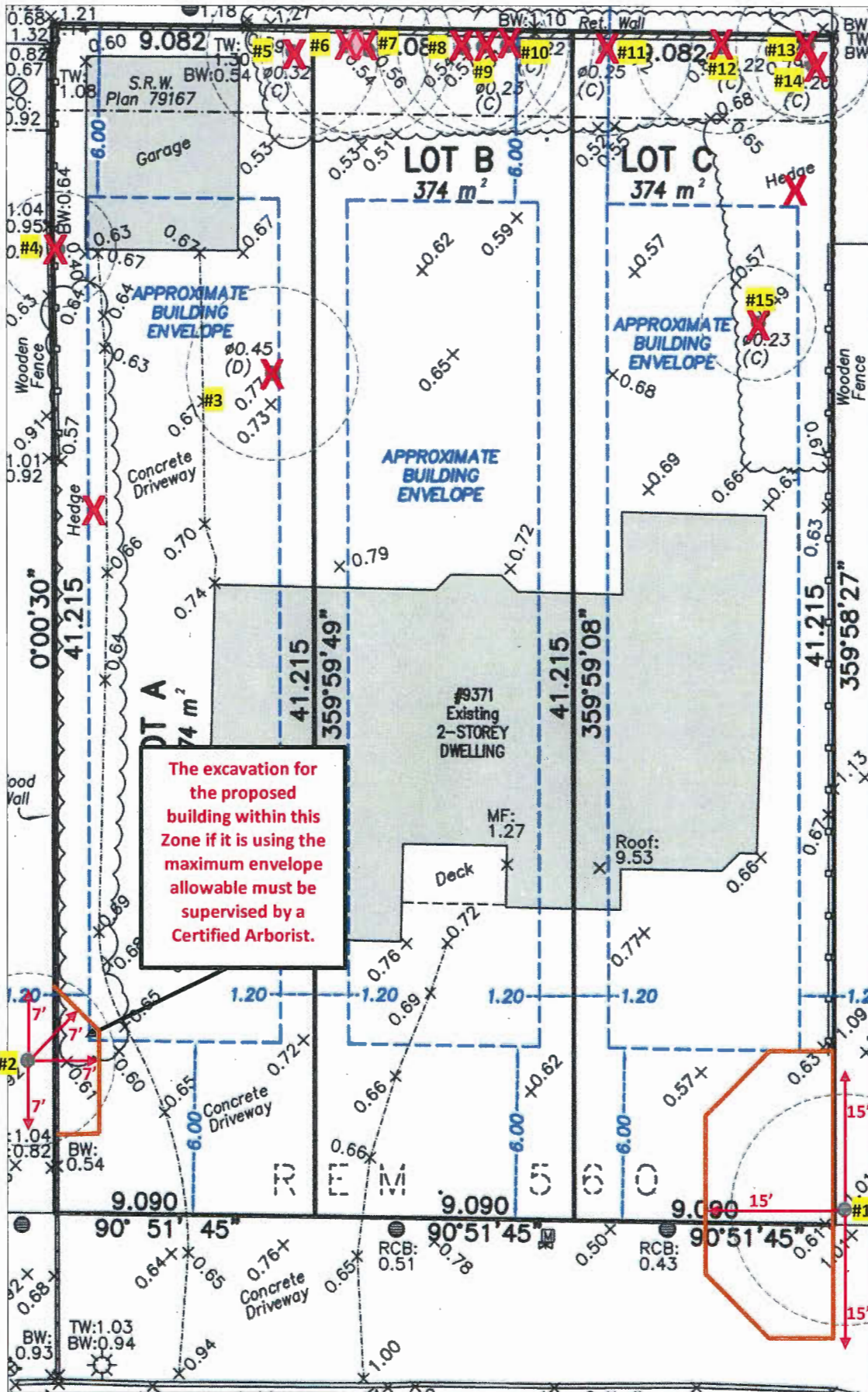
Land Use Map

Bylaw 9489
2016/07/18

SUBJECT PROPERTY



-----	ALR Boundary	————	Area Boundary		
	Public, Institutional & Open Space		Low Density Residential		Designated Infill Areas – Refer to Table: 1



The excavation for the proposed building within this Zone if it is using the maximum envelope allowable must be supervised by a Certified Arborist.



Address: 9371 Dayton Avenue

File No.: RZ 17-775844

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9752, the developer is required to complete the following:

1. Submission of a Landscape Security in the amount of \$4,000 (\$500/tree) to ensure that four replacement trees and four new trees (a total of eight trees) are planted in the development (minimum 6 cm deciduous caliper or 3.5 m high conifers). The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Required Trees	Minimum Caliper of Deciduous Tree	Minimum Height of Coniferous Tree
2	9 cm	5 m
2	6 cm	3.5 m

2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. Registration of a flood indemnity covenant on Title.
4. The City's acceptance of the applicant's voluntary contribution of \$2.00 per buildable square foot of the single-family developments (i.e. \$13,284.81) to the City's Affordable Housing Reserve Fund.

Prior to Demolition Permit* Issuance, the developer must complete the following requirements:

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

Prior to Building Permit* Issuance, the developer must complete the following requirements:

1. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

At Subdivision* stage, the developer must complete the following requirements:

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
2. Complete the following servicing works and off-site improvements. These may be completed through a Servicing Agreement* or a City work order:

Water Works:

- Using the OCP Model, there is 151.0 L/s of water available at a 20 psi residual at the Dayton Ave frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit designs at Building Permit stage.

- At Developer's cost, the City is to:
 - Cut and cap the existing water service connection serving the development site, and remove water meter.
 - Install three new water service connections, complete with meters and meter boxes, one for each new lot.

Storm Sewer Works:

- At Developer's cost:
 - Check the existing storm service connections to the property. The video inspection report, complete with Engineer's signed and sealed letter confirming the condition, capacity, and material of the existing inspection chambers and connections, is to be submitted to the City for review and approval.
 - If deemed acceptable by the City, the existing service connections may be retained. In the case that a service connection is not in a condition to be re-used, the service connection shall be replaced by the City, at the Developer's cost, as described below.
- At Developer's cost, the City is to:
 - If the existing connection is not acceptable to the City, cut and cap at inspection chamber of the existing storm lead serving the development site and replace the connection.
 - Install a new storm service connection at the adjoining property line of the newly subdivided lots, complete with inspection chamber and a single or dual service leads where applicable.

Sanitary Sewer Works:

- The Developer is required to:
 - Not start onsite excavation or foundation construction prior to completion of rear yard sanitary works by City crews.
 - Check the existing sanitary service connection to the north of the property. The video inspection report, complete with Engineer's signed and sealed letter confirming the condition, capacity, and material of the existing inspection chambers and connections, is to be submitted to the City review and approval.
 - If deemed acceptable by the City, the existing service connections may be retained. In the case that a service connection is not in a condition to be re-used, the service connection shall be replaced by the City, at the Developer's cost, as described below.
- At Developer's cost, the City is to:
 - If the existing connection is not acceptable to the City, cut and cap at inspection chamber of the existing sanitary lead serving the development site and replace the connection.
 - Install a new dual service sanitary connection complete with inspection chamber for the westernmost properties.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers to locate all above ground utility cabinets and kiosks required to service the proposed development within the development site.
 - Coordinate with BC Hydro to underground the overhead service lines to each of the proposed developments.
 - Coordinate with BC Hydro prior to modifying or relocating any overhead lines, poles, or guywires along their frontage, if applicable.
 - Pay, in keeping with the Subdivision and Development Bylaw No. 8751, a \$16,634.70 cash-in-lieu contribution for the design and construction of frontage upgrades as set out below:
 - Concrete Curb and Gutter (EP.0641) \$5,454.00
 - Concrete Sidewalk (EP.0642) \$5,454.10
 - Roadway Lighting (EP.0644) \$3,408.75
 - Boulevard Landscape/Trees (EP.0647) \$2,317.95
 - Relocate lamp standard if in conflict with proposed driveway location.

General Items:

- The Developer is required to:
 - Not encroach in to the existing right of ways with proposed trees, non-removable fences, or other non-removable structures.
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 9752 (RZ 17-775844)
9371 Dayton Avenue

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "SINGLE DETACHED (RS2/A)".

P.I.D. 002-686-660

Lot 560 Except: Part Subdivided By Plan 77669, Section 22 Block 4 North Range 6 West New Westminster District Plan 61147

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9752".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

Horizontal lines for signature and date entry.

CITY OF RICHMOND APPROVED BY [Signature] APPROVED by Director or Solicitor BK

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee

Date: September 5, 2017

From: Wayne Craig
Director, Development

File: RZ 16-745791

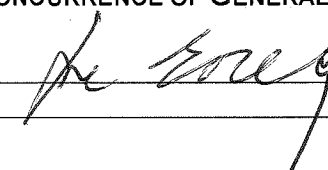
Re: Application by Timothy Tse for Rezoning at 9200/9220 Glenallan Drive from Two-Unit Dwellings (RD1) to Single Detached (RS2/C)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9758, for the rezoning of 9200/9220 Glenallan Drive from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/C)", be introduced and given first reading.


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

WC:jr
Att. 7

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	

Staff Report

Origin

Timothy Tse has applied to the City of Richmond for permission to rezone 9200/9220 Glenallan Drive from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/C)” zone, to permit the property to be subdivided to create two single family lots with vehicle access from Glenacres Drive (Attachment 1). The proposed subdivision plan is provided in Attachment 2. There is an existing duplex on the property, which would be demolished.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

Surrounding Development

Development immediately surrounding the subject property is as follows:

- To the North: single family dwellings on lots zoned “Single Detached (RS1/E),” fronting Glenallan Drive.
- To the South: a multi-family complex on a lot split-zoned “Low Density Townhouses (RTL1)” and “Low Density Low Rise Apartments (RAL1),” with vehicle access from Glenallan Drive and Glenacres Drive.
- To the East: single family dwellings on lots zoned “Single Detached (RS1/E),” fronting Glenacres Drive.
- To the West: single family dwellings on lots zoned “Single Detached (RS1/E),” fronting Glenallan Drive.

Related Policies & Studies

Official Community Plan/Broadmoor Area Plan

The subject property is located in the Broadmoor planning area, and is designated in the Official Community Plan (OCP) as Neighbourhood Residential (Attachment 4). The proposed rezoning and subdivision is consistent with this designation.

Single-Family Lot Size Policy

The subject property is not located in an area governed by a Single-Family Lot Size Policy. Amendment procedures in Section 2.3 of Richmond Zoning Bylaw 8500 allow staff to consider a rezoning application to allow a property containing an existing duplex to subdivide into no more than two lots. The proposed rezoning and subdivision are consistent with this policy.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant 1st reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Built Form and Architectural Character

The proposed rezoning and subdivision will result in a new corner lot. The applicant has submitted conceptual development plans showing the proposed architectural elevations for the dwelling on Proposed Lot A (Attachment 5).

Both proposed single family dwellings will be accessed from Glenacres Drive. The building on the proposed corner lot (Lot A) has a modern design, with large south and west facing windows, strong horizontal lines, and stone cladding on the ground floor.

Prior to final adoption of the rezoning bylaw, the applicant must:

- Submit a Landscape Plan for Proposed Lot A, prepared by a Registered Landscape Architect, that is consistent with the landscaping requirements contained in Richmond Zoning Bylaw 8500. The Landscape Plan must include a cost estimate prepared by the Landscape Architect for the works (including all trees, soft and hard landscaping materials, fencing, installation costs, and a 10% contingency).
- Submit a Landscape Security based on the cost estimate provided, above.
- Register a legal agreement on Title to ensure that the Building Permit application and ensuing development at the site is generally consistent with the proposed conceptual plans included in Attachment 5.

The Building Permit application process includes coordination between Building Approvals and Planning Department staff to ensure that the covenant is adhered to. The final plans submitted at Building Permit stage must comply with all City regulations, including zoning, at the time of application.

Existing Legal Encumbrances

There is an existing 3.0 m wide Statutory Right-of-Way (SRW) across the north portion of the property for municipal services (Charge E26159). This SRW will not be impacted by the proposed development. The applicant is aware that encroachment into the SRW is not permitted.

There is an existing SRW agreement registered on Title that was registered for a previous subdivision, and no longer applies to the subject property (Charge D65286). Discharge of this SRW is required prior to final adoption of the rezoning bylaw.

There is an existing covenant on Title that restricts the property to a duplex only. Discharge of this covenant is required prior to final adoption of the rezoning bylaw.

The property is occupied by a stratified duplex. Cancellation of the existing strata plan (NWS390) is required prior to subdivision approval. The two strata lots have one owner, who agrees to the proposal, including cancellation of the existing strata.

Transportation and Site Access

Vehicle access is proposed from separate driveways to each new lot from Glenacres Drive. The existing driveway crossings on Glenallan Drive will be removed.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses five bylaw-sized trees on the subject property, and one tree on City property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- Five trees (Tag # 2, 5, 6, 8, and 9) between 20 and 48 cm DBH located on the development site are either dead, dying, are infected with Fungal Blight, or exhibit structural defects such as cavities at the main branch union and co-dominant stems with inclusions. As a result, these trees are not good candidates for retention and should be replaced.
- One cedar hedge (Tag # 7) is in fair condition and proposed to be retained. Install tree protection fencing as per Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

The City's Parks Department has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- Two hedges (Tag # 3 and 4) in the City-owned boulevard can be removed. No replacement is required for hedge species.
- One tree (Tag # 1) in the City-owned boulevard is in poor condition, and should be removed. A \$1,300 contribution to the City's Tree Compensation Fund is required prior to final

adoption of the rezoning bylaw, for the replanting of two trees at or near the development site.

Tree Replacement

The applicant wishes to remove all five on-site trees (Tag # 2, 5, 6, 8, and 9). The 2:1 replacement ratio would require a total of ten replacement trees. The applicant has agreed to plant three trees on each lot proposed; for a total of six trees, as the lots are not sufficiently large to accommodate the required ten replacement trees. The replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
2	8 cm	4 m
4	9 cm	5 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$2,000 to the City’s Tree Compensation Fund in lieu of the remaining four trees that cannot be accommodated on the subject property after redevelopment.

Tree Protection

One hedge (Tag # 7) on the shared north property line is proposed to be retained. The applicant has submitted a tree protection plan showing the hedge to be retained and the measures taken to protect it during development stage (Attachment 6). To ensure that the hedge identified for retention is protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City’s Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Affordable Housing Strategy

The Affordable Housing Strategy for single family rezoning applications requires a secondary suite or coach house on 100% of new lots created; a suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City’s Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the remaining lots; or, where secondary suites cannot be

accommodated in the development, a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the development.

The applicant has proposed to provide a secondary suite on proposed Lot B, and a contribution of \$5,408.41 in lieu of a suite of proposed Lot A. This proposal satisfies the Affordable Housing Strategy requirement.

Site Servicing and Frontage Improvements

At Subdivision stage, the applicant is required to complete the following:

- Upgrades to both street frontages, including, but not limited to, removal and replacement of concrete sidewalk panels as necessary, removal of the two driveway crossings to Glenallan Drive, installation of two new driveway crossings to Glenacres Drive, and installation of a 1.5 m concrete sidewalk on the Glenallan Drive frontage.
- Payment of the current year's taxes, School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required servicing works as described in Attachment 7.

Financial Impact

This rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).


Conclusion

The purpose of this application is to rezone 9200/9220 Glenallan Drive from the "Two-Unit Dwellings (RD1)" zone to the "Single Detached (RS2/C)" zone, to permit the property to be subdivided to create two single family lots with vehicle access from Glenacres Drive.

This rezoning application complies with the land use designations and applicable policies for the subject property contained in the OCP and Richmond Zoning Bylaw 8500.

The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9758 be introduced and given first reading.



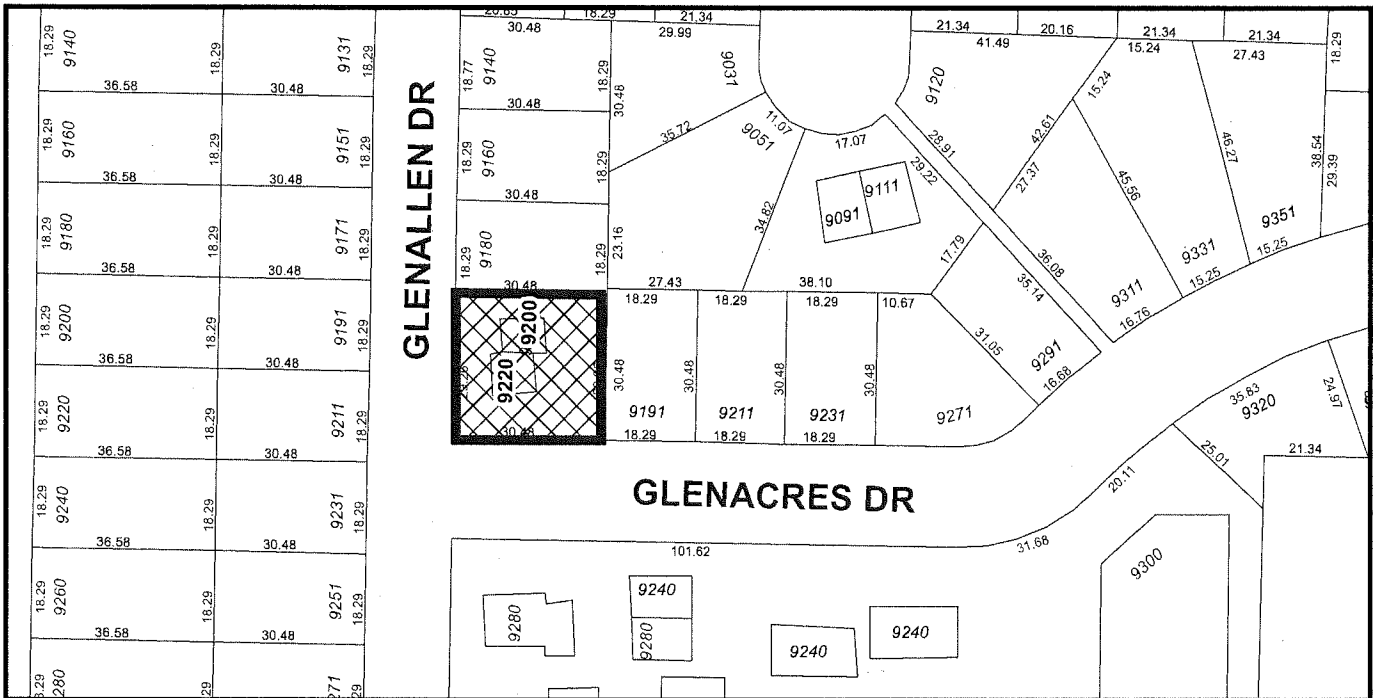
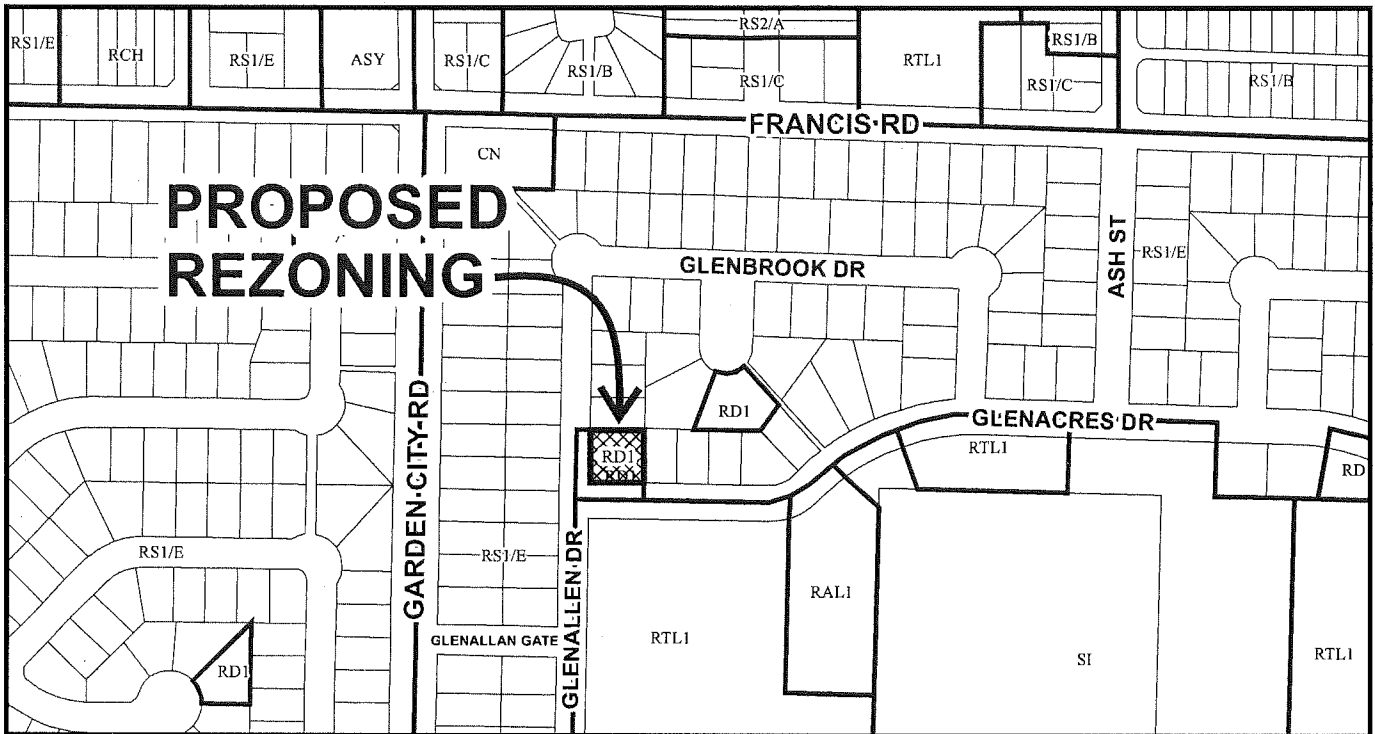
Jordan Rockerbie
Planning Technician
(604-276-4092)

JR:rg

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Proposed Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Broadmoor Land Use Map
- Attachment 5: Conceptual Development Plans
- Attachment 6: Tree Retention Plan
- Attachment 7: Rezoning Considerations



City of
Richmond

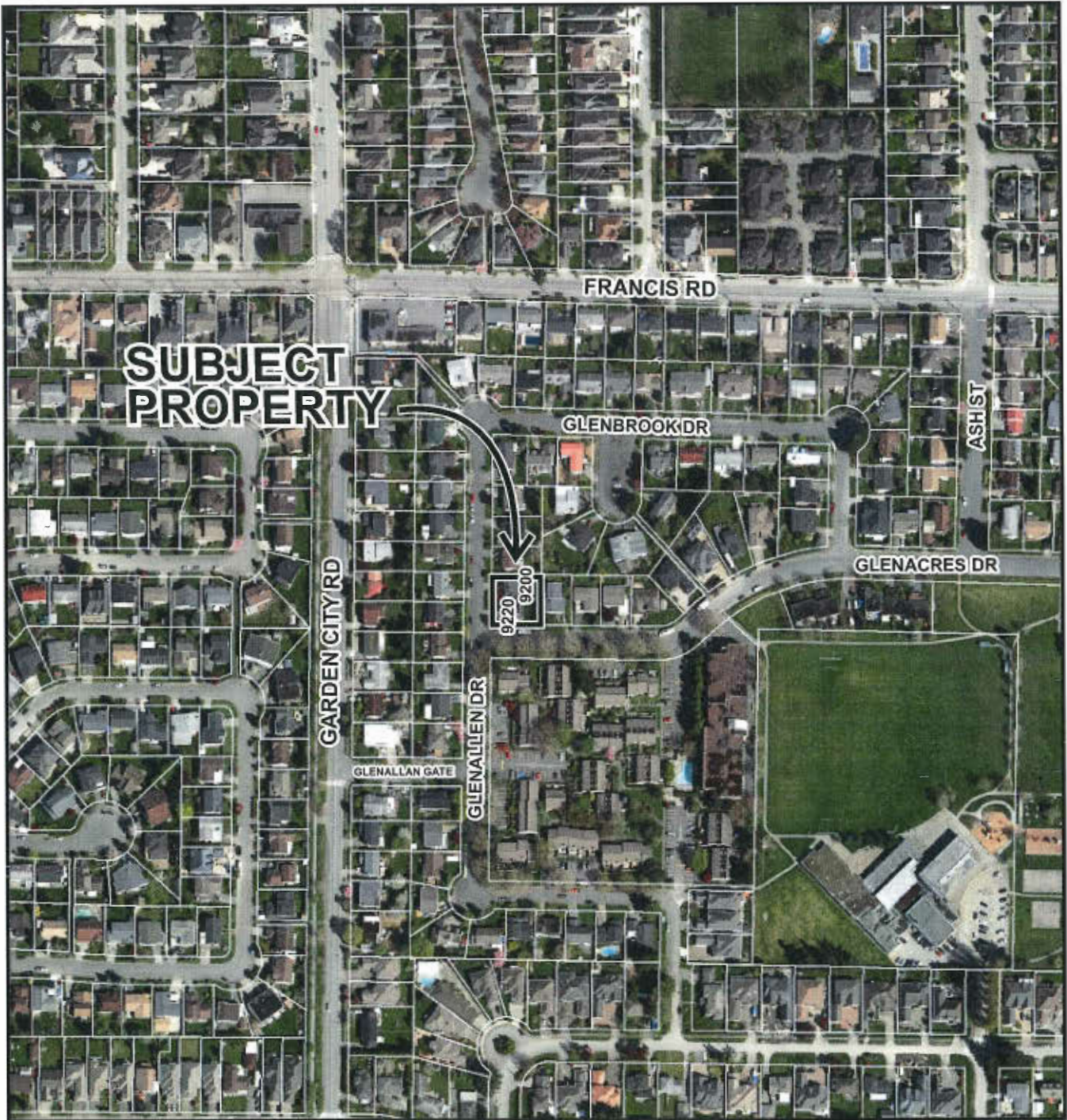


RZ 16-745791

Original Date: 09/30/16
 Revision Date:
 Note: Dimensions are in METRES



City of Richmond



RZ 16-745791

Original Date: 09/30/16

Revision Date:

Note: Dimensions are in METRES



PROPOSED REZONING and SUBDIVISION

PROJECT DATA
 CURRENT ADDRESS: 9200, 9220 GLENALLAN DRIVE
 RICHMOND, B.C.

LEGAL DESCRIPTION:
 STRATA LOT 1 & LOT 2
 SECTION 27 BLOCK 4 NORTH RANGE 6 WEST
 NEW WESTMINSTER DISTRICT STRATA PLAN NWS390

ZONING:
 EXISTING: R01
 PROPOSED: RS2/G

LOT BEFORE SUBDIVISION
 WIDTH (NORTH) 99.95 ft (30,466 m)
 WIDTH (SOUTH) 99.92 ft (30,455 m)
 DEPTH (WEST) 96.00 ft (29,260 m)
 DEPTH (EAST) 96.01 ft (29,264 m)
 LOT AREA 9590.64 sq ft (881 sq m)

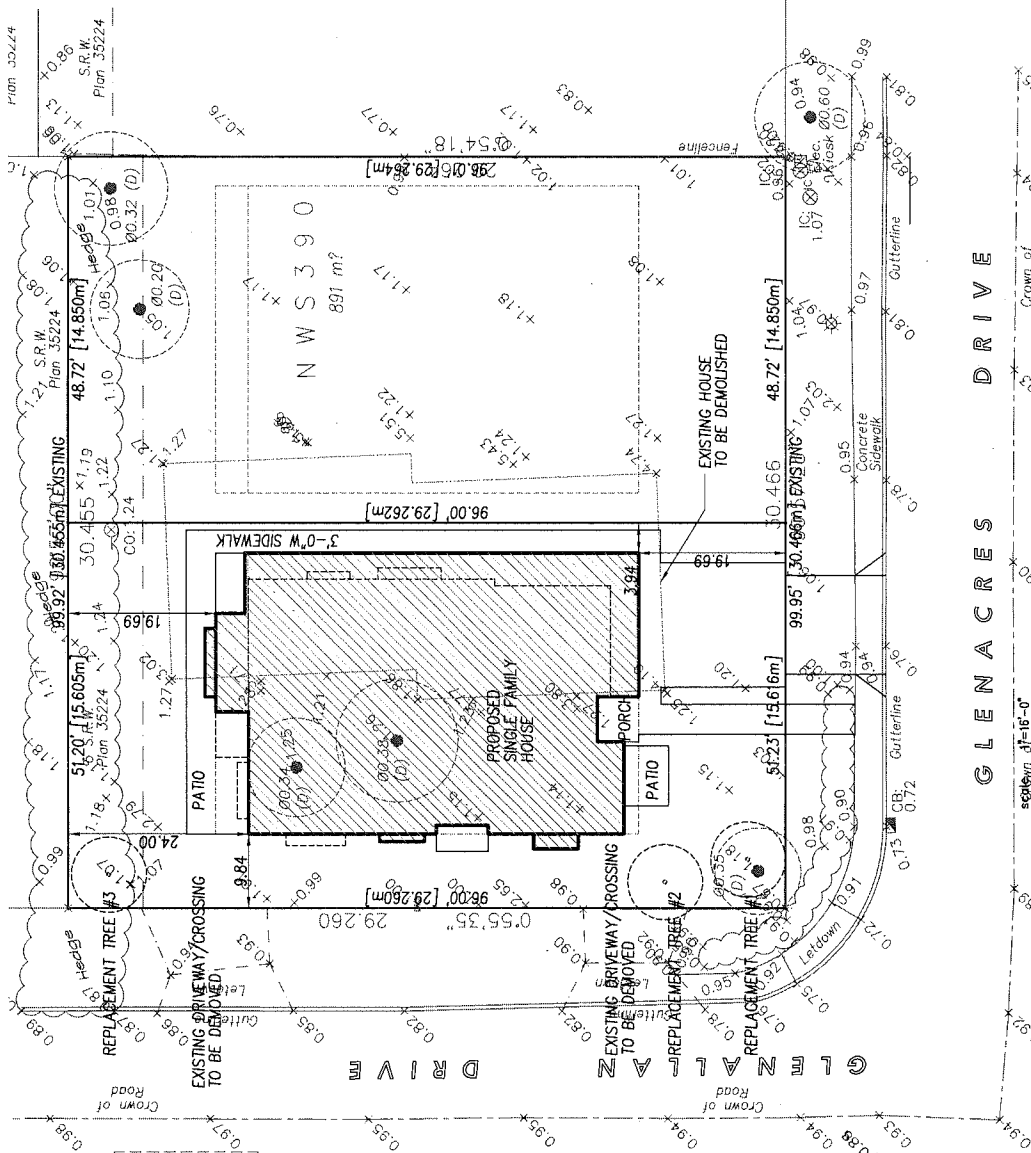
LOTS AFTER SUBDIVISION

WEST LOT
 WIDTH (NORTH) 51.20 ft (15,605 m)
 WIDTH (SOUTH) 51.23 ft (15,616 m)
 DEPTH (WEST) 96.00 ft (29,260 m)
 DEPTH (EAST) 96.00 ft (29,260 m)
 LOT AREA 4816.74 sq ft (446.78 sq m)

FLOOR SPACE RATIO
 MAX. ALLOWED: 2704.21 sq ft
 SITE COVERAGE: 2212.53 sq ft
 MAX. ALLOWED: COVERED PORCHES & DECKS
 MAX. ALLOWED: 270.42 sq ft
 LIVE PLANT AREA: 1229.18 sq ft
 MIN. REQUIRED:

EAST LOT
 WIDTH (NORTH) 48.72 ft (14,850 m)
 WIDTH (SOUTH) 48.72 ft (14,850 m)
 DEPTH (WEST) 96.00 ft (29,260 m)
 DEPTH (EAST) 96.01 ft (29,264 m)
 LOT AREA 4677.54 sq ft (434.56 sq m)

FLOOR SPACE RATIO
 MAX. ALLOWED: 2572.65 sq ft
 SITE COVERAGE: 2104.89 sq ft
 MAX. ALLOWED: COVERED PORCHES & DECKS
 MAX. ALLOWED: 257.26 sq ft
 LIVE PLANT AREA: 1169.38 sq ft
 MIN. REQUIRED:



SITE PLAN

9200 & 9220 GLENALLAN DRIVE, RICHMOND, B.C.
 PROPOSED REZONING AND SUBDIVISION

RZ1

Project no. H1621
 revision
 date 2017-06-29



RZ 16-745791

Attachment 3

Address: 9200/9220 Glenallan Drive

Applicant: Timothy Tse

Planning Area(s): Broadmoor

	Existing	Proposed
Owner:	Ya Bin Chen	To be determined
Site Size (m²):	891.34 m ²	Lot A: 456.78 m ² Lot B: 434.56 m ²
Land Uses:	One duplex dwelling	Two single-family dwellings
OCP Designation:	Neighbourhood Residential	No change
Zoning:	Two-Unit Dwellings (RD1)	Single Detached (RS2/C)

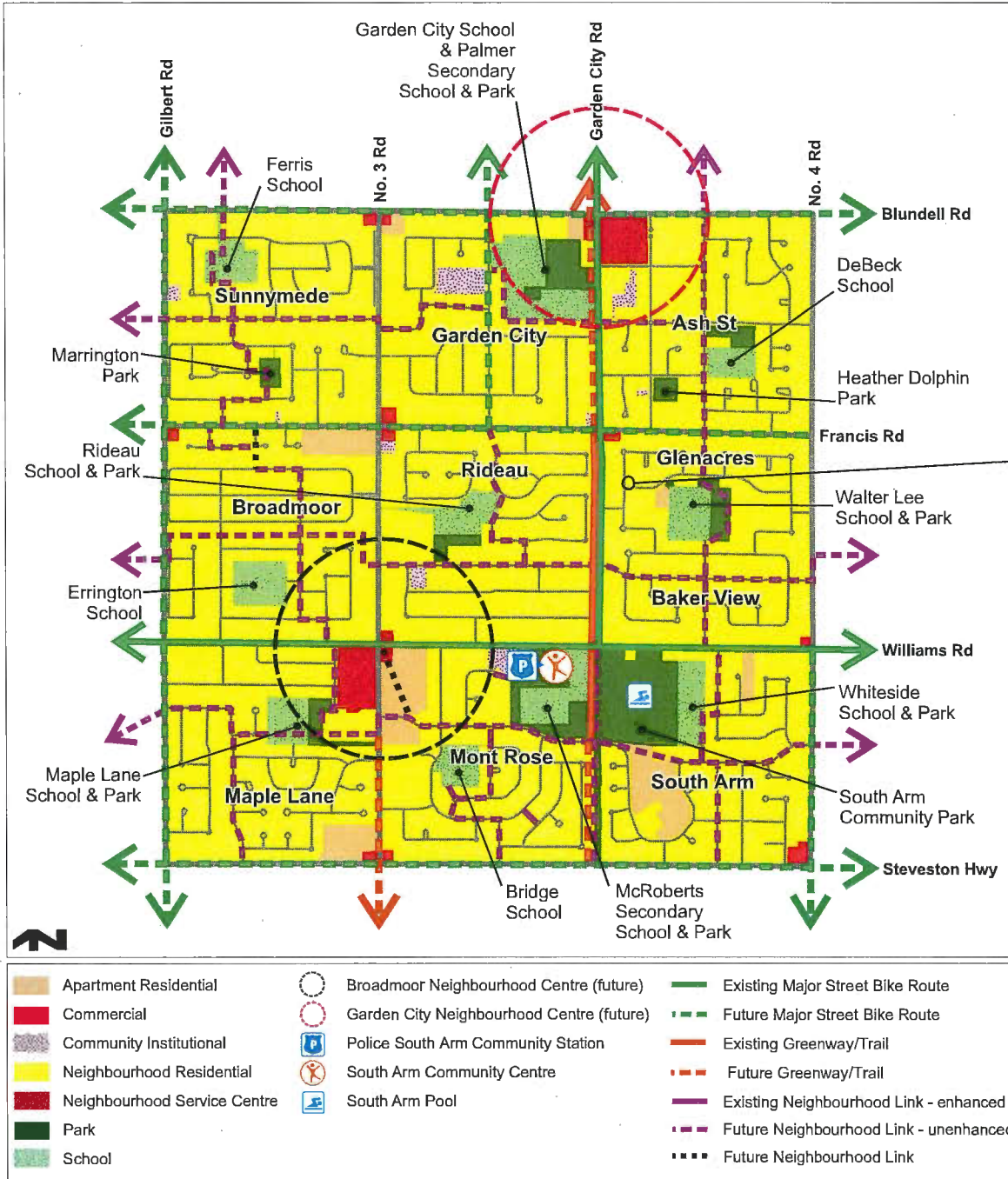
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	none permitted
Buildable Floor Area (m ²):*	Lot A: Max. 251.23 m ² (2,704 ft ²) Lot B: Max. 239.01 m ² (2,572 ft ²)	Lot A: Max. 251.23 m ² (2,704 ft ²) Lot B: Max. 239.01 m ² (2,572 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: Max. 45% Non-porous Surfaces: Max. 70%	none
Lot Size:	Min. 360.0 m ²	Lot A: 456.78 m ² Lot B: 434.56 m ²	none
Lot Dimensions (m):	Lot A (Corner) Min. Width: 15.5 m Lot B Min. Width 13.5 m Min. Depth: 24.0 m	Lot A (Corner) Width: 15.6 m Lot B Width: 14.85 m Depth: 29.26 m	none
Setbacks (m):	Front: Min. 6.0 m Side: Min. 1.2 m Exterior Side: Min. 3.0 m Rear: Min. 20% of lot depth for up to 60% of principal dwelling, 25% of lot depth for remainder, up to 10.7 m	Front: Min. 6.0 m Side: Min. 1.2 m Exterior Side: Min. 3.0 m Rear: Min. 6.0 m for up to 60% of principal dwelling, 7.3 m for remainder	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

Other: Tree replacement compensation required for loss of significant trees.

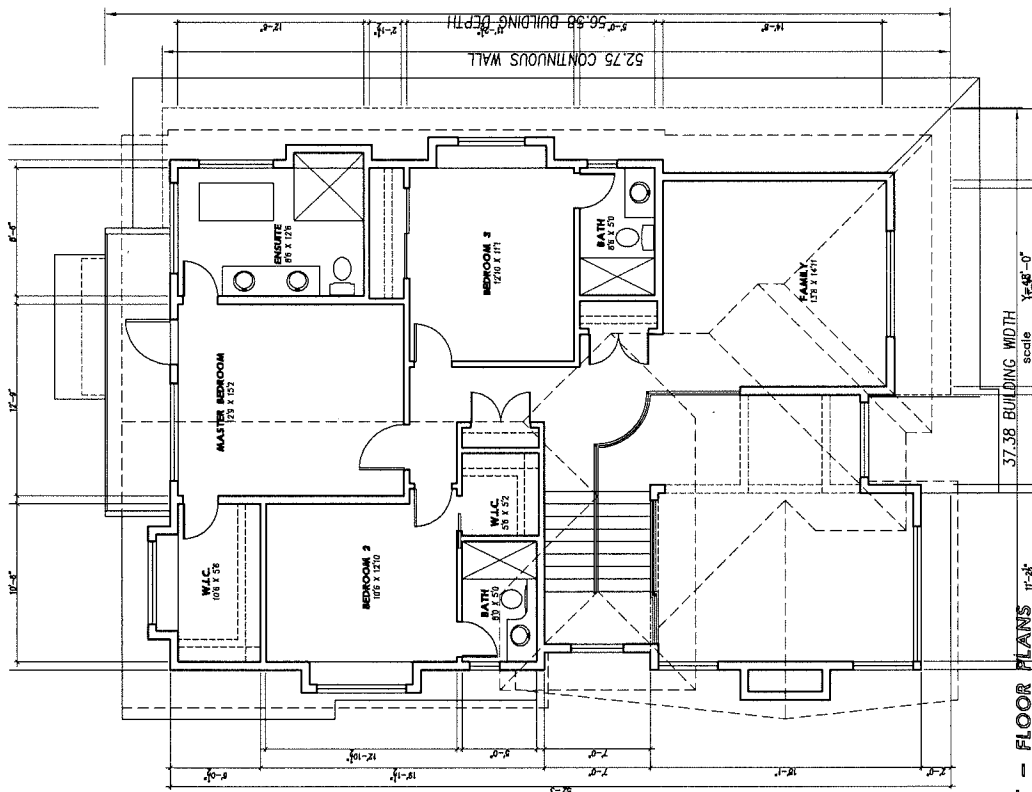
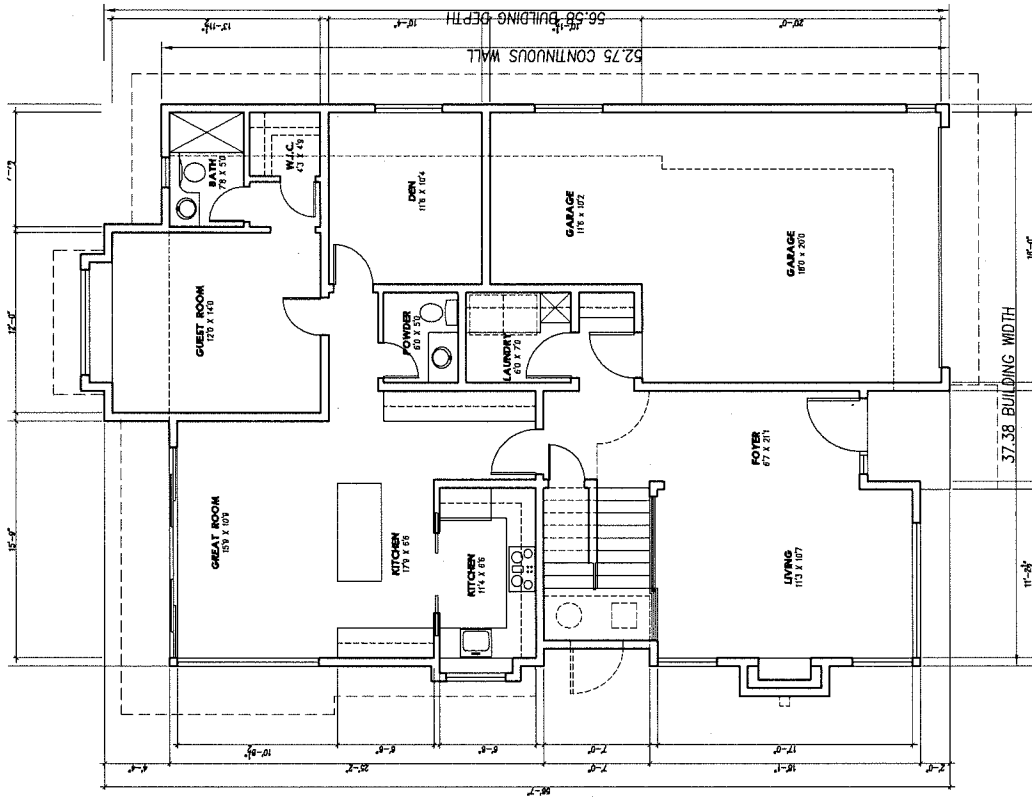
* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



6. Broadmoor



LOT A

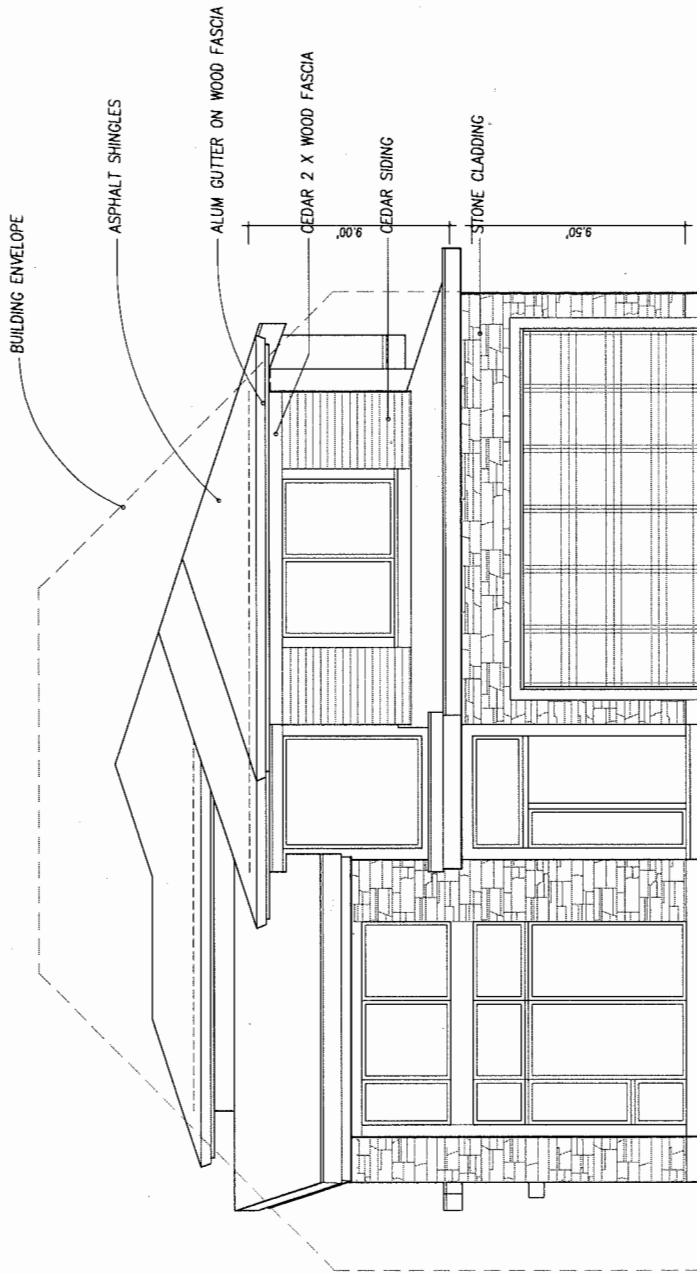


CADLAB

WEST LOT - FLOOR PLANS 11'-3"
 37.38 BUILDING WIDTH scale 1/8"=1'-0"
 9200 & 9220 GLENALLAN DRIVE, RICHMOND, B.C.
 PROPOSED REZONING AND SUBDIVISION

CNCL - 229

project no. H162T
 RZ2
 revision
 date 2017-08-29

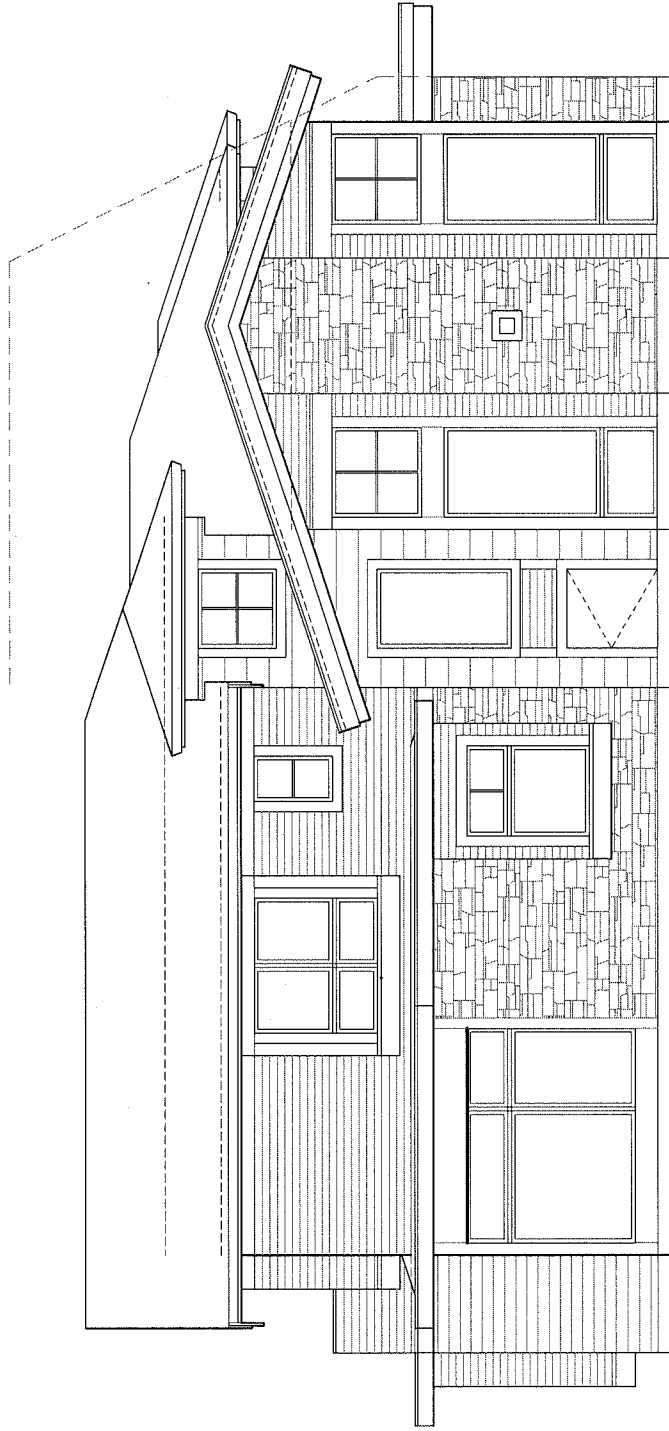


CNCL - 230

WEST LOT -- SOUTH ELEV. (GLENACRES DRIVE) scale 3/16"=1'-0"
 9200 & 9220 GLENALLAN DRIVE, RICHMOND, B.C.
 PROPOSED REZONING AND SUBDIVISION

PROJECT no. H16221
RZ3
 revision b
 date 2017-06-29

CADLAB



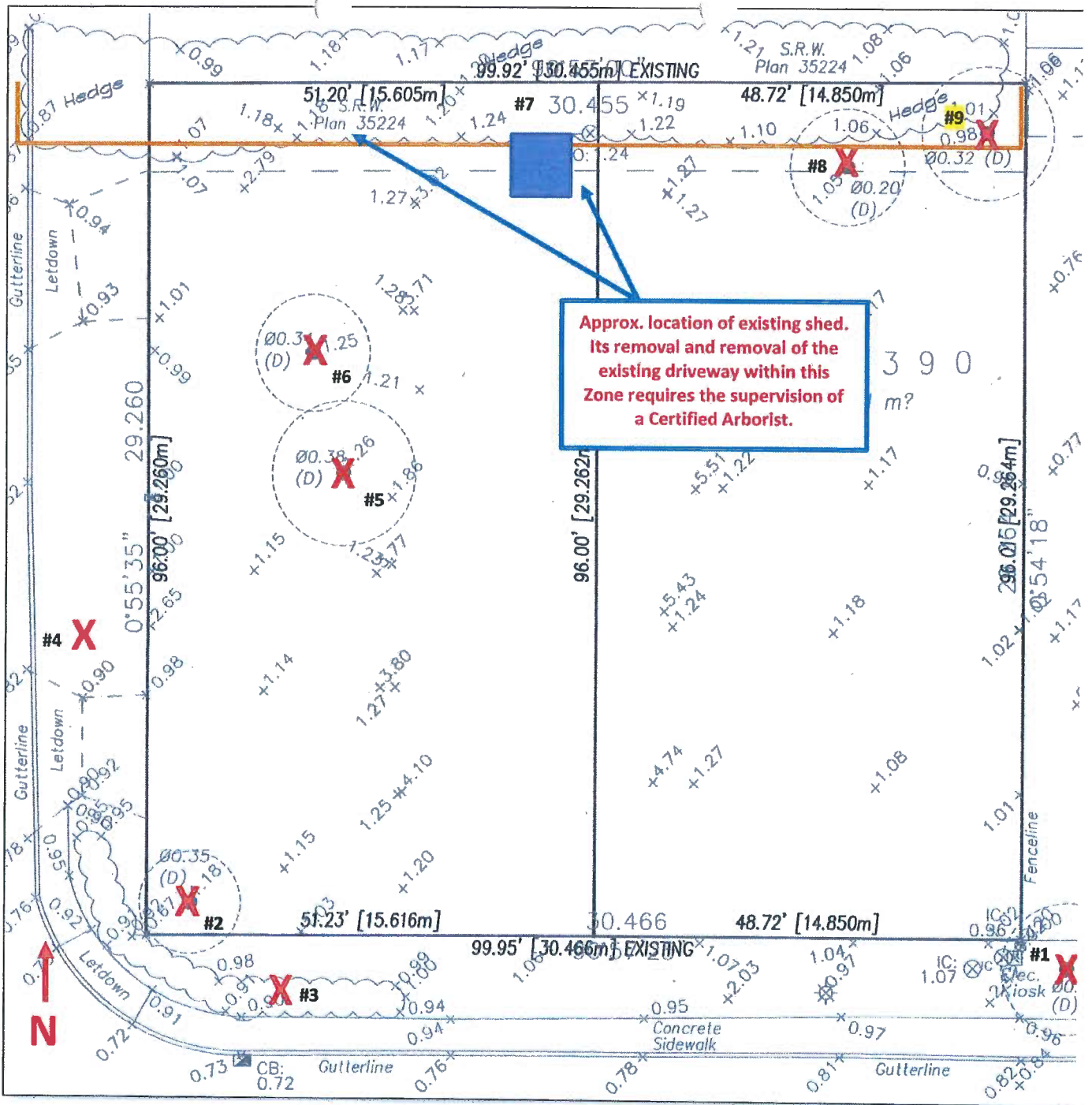
CNCL - 231

WEST LOT - WEST ELEV. (GLENALLAN DRIVE) scale 3/16"=1'-0"
project no. H16ZT 9200 & 9220 GLENALLAN DRIVE, RICHMOND, B.C.
PROPOSED REZONING AND SUBDIVISION

RZ4

revision b
date 2017-08-29

CADLAB



Preliminary Tree Retention & Removal Plan, Scale 1/16" = 1'

TREE #	TREE SPECIES (Botanical name)	DBH (cm)	SPREAD (ft.) Radius
1	Birch (<i>Betula sp.</i>)	60 per survey	6.5'
2	Crabapple (<i>Malus sp.</i>)	93 combined (25+21+17+15+15)	5'
3	Cedar (<i>Thuja occidentalis</i>)	-	2'
4	Cedar (<i>Thuja occidentalis</i>)	-	2'
5	Portuguese Laurel (<i>Prunus lusitanica</i>)	38 per survey	7.5'

TREE #	TREE SPECIES (Botanical name)	DBH (cm)	SPREAD (ft.) Radius
6	Beech (<i>Fagus sp.</i>)	46	6'
7	Cedar (<i>Thuja occidentalis</i>) Cedar (<i>Thuja plicata</i>)	-	6' 12'
8	Walnut (<i>Juglans sp.</i>)	-	-
9	Cherry (<i>Prunus sp.</i>)	25 combined (27+18)	6.5'



Address: 9200/9220 Glenallan Drive

File No.: RZ 16-745791

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9758, the developer is required to complete the following:

1. Submission of a Landscape Security in the amount of \$1,500 (\$500/tree) to ensure that a total of three replacement trees are planted and maintained on Proposed Lot B. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	Minimum Height of Coniferous Tree
1	8 cm	4 m
2	9 cm	5 m

2. Submission of a Landscape Plan for Proposed Lot A, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - comply with the landscaping requirements contained in Richmond Zoning Bylaw 8500;
 - include a mix of coniferous and deciduous trees;
 - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
 - include the three required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	Minimum Height of Coniferous Tree
1	8 cm	4 m
2	9 cm	5 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

3. City acceptance of the developer's offer to voluntarily contribute \$3,300 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
5. Registration of a flood indemnity covenant on title.
6. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one of the two future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
7. The City's acceptance of the applicant's voluntary contribution of \$2.00 per buildable square foot of the single-family development on proposed Lot B (i.e. \$5,408.41) to the City's Affordable Housing Reserve Fund.
8. Discharge of covenant BE77341 from Title, which restricts the property to a duplex only.
9. Cancellation of the existing Strata Plan NWS 390.
10. Discharge of Statutory Right-of-Way D65286 from Title, which does not apply to the property.
11. Registration of a legal agreement on Title, to ensure that the Building Permit application and ensuing development at the site is generally consistent with the preliminary conceptual plans included in Attachment 5 to the staff report.

Prior to Demolition Permit* Issuance, the developer must complete the following requirements:

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

Prior to Building Permit* Issuance, the developer must complete the following requirements:

1. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

At Subdivision* stage, the developer must complete the following requirements:

1. Payment of the current year's taxes, School Site Acquisition Charge, and Address Assignment Fees.
2. Completion of the following servicing works and off-site improvements. These may be completed through a Servicing Agreement* or a City work order:

Water Works:

- Using the OCP Model, there is 137L/s of water available at a 20 psi residual at the corner of Glenallan Drive and Glenbrook Drive, and 246 L/s of water available at a 20 psi residual at the Glenacres Drive frontage. Based on the proposed development, the site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- At Developer's cost, the City is to:
 - Install one new 25 mm water service connection, complete with meter and meter box, off of the existing 200 mm PVC water main on Glenacres Drive frontage for the east side lot.
 - Disconnect existing 20 mm water connection along Glenallan Drive and install another 25 mm water connection with meter assembly off of the existing 200 mm PVC main on Glenacres Drive frontage for the west side lot.
 - Both newly installed water meters shall be placed at the boulevard alongside the south property line.
 - Perform all water main tie-ins.
 - If AC water main on west property line is damaged by removal of existing tree, replacement of impacted water main shall be at developer's cost.

Storm Sewer Works:

- At Developer's cost, the City is to:
 - Cut and cap the northwestern service connection at inspection chamber along the frontage of Glenallan Drive.
 - Install a new storm service connection, complete with inspection chamber and dual service leads, at the adjoining property line of the newly subdivided lots off of the existing 300 mm main on Glenacres Drive.

Sanitary Sewer Works:

- The Developer is required to:
 - Not start onsite excavation and/or foundation works until the City has completed the proposed rear yard sanitary connections. Also indicate this as a note on the site plan and sanitary service connection design plans.

- At Developer's cost, the City is to:
 - Remove existing sanitary inspection chamber & cap existing lead at the north property line.
 - Install a new sanitary service connection complete with inspection chamber and dual service leads, at the adjoining property line of the new subdivided lots off of the existing 200 mm sanitary main along the north property line.
 - Shallow sanitary main exists along the north property line of the proposed site. If existing trees located to the north of the property (within the SRW) were to be removed, a video inspection to confirm the current condition of the existing sanitary pipe shall be provided prior to tree removals. After trees have been removed, another video inspection shall be provided to confirm whether the existing sanitary pipe has been impacted by the tree removals.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers to determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc). These shall be located onsite.
 - Construct the following frontage improvements:
 - Removal of the two driveway letdowns to Glenallan Drive, and replacement with concrete curb and gutter.
 - Install two new driveway letdowns to Glenacres Drive.
 - Install 1.5 m wide concrete sidewalk and landscaped boulevard on the Glenallan Drive frontage.
 - Removal and replacement of existing concrete sidewalk panels as required.

General Items:

- The Developer is required to:
 - Prior to placement of preload (if required), provide a geotechnical assessment indicating possible impacts to the existing AC watermain along the west property line and existing AC sanitary main along the north property line and provide mitigation recommendations to address impacts.
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 9758 (RZ 16-745791)
9200/9220 Glenallan Drive

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "SINGLE DETACHED (RS2/C)"

P.I.D. 001-318-861

Strata Lot 1 Section 27 Block 4 North Range 6 West New Westminster District Strata Plan NW390 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form 1

P.I.D. 001-318-870

Strata Lot 2 Section 27 Block 4 North Range 6 West New Westminster District Strata Plan NW390 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form 1.

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9758".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

Horizontal lines for signature and date entry corresponding to the reading stages.

CITY OF RICHMOND
APPROVED by [Signature]
APPROVED by Director or Solicitor [Signature BK]

MAYOR


CORPORATE OFFICER



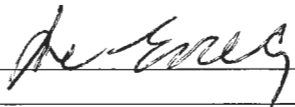

To: Planning Committee **Date:** August 16, 2017
From: Wayne Craig **File:** 08-4430-03-11/2017-Vol 01
Director, Development
Re: **Establishment of Underlying Zoning for Properties Developed Under Land Use Contracts 039, 040, 064, 079 and 126 in the north portion of the City Centre**

Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9744, to establish underlying zoning for the property developed under Land Use Contract 039, be introduced and given first reading;
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9745, to establish underlying zoning for the property developed under Land Use Contract 040, be introduced and given first reading;
3. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9746, to establish underlying zoning for the property developed under Land Use Contract 064, be introduced and given first reading;
4. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9747, to establish underlying zoning for the property developed under Land Use Contract 079, be introduced and given first reading; and
5. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9748, to establish underlying zoning for five properties developed under Land Use Contract 126, be introduced and given first reading.


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

CL/JH:blg
Att. 4

REPORT CONCURRENCE		
ROUTED TO: Law	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CJ	APPROVED BY CAO (DEPUTY). 

Staff Report

Origin

In 2014, the Provincial Government amended the *Local Government Act* to require municipalities to adopt underlying zoning bylaws for all LUC properties by June 30, 2022, and to provide for the termination of all LUCs on June 30, 2024. The amending legislation also established an optional process to enable municipalities, by bylaw, to undertake early termination of LUCs and provided expanded authority to Boards of Variance to hear appeals and grant time extensions to existing property owners for reasons of hardship.

On November 24, 2015, Richmond City Council adopted a set of bylaws that established underlying zoning for 93 separate LUCs that included single-family properties, as well as adopted bylaws to terminate these LUCs effective one year from the date of adoption (i.e., November 24, 2016). Because the remaining 46 LUCs on properties that include multi-family, commercial, industrial, and agricultural land uses are not subject to the same redevelopment pressures as that of the LUCs that included single-family properties, the remaining LUCs were to be dealt with separately at a later date.

There are currently 46 remaining LUCs still in effect on a total of 95 properties in the city (including 3,078 units) containing multi-family, commercial, industrial, and agricultural uses, which were not subject to the underlying zoning bylaws and early termination bylaws adopted on November 24, 2015 (Attachment 1).

Consistent with the *Local Government Act*, City Council will have to consider bylaws to establish underlying zoning for the properties developed under the remaining LUCs. This involves the standard bylaw reading and adoption process, and includes holding a Public Hearing for all bylaws.

This report brings forward underlying zoning bylaws for five out of the 46 remaining LUCs (LUCs 039, 040, 064, 079 and 126). The proposed bylaws are applicable to nine commercial/ industrial properties in the north portion of City Centre at 8520 Cambie Road, 4940 and 3791 No. 3 Road, 8191 Alderbridge Way, 8260, 8280, 8300, 8380 Bridgeport Road, and a portion of 8211 Sea Island Way (Attachment 2). Subsequent underlying zoning bylaws for the remaining 41 LUCs will be brought forward separately for consideration on the basis of their geographic area, as illustrated in Attachment 3 (i.e., the south portion of City Centre, Seafair/Blundell, Broadmoor, Steveston, and East Richmond).

Unlike the approach used for the 93 LUCs that included single-family properties, no early termination bylaws are proposed to be brought forward for the remaining LUCs. Essentially, the existing remaining LUCs will remain effective and continue to govern the use and development of the affected properties until their termination date of June 30, 2024, at which time the underlying zoning will take effect.

This report supports Council's 2014-2018 Term Goal # 3 – A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

3.1 Growth and development that reflects the Official Community Plan (OCP) and related policies and bylaws

This report and the proposed bylaws are also consistent with policies from the 2041 Official Community Plan (OCP), which support exploring alternatives to Land Use Contracts to achieve better land use management over time.

Findings of Fact

A Land Use Contract (LUC) is a contract between a property owner (typically a developer) and a municipality addressing the use and development rights of a property. The LUC regulations are similar to zoning, with the exception that the LUC is registered on the Title of the property and, until recently, agreement from both the property owner and municipality was required to amend or discharge the contract.

The provincial legislation enabling LUCs was in effect for a short period of time between 1973 and 1979 and allowed the ability to create tailor-made development contracts for specific sites. LUCs were also used to control the form and character of buildings and landscaping of sites and, in some cases, included detailed servicing requirements. Typically, the same LUC was registered by a developer against all the properties in a particular subdivision, thereby creating consistent use and development rights for those properties. Unless discharged, LUCs registered during such period remain in place today governing the use and development rights of the affected properties.

LUCs typically include limited development restrictions compared to today's standards. Any reference to a zoning bylaw within a LUC is specific to the zoning bylaw in place at the date of contract execution. Since LUCs are registered on Title and can only be amended or discharged with the property owner's consent, the result is that LUCs have not evolved over time as land use considerations have changed. Properties under the current Richmond Zoning Bylaw 8500 have had multiple amendments over time to address various land issues such as building interface, landscaping, sustainability and overall building form.

Analysis

Staff propose a set of bylaws that introduce underlying zoning for the nine properties developed under LUCs 039, 040, 064, 079 and 126 in the north portion of the City Centre, which are identified in the table below:

LUC #	No. of Properties	Address	No. of Units (Strata & Non-Strata)
039	1	8520 Cambie Road	N/A
040	1	4940 No. 3 Road	48
064	1	3791 No. 3 Road	N/A
079	1	8191 Alderbridge Way	N/A
126	5	8260 Bridgeport Road	N/A
		8280 Bridgeport Road	N/A
		8300 Bridgeport Road	N/A
		8380 Bridgeport Road	N/A
		8211 Sea Island Way	3

There are an additional six properties at 8320, 8340, 8360, 8440 Bridgeport Road, and 8311, 8351 Sea Island Way that were also developed under LUC 126, which are not included in the proposed underlying zoning bylaws as they are currently the subject of a separate LUC discharge and rezoning application which was considered at the July 17, 2017 Public Hearing and the associated zoning amendment bylaw granted third reading (RZ 13-628557). If the rezoning bylaw is not adopted, City staff will bring forward a separate report and zoning amendment bylaw to establish underlying zoning for these properties.

Attachment 4 contains a series of summary tables that provide a comparison of the regulations under each of the five LUCs with those of the proposed underlying zone, and includes a map of each LUC. The summary tables in Attachment 4 are for reference purposes only and should not be interpreted as the actual LUC.

In developing the underlying zoning for the nine subject properties, staff considered the specific provisions in each individual LUC, as well as the existing zoning of adjacent properties within the immediate surrounding area. With the exception of one site under LUC 126, staff were not able to use existing commercial and industrial zones in Richmond Zoning Bylaw 8500 to develop the underlying zoning bylaws for the properties due to the very specific provisions contained in these particular LUCs.

The property at 8211 Sea Island Way is under two zones: the "Auto-Oriented Commercial (CA)" zone, and LUC 126. Since the current use of the land that is under LUC 126 is that of a vehicle lane only, staff propose the CA zone as the underlying zoning for that portion of the property to bring the entire property under the CA zone.

For the remaining properties under LUC 039, 040, 064, 079, and 126, staff propose five new site-specific zones. The proposed site-specific zones combine both the specific provisions from each LUC as well as certain provisions contained within Richmond Zoning Bylaw 8500 for aspects not anticipated by the LUC. This enables the underlying zoning bylaws to mirror what is contained in the LUCs without granting additional permitted land uses while allowing some flexibility after LUCs expire on June 30, 2024 for landowners to make minor changes to their properties that would be in character with what is permitted on lots within the surrounding neighbourhood.

The five new site-specific zones are described below.

- *Commercial Storage (ZI13) – Cambie Road (City Centre)*, (Bylaw No. 9744), is proposed for the portion of the property developed under LUC 039 at the north end of 8520 Cambie Road, which currently contains a one-storey public storage facility.
- *Auto-Oriented Commercial (ZC40) – No. 3 Road (City Centre)*, (Bylaw No. 9745), is proposed for the property developed under LUC 040 at 4940 No. 3 Road, which currently contains a three-storey building with commercial retail uses at grade and office uses in the upper floors.
- *Vehicle Sales Commercial (ZC41) – No. 3 Road (City Centre)*, (Bylaw No. 9746), is proposed for the property developed under LUC 064 at 3791 No. 3 Road, which currently contains a one-storey building that is part of the vehicle sales operation on the neighbouring site at 3771 No. 3 Road.
- *Restaurant Commercial (ZC42) – Alderbridge Way (City Centre)*, (Bylaw No. 9747), is proposed for the property developed under LUC 079 at 8191 Alderbridge Way, which currently contains a two-storey McDonald's restaurant and drive-through.
- *Commercial (ZC43) – Bridgeport Road (City Centre)*, (Bylaw No. 9748), is proposed for four of the properties developed under LUC 126 at 8260, 8280, 8300, 8380 Bridgeport Road, which currently contain vehicle parking and storage, and a restaurant.

Where there are inconsistencies between the provisions of the proposed underlying zones and what actually exists on the subject properties, any use and development of the land that was lawful under the LUC will be protected in accordance with the provisions for non-conforming uses and buildings under the *Local Government Act* after the LUCs expire on June 30, 2024.

Ministry of Transportation and Infrastructure (MOTI) Approval

As seven of the subject properties under LUC 039, 064, and 126 are located within 800m of an intersection of a Provincial Limited Access Highway and a City road, three of the proposed underlying zoning bylaws (Bylaws 9744, 9746, and 9748) have been referred to MOTI for preliminary approval. Final approval from MOTI is required prior to final adoption of the underlying zoning bylaws.

Public Consultation and Public Hearing

Since the existing remaining LUCs will remain effective and will continue to govern the use and development of the affected properties until their termination date of June 30, 2024, at which time the proposed underlying zoning will be in place, it is anticipated that the proposed approach will not generate a significant amount of public interest. Therefore the standard bylaw adoption and public consultation processes are proposed. This approach is also proposed for the underlying zoning bylaws that are subsequently to be brought forward for the remaining 41 LUCs on the basis of their geographic area.

The standard bylaw adoption and public consultation process involves the underlying zoning bylaws being considered at a Planning Committee meeting, bylaw readings by City Council, the publication of the statutory Public Hearing Notice and newspaper ads, and includes the holding of a regular Public Hearing in the Council Chambers. This approach does not require additional financial or human resources beyond that of the standard rezoning and public hearing processes.

Prior to each Public Hearing at which underlying zoning bylaws are to be considered, a press release will be issued to publicize Council's decision to establish underlying zoning bylaws for the affected properties and to direct further inquiries to the City's LUC webpage, and to the general LUC inquiry email address and phone number. Staff will also send a letter to each of the affected property owners, which will contain information that is specific to the proposed underlying zoning for their respective property.

Following each Public Hearing, Council may consider adoption of those underlying zoning bylaws that do not require MOTI approval. For those bylaws that do require MOTI approval Council may be consider bylaw adoption at a subsequent Council meeting after MOTI approval has been granted.

Following adoption of the underlying zoning bylaws, the existing LUCs on the affected properties will remain effective until June 30, 2024, after which time the underlying zoning bylaws will be in place to govern the use and development of the properties.

Financial Impact

As mentioned in the previous section, the consideration of the proposed Bylaws 9744 through 9748 by the Planning Committee, City Council, and at a regular Public Hearing in the Council Chambers will not require additional financial or human resources beyond that of the standard rezoning and public hearing processes.

Conclusion

Consistent with the *Local Government Act*, City Council will have to consider bylaws to establish underlying zoning for the properties developed under the remaining 46 LUCs in the city prior to June 30, 2022.

Staff propose to bring forward the underlying zoning bylaws for the remaining LUCs as separate items on the basis of their geographic area for consideration by Planning Committee, City Council, and at regular Public Hearings in the Council Chambers.

This report brings forward five underlying zoning bylaws for nine commercial/industrial properties developed under Land Use Contracts 039, 040, 064, 079 and 126 in the north portion of the City Centre area (i.e., 8520 Cambie Rd, 4940 and 3791 No. 3 Road, 8191 Alderbridge Way, 8260, 8280, 8300, 83380 Bridgeport Road, and 8211 Sea Island Way).

Staff recommends that Richmond Zoning Bylaw 8500, Amendment Bylaws 9744, 9745, 9746, 9747, and 9748, be introduced and given first reading.



Cynthia Lussier
Planner 1
(604-276-4108)



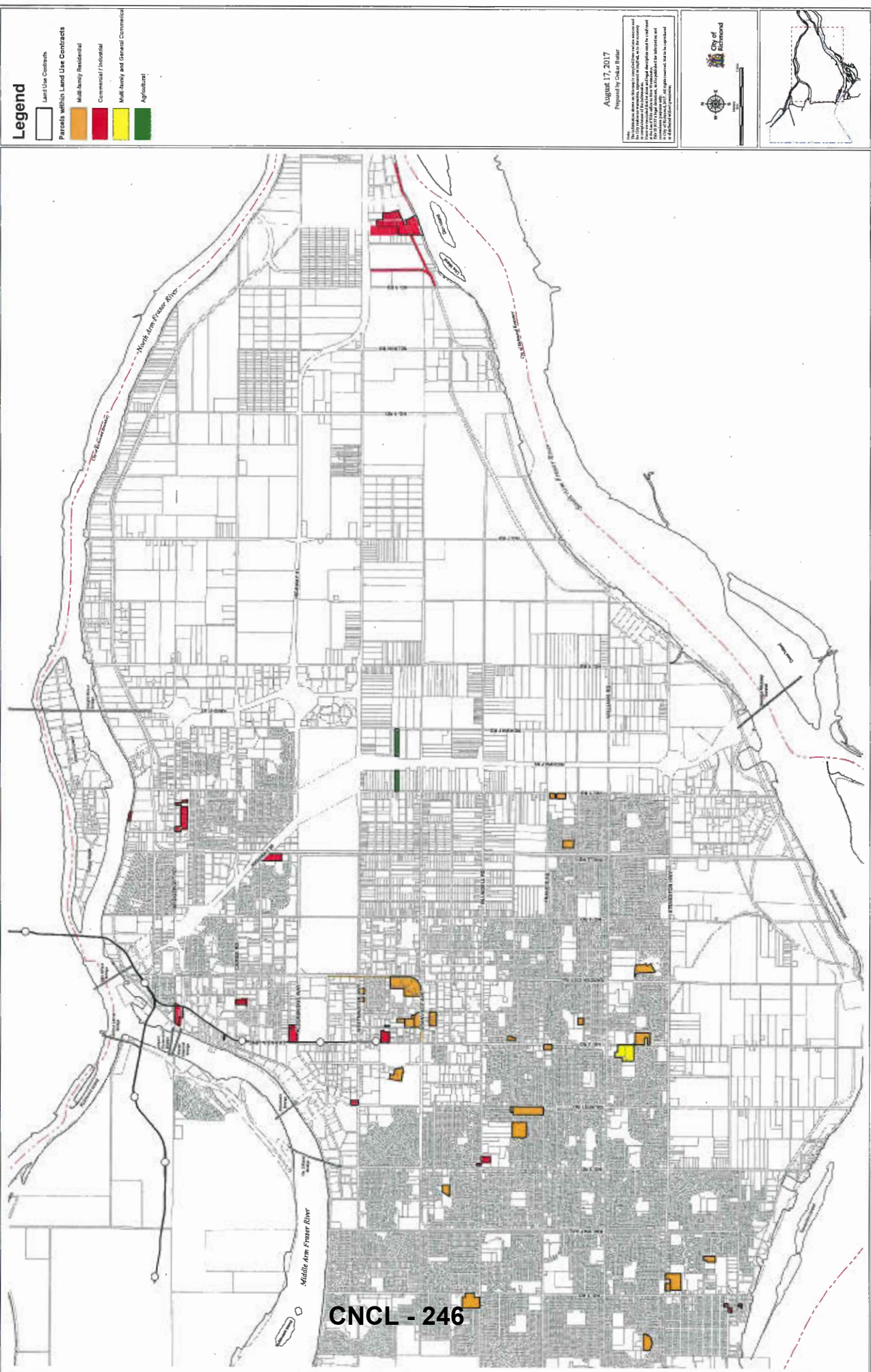
John Hopkins, MCIP, RPP
Senior Planner
(604-276-4279)

CL/JH:blg

Attachments:

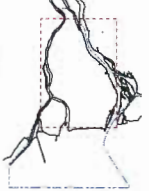
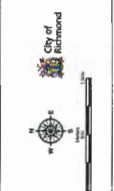
- Attachment 1: Map of Remaining Land Use Contracts
- Attachment 2: Land Use Contracts in City Centre (North)
- Attachment 3: Land Use Contracts by Geographic Area
- Attachment 4: Land Use Contract Summary and Comparison Tables

Remaining Land Use Contracts



August 17, 2017
 Prepared by: Oskar Baller

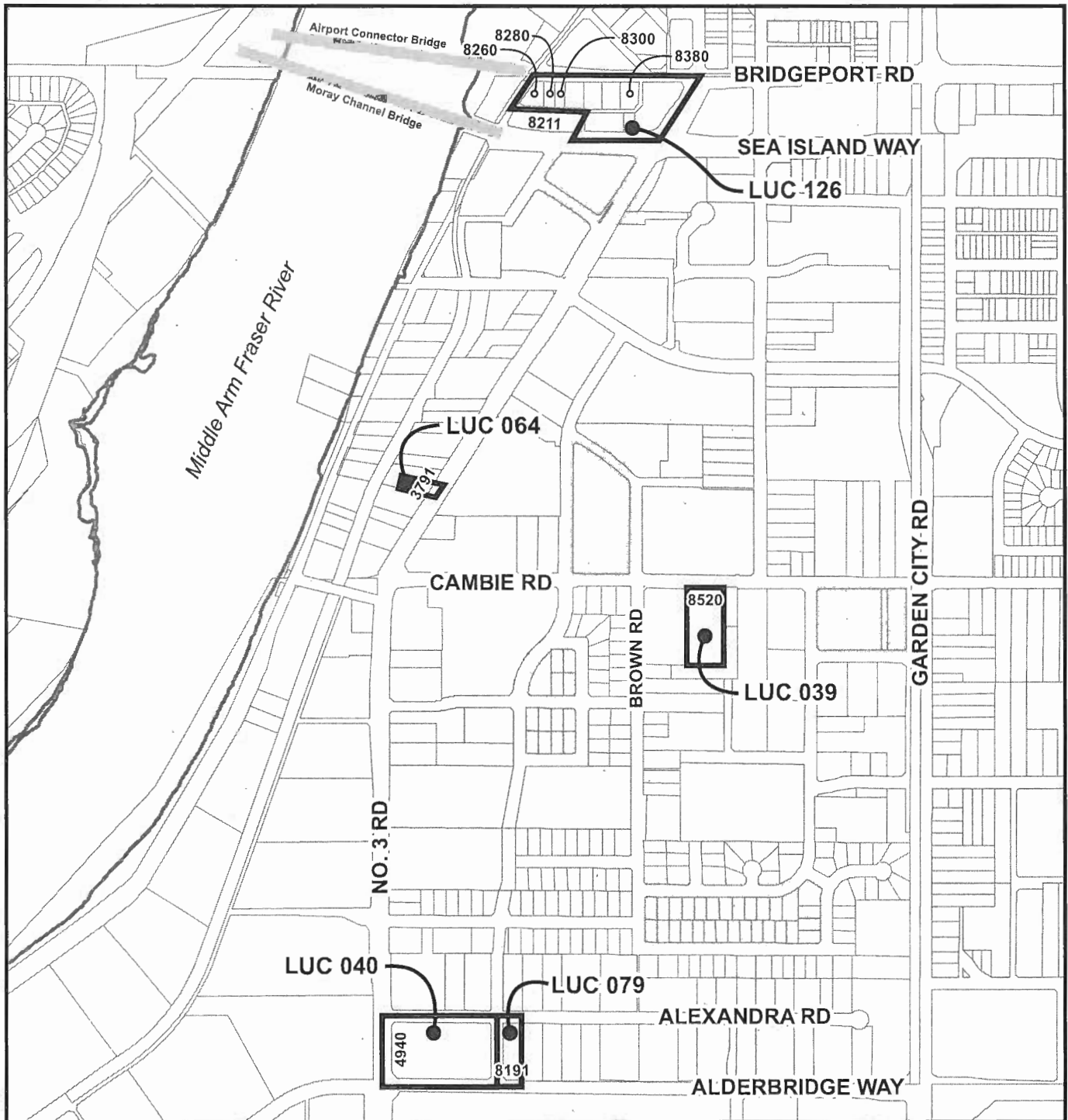
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City of Richmond



Land Use Contracts (LUC) in City Centre (North)

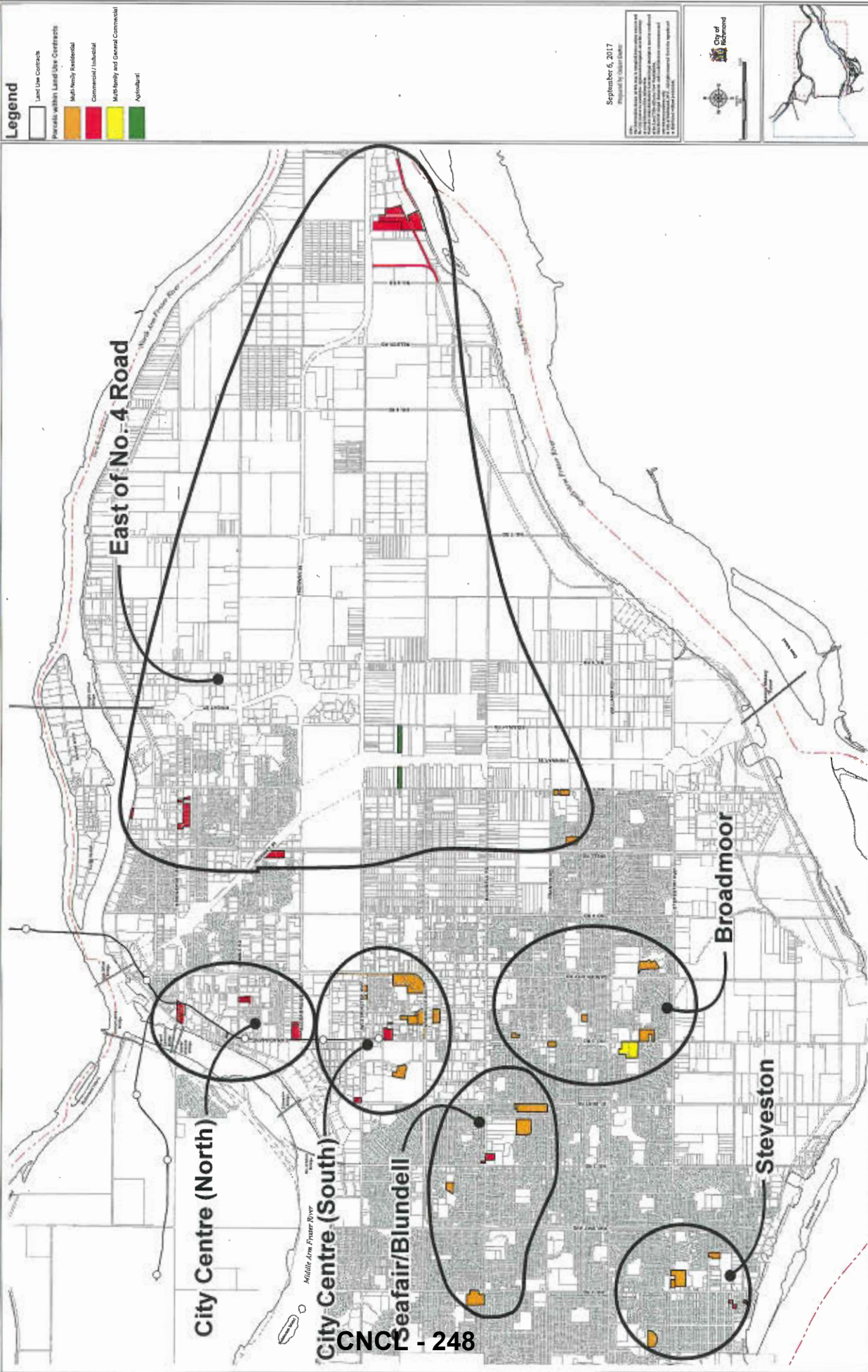
GNCL - 247

Original Date: 08/24/17

Revision Date: 00/00/00

Note: Dimensions are in METRES

Remaining LUCs by Geographic Area



CNCF - 248

Attachment 4

Land Use Contract Summary & Comparison Tables

LUC 039

LUC 040

LUC 064

LUC 079

LUC 126

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 039

Permitted Uses: Commercial storage and a secondary residential security/operator unit

Number of properties: 1

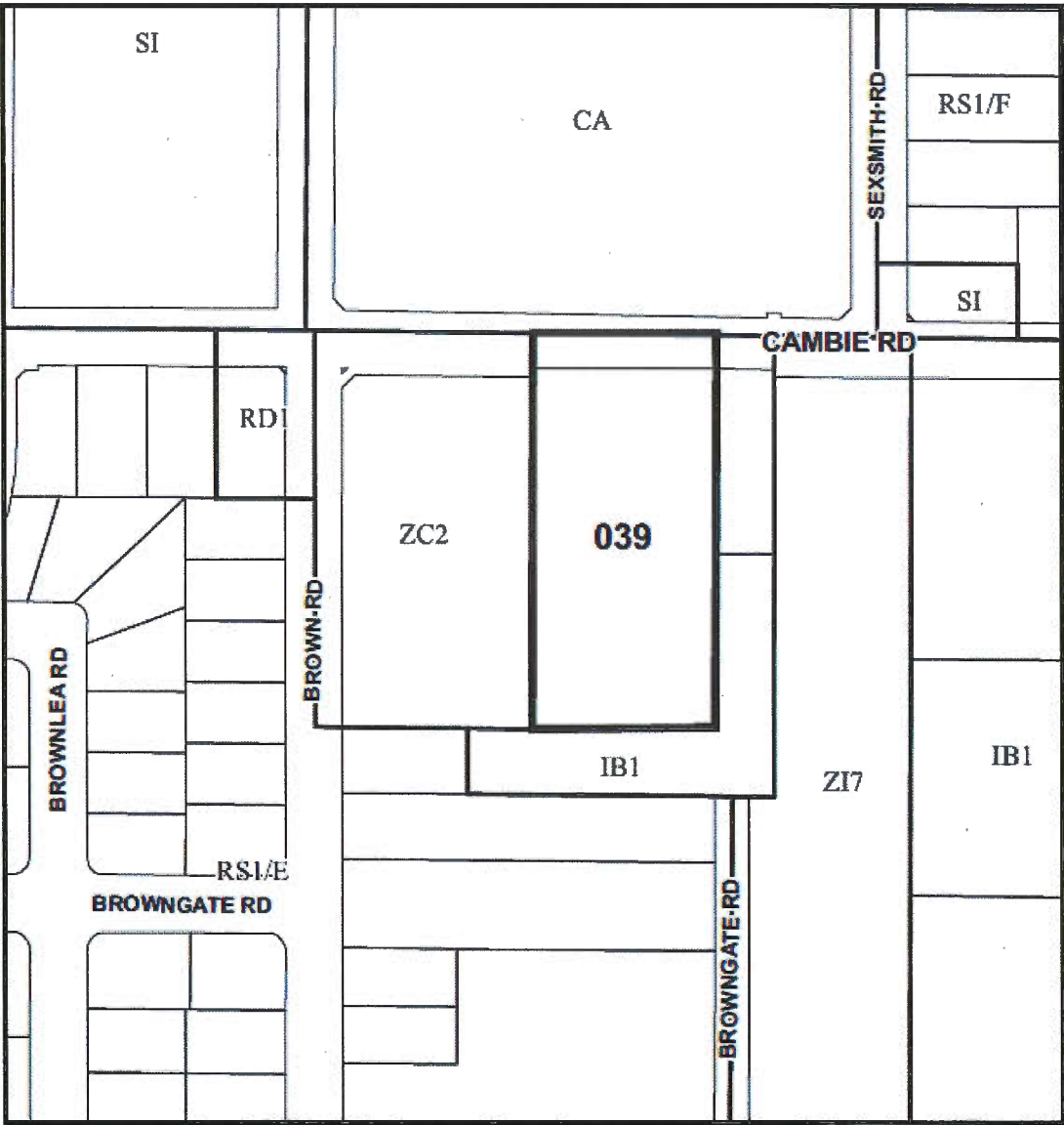
Proposed Zone: Commercial Storage (ZI13) – Cambie Road (City Centre)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 039	ZI13
FAR (max)	N/A	<ul style="list-style-type: none"> The maximum permitted floor area is 3,800 m²; 0.48 FAR
Lot Coverage (max)	As per drawings (approx. 48%)	48%
Front Yard Setback (min)	As per drawings	7.0 m
Interior Side Yard Setback (min)	As per drawings	6.0 m
Rear Yard Setback (min)	As per drawings	7.0 m
Building Height (max)	As per drawings (1 storey)	<ul style="list-style-type: none"> 1 storey; 5.0 m.

Disclaimer: This summary is provided for general public information only and does not form a representation by the City. Any person making a land use, building construction or financial decision should obtain independent advice regarding all applicable regulations.

LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 039

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 040

Permitted Uses:

- contractor service
- education commercial
- entertainment, spectator
- government service
- health service, minor
- hotel
- manufacturing, custom indoor
- office
- private club
- recreation, indoor
- restaurant
- retail, convenience
- retail, general
- service, business support
- service, financial
- service, household repair
- service, personal
- transportation depot
- veterinary service

Number of properties: 1

Proposed Zones: Auto-Oriented Commercial (ZC40) – No. 3 Road (City Centre)

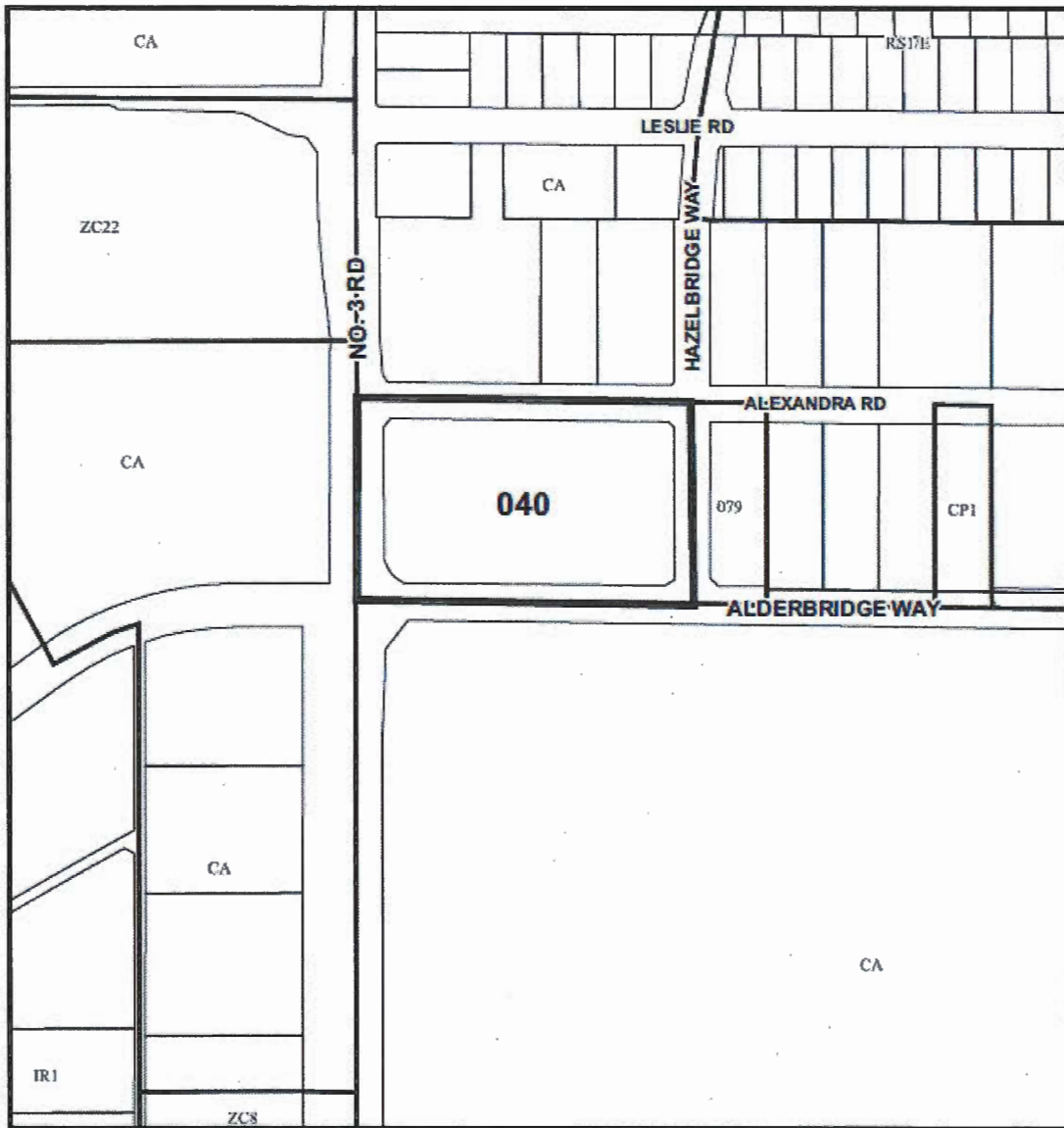
The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 040	ZC40
FAR (max)	N/A Note: a maximum gross floor area of 4,190 m ² was specified for the first storey, and a maximum gross floor area of 4,576 m ² was specified for the 2 nd and 3 rd storeys combined.	<ul style="list-style-type: none"> • The maximum permitted floor area is 4,190 m² on the first storey, and 4,576 m² for the 2nd and 3rd storeys combined; • 0.60 FAR.
Lot Coverage (max)	As per drawings (approx. 30%)	30%
Front Yard Setback (min)	As per drawings	19.0 m to No. 3 Road
Side Yard Setback (min)	As per drawings	19.0 m to Alderbridge Way; 3.0 m to Alexandra Road.
Rear Yard Setback (min)	As per drawings	17.0 m to Hazelbridge Way
Height (max)	3 storeys (approx. 17.0 m)	17.0 m, but containing no more than 3 storeys.

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 040

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 064

Permitted Uses: Vehicle sale/rental

Number of properties: 1

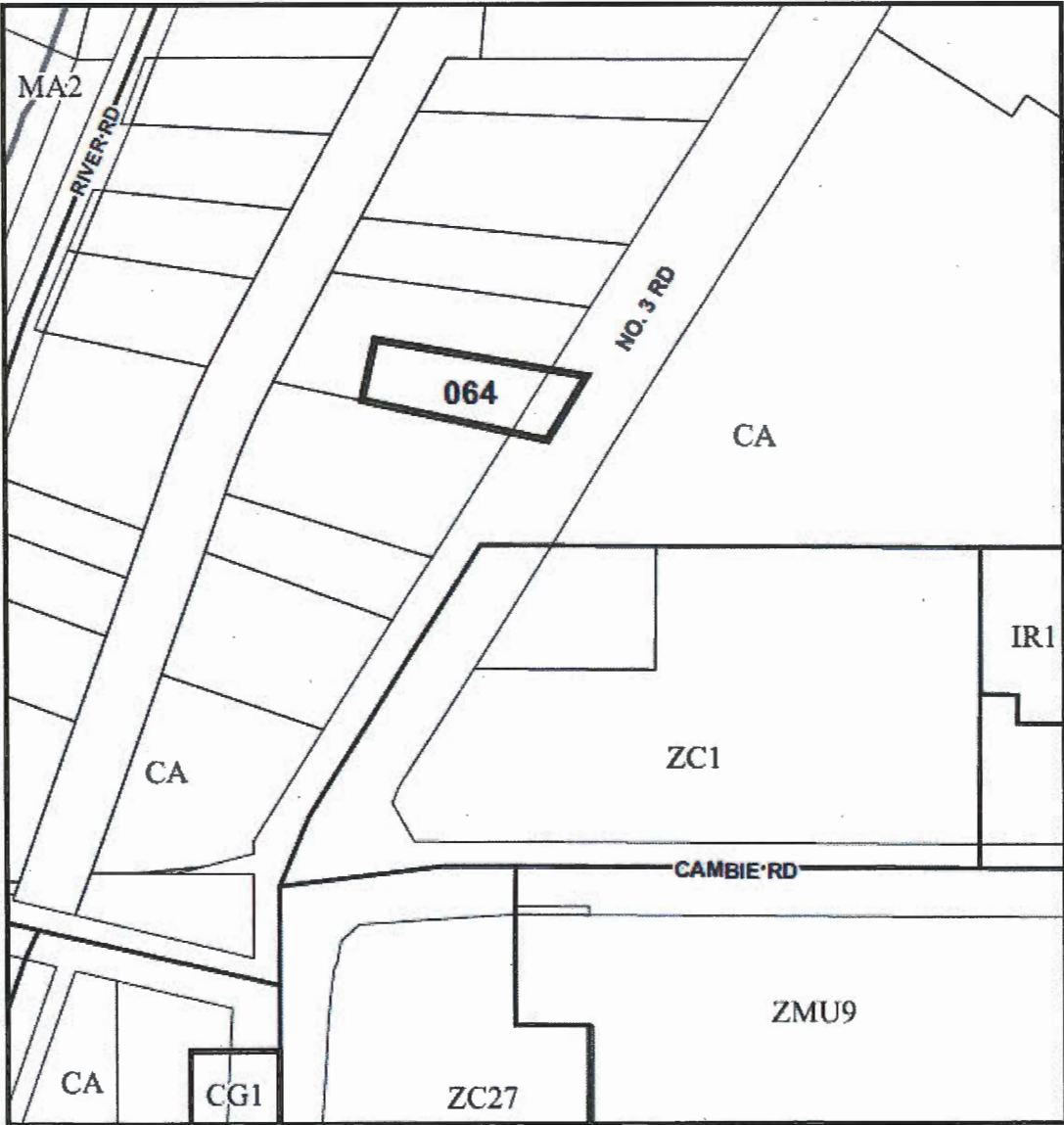
Proposed Zone: Vehicle Sales Commercial (ZC41) – No. 3 Road (City Centre)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 064	ZC41
FAR (max)	N/A	2.3 FAR
Lot Coverage (max)	N/A	N/A
Front Yard Setback (min)	N/A	7.6 m
Side Yard Setback (min)	<ul style="list-style-type: none"> • 3.0 m to one side lot line where there is no rear lane adjacent to the lot. • 3.0 m next to containing 1 storey buildings; • 7.6 m next to neighbouring lots zoned for low density residential and agricultural uses containing buildings greater than 1 storey; 	<ul style="list-style-type: none"> • 3.0 m to one interior side lot line; • Notwithstanding the above, the minimum side yard on a lot that is adjacent to single detached housing, agriculture, or two-unit dwelling zones, shall be: <ul style="list-style-type: none"> - 3.0 m for a 1 storey building; and - 7.5 m for a building containing more than 1 storey.
Rear Yard Setback (min)	N/A	N/A
Building Height (max)	10.7 m, but containing no more than 3 storeys	10.7 m, but containing no more than 3 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 064

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 079

Permitted Uses: Restaurant

Number of properties: 1

Proposed Zone: Restaurant Commercial (ZC42) – Alderbridge Way (City Centre)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 079	ZC42
FAR (max)	As per drawings	<ul style="list-style-type: none"> The maximum permitted floor area is 800 m²; 0.27 FAR
Lot Coverage (max)	As per drawings (approx. 25%)	25%
Front Yard Setback (min)	As per drawings	6.0 m to Alderbridge Way
Interior Side Yard Setback (min)	As per drawings	N/A
Exterior Side Yard Setback (min)	As per drawings	1.5 m to Hazelbridge Way
Rear Yard Setback (min)	As per drawings	50.0 m to Alexandra Road
Height (max)	As per drawings (2 storeys; approx. 9.0 m)	9.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 079

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 126

Permitted Uses:

- contractor service
- entertainment, spectator
- equipment, minor
- manufacturing, custom indoor
- office
- recreation, indoor
- restaurant
- retail, general
- service, business support
- service, household repair

Site-specific Permitted Uses:

The following uses are permitted only at 8280 and 8300 Bridgeport Road:

- commercial vehicle parking and storage *
- fleet service *
- parking, non-accessory *

The following uses are permitted only at 8300 Bridgeport Road:

- vehicle rental, convenience

(* In 1989, City Council supported an amendment to the LUC to include what is now interpreted as “commercial vehicle parking and storage”, “fleet service”, and “parking, non-accessory” as permitted uses at 8280 and 8300 Bridgeport Rd. The amendment was never registered on title of the lots.)

Number of properties: 5

Proposed Zones:

Commercial (ZC43) – Bridgeport Road (City Centre) for 4 properties on Bridgeport Road.

Auto-Oriented Commercial (CA) for a portion of 1 property on Sea Island Way.

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

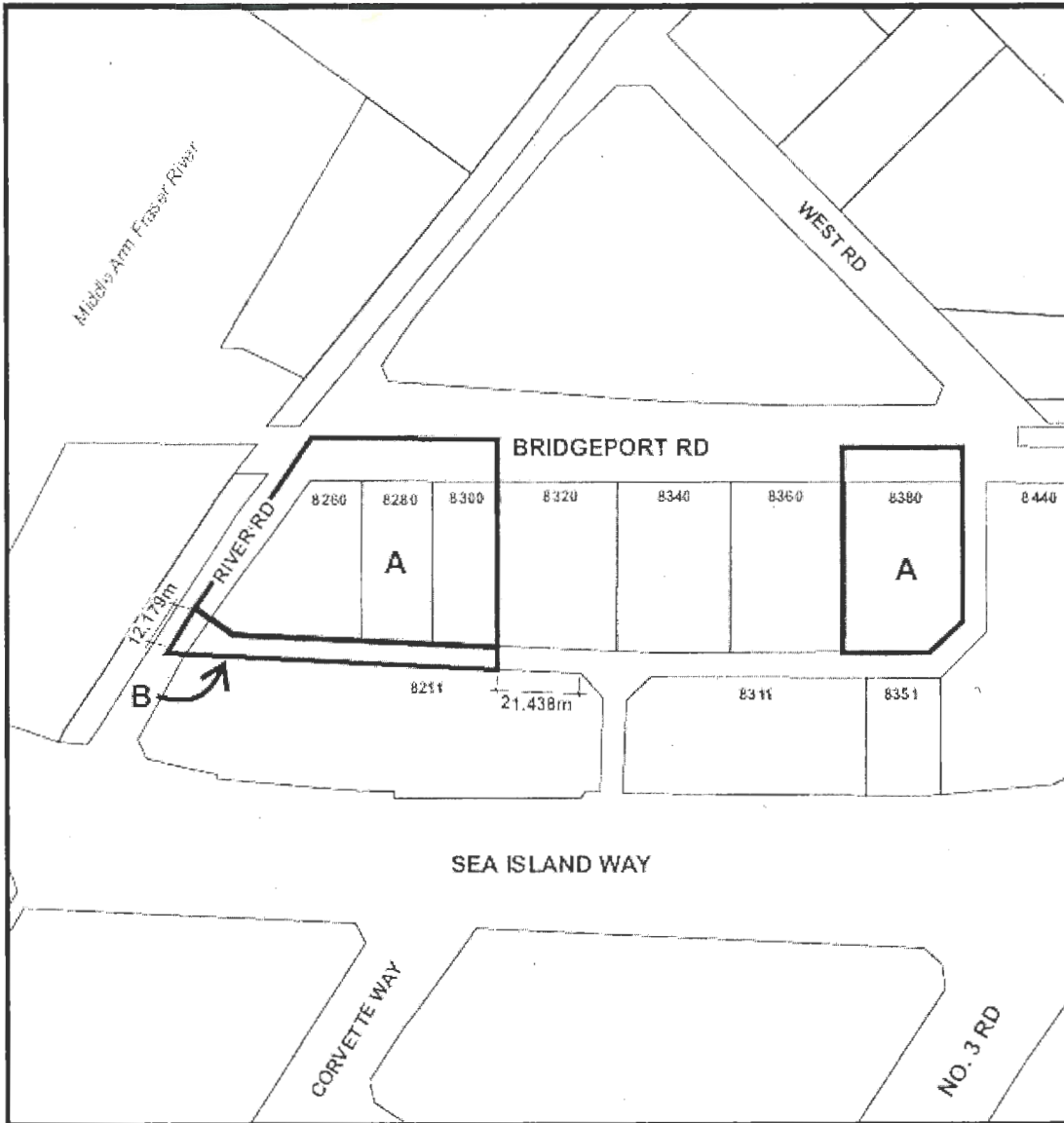
	LUC 126	ZC43	CA
FAR (max)	N/A	0.35	0.50
Lot Coverage (max)	N/A	35%	50%
Front Yard Setback (min)	As per drawings (7.5 m)	7.5 m	3.0 m
Interior Side Yard Setback (min)	As per drawings	There is no minimum interior side yard, except that the minimum east side yard for 8380 Bridgeport Road is 3.0 m.	3.0 m
Exterior Side Setback (min)	As per drawings (7.5 m)	7.5 m	3.0 m

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

	LUC 126	ZC43	CA
Rear Setback (min)	As per drawings (3.0 m)	3.0 m	3.0 m
Building Height (max)	11.0 m, but containing no more than 3 storeys	11.0 m but containing no more than 3 storeys	12.0 m

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

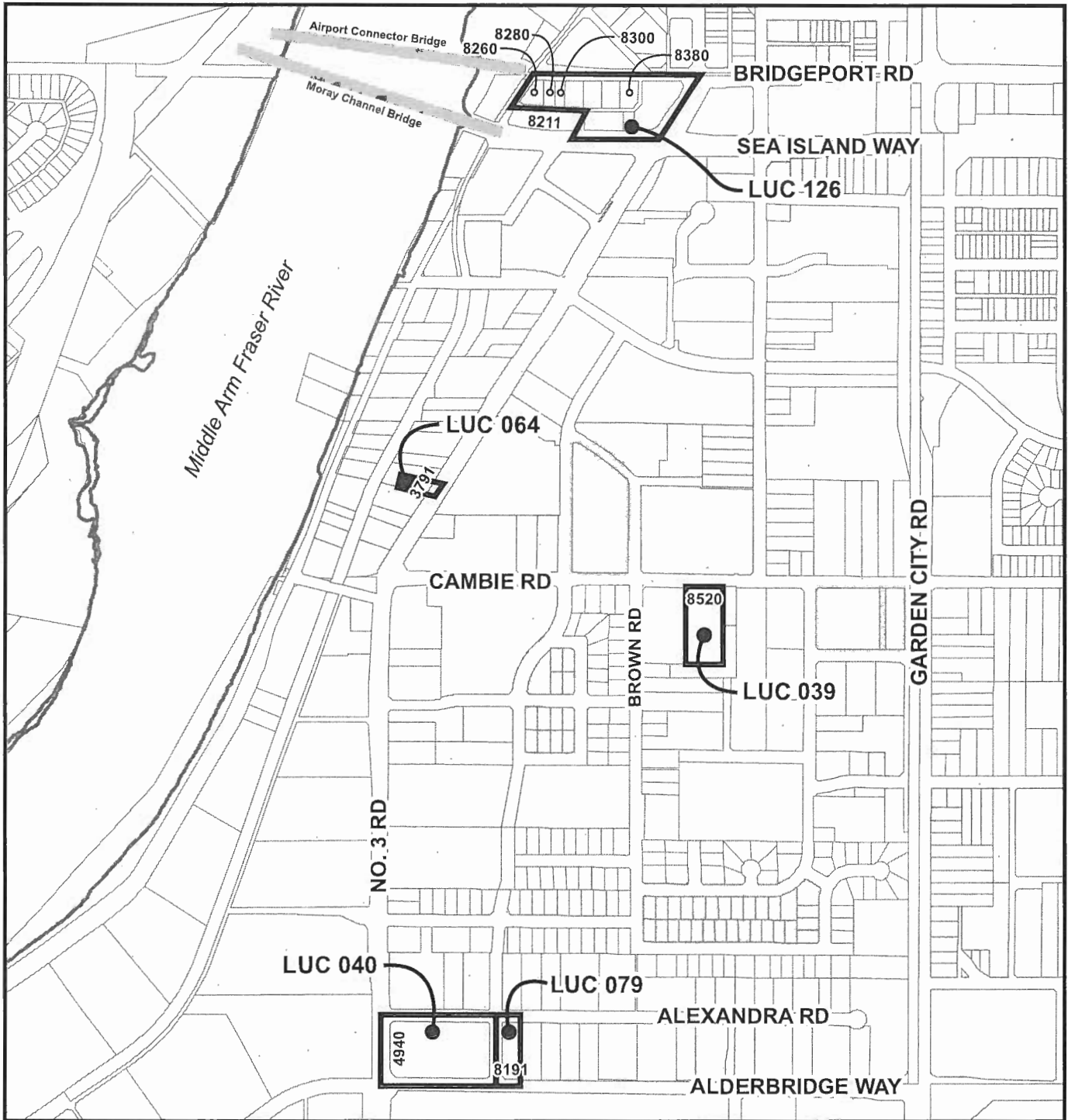


Land Use Contract 126

CNCL - 260



City of Richmond



Land Use Contracts (LUC) in City Centre (North)

Original Date: 08/24/17

Revision Date: 00/00/00

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500, Amendment Bylaw 9744
to Establish Zoning for the Property Developed
under Land Use Contract 039**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 23 (Site Specific Industrial Zones), in numerical order:

“23.13 Commercial Storage (Z113) – Cambie Road (City Centre)

23.13.1 Purpose

The **zone** provides for **commercial storage** and a secondary **residential security/operator unit**. This **zone** is for the property developed under Land Use Contract 039.

23.13.2 Permitted Uses

- **commercial storage**

23.13.3 Secondary Uses

- **residential security/operator unit**

23.13.4 Permitted Density

1. The maximum number of **commercial storage buildings** is three.
2. The maximum number of **residential security/operator units** is one.
3. The maximum **floor area** permitted is 3,800 m².
4. The maximum **floor area ratio** is 0.48.

23.13.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 48% for **buildings**.

23.13.6 Yards & Setbacks

1. For a **building** containing **commercial storage**:
 - a) the minimum **front yard** and **rear yard** is 7.0 m.
 - b) the minimum **interior side yard** is 6.0 m.

2. For a **building** containing a **residential security/operator unit**:

- a) the minimum **front yard** is 10.0 m.
- b) the minimum **interior side yard** is 3.0 m.
- c) the minimum **rear yard** is 95.0 m.

23.13.7 Permitted Heights

- 1. The maximum **height** for **buildings** is 5.0 m, but containing no more than 1 **storey**.
- 2. The maximum **height** for **accessory structures** is 9.0 m.

23.13.8 Subdivision Provisions/Minimum Lot Size

- 1. The minimum **lot area** is 8,100 m².
- 2. The minimum **lot width** is 64.0 m.
- 3. The minimum **lot depth** is 125.0 m

23.13.9 Landscaping & Screening

- 1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

23.13.10 On-Site Parking and Loading

- 1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

23.13.11 Other Regulations

- 1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply.”
- 2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown on “Schedule A attached to and forming part of Bylaw 9744” as **“COMMERCIAL STORAGE (ZI13) – CAMBIE ROAD (CITY CENTRE)”**.

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9744”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED



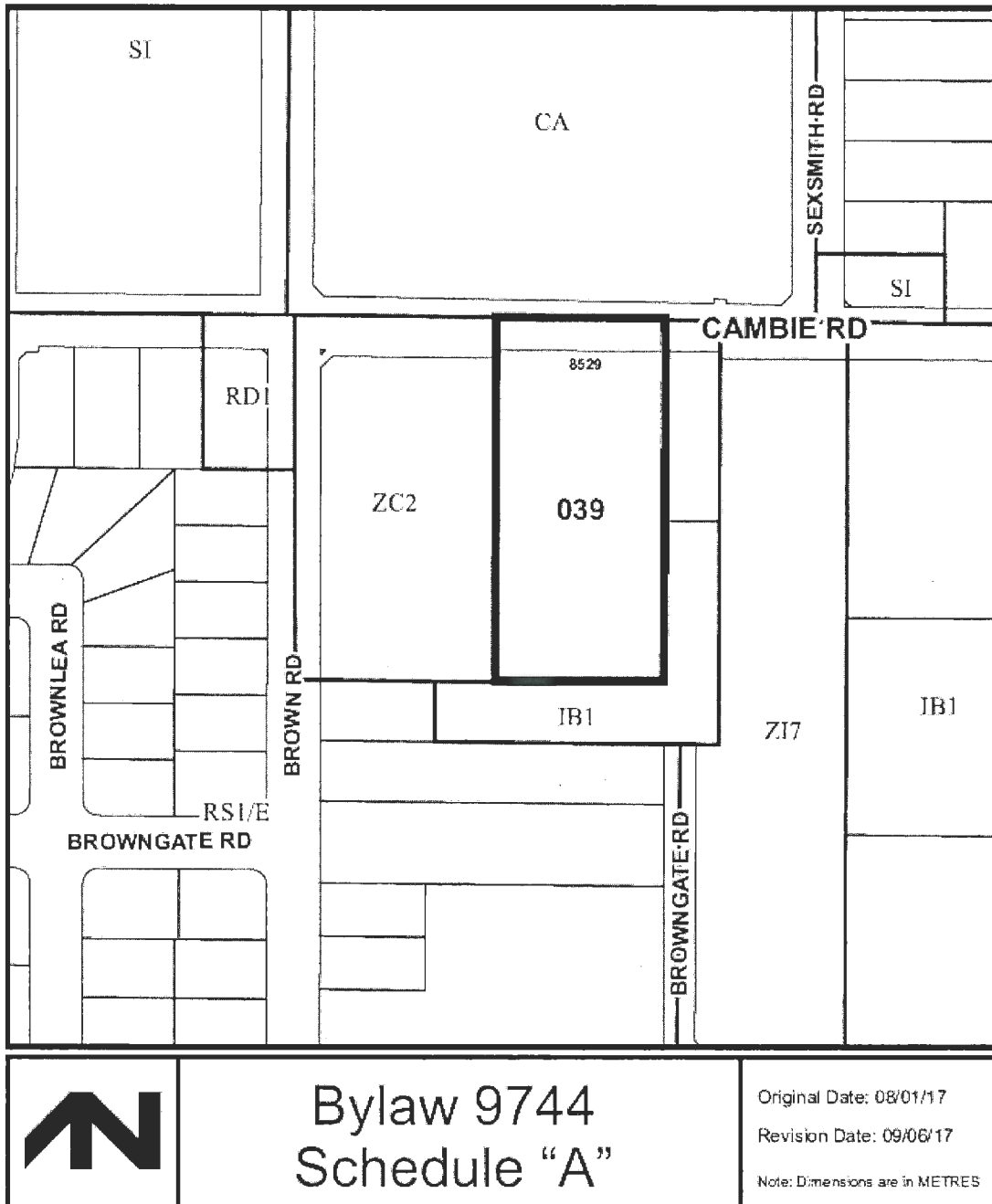
MAYOR

CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 9744



City of
Richmond





**Richmond Zoning Bylaw 8500, Amendment Bylaw 9745
to Establish Zoning for the Property Developed under
Land Use Contract 040**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 22 (Site Specific Commercial Zones), in numerical order:

“22.40 Auto-Oriented Commercial (ZC40) – No. 3 Road (City Centre)”

22.40.1 Purpose

The **zone** provides for a mix of commercial and related **uses** oriented to vehicular access. This **zone** is for the property developed under Land Use Contact 040.

22.40.2 Permitted Uses

- contractor service
- education commercial
- entertainment, spectator
- government service
- health service, minor
- hotel
- manufacturing, custom indoor
- office
- private club
- recreation, indoor
- restaurant
- retail, convenience
- retail, general
- service, business support
- service, financial
- service, household repair
- service, personal
- transportation depot
- veterinary service

22.40.3 Secondary Uses

- n/a

22.40.4 Permitted Density

1. The maximum **floor area** permitted on the **lot** is 8,766 m².
2. The maximum **floor area** permitted on the first **storey** is 4,190 m².
3. The maximum **floor area** permitted on the second and third **storeys** combined is 4,576 m².
4. The maximum **floor area ratio** is 0.60.

22.40.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 30% for **buildings**.

22.40.6 Yards & Setbacks

1. The minimum **setback** to the **lot line abutting** No. 3 Road and Alderbridge Way is 19.0 m.
2. The minimum **setback** to the **lot line abutting** Alexandra Road is 3.0 m.
3. The minimum **setback** to the **lot line abutting** Hazelbridge Way is 17.0 m.

22.40.7 Permitted Heights

1. The maximum **height** for **buildings** is 17.0 m, but containing no more than 3 **storeys**.

22.40.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 14,000 m².
2. The minimum **lot width** is 70.0 m.
3. The minimum **lot depth** is 145.0 m.

22.40.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

22.40.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except that the basic on-site parking requirement shall be a minimum of 210 **vehicle parking spaces** and a minimum of 5 on-site **loading spaces**.

22.40.11 Other Regulations

1. The following **permitted uses** shall be located on the first **storey** only:
 - a) **contractor service**
 - b) **education commercial**
 - c) **entertainment, spectator**
 - d) **government service**
 - e) **health service, minor**
 - f) **hotel**
 - g) **manufacturing, custom indoor**
 - h) **office**
 - i) **private club**
 - j) **recreation, indoor**
 - k) **restaurant**
 - l) **retail, convenience**
 - m) **retail, general**
 - n) **service, business support**
 - o) **service, financial**
 - p) **service, household repair**
 - q) **service, personal**
 - r) **transportation depot**
 - s) **veterinary service**
 2. The following **permitted use** shall be located on the second and third **storeys** only:
 - a) **office**
 3. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown on “Schedule A attached to and forming part of Bylaw 9745” as “**AUTO-ORIENTED COMMERCIAL (ZC40) – NO. 3 ROAD (CITY CENTRE)**”.

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9745”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

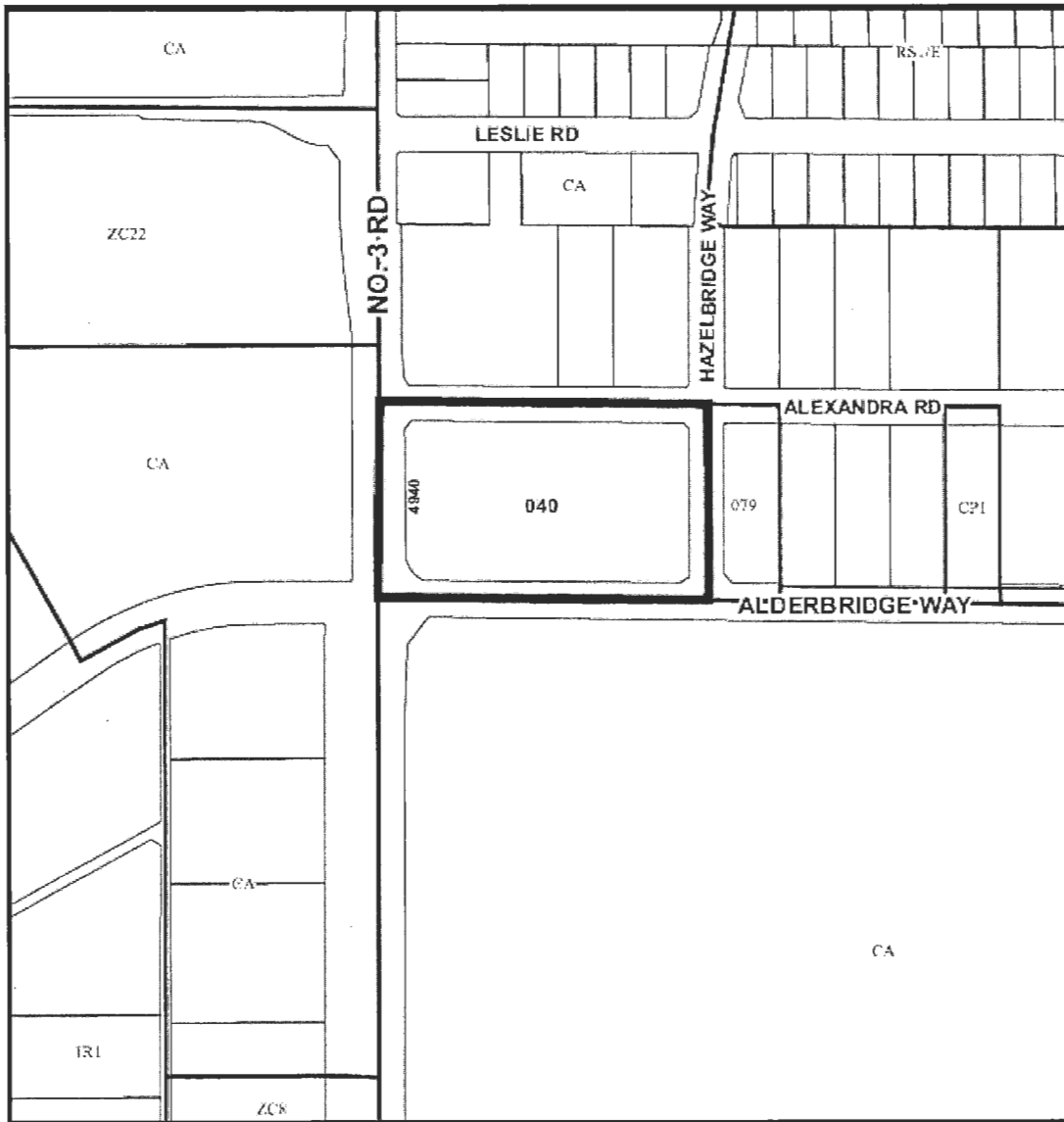
MAYOR

CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 9745



City of
Richmond



Bylaw 9745
Schedule "A"

Original Date: 08/01/17

Revision Date: 09/06/17

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500, Amendment Bylaw 9746
to Establish Zoning for the Property Developed
under Land Use Contract 064**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 22 (Site Specific Commercial Zones), in numerical order:

“ 22.41 Vehicle Sales Commercial (ZC41) – No. 3 Road (City Centre)

22.41.1 Purpose

The **zone** provides for **vehicle sale/rental**. This **zone** is for the property developed under Land Use Contract 064.

22.41.2 Permitted Uses

- **Vehicle sale/rental**

22.41.3 Secondary Uses

- **n/a**

22.41.4 Permitted Density

1. The maximum **floor area ratio** is 2.3.

22.41.5 Permitted Lot Coverage

1. There is no maximum **lot coverage** for **buildings**.

22.41.6 Yards & Setbacks

1. The minimum **front yard** is 7.6 m.
2. The minimum **setback** to one **interior side lot line** is 3.0 m.
3. There is no minimum **rear yard**.
4. Notwithstanding Section 22.41.6.2, the minimum **interior side yard** on a lot that is adjacent to **single detached housing, agriculture, and two-unit housing zones** shall be:
 - a) 3.0 m for a 1 **storey building**;
 - b) 7.5 m for a **building** containing more than 1 **storey**.

22.41.7 Permitted Heights

- 1. The maximum **height** for **buildings** is 10.7 m, but containing no more than **3 storeys**.
- 2. The maximum **height** for **accessory structures** is 9.0 m.

22.41.8 Subdivision Provisions/Minimum Lot Size

- 1. The minimum **lot width** is 15.2 m.
- 2. There is no minimum **lot depth** requirement.
- 3. The minimum **lot area** is 1,000 m².

22.41.9 Landscaping & Screening

- 1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

22.41.10 On-Site Parking and Loading

- 1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

22.41.11 Other Regulations



- 1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
- 2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown on “Schedule A attached to and forming part of Bylaw 9746” as “**Vehicle Sales Commercial (ZC41) – No. 3 Road (City Centre)**”.
- 3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9746**”.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

_____	CITY OF RICHMOND
_____	APPROVED by
_____	
_____	APPROVED by Director or Solicitor
_____	

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

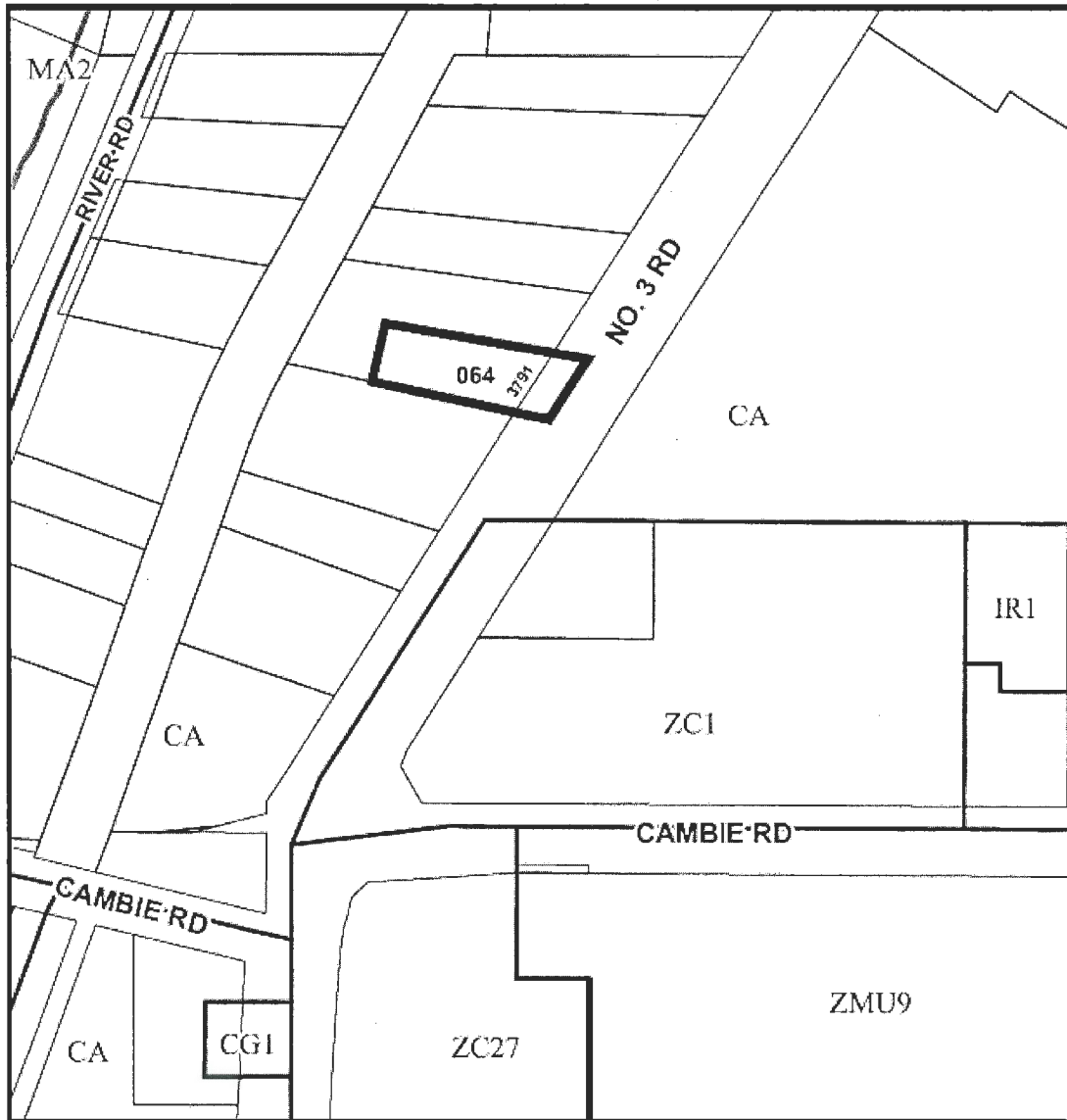
MAYOR

CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 9746.



City of
Richmond



	<p>Bylaw 9746 Schedule "A"</p>	<p>Original Date: 08/01/17 Revision Date: 09/06/17 Note: Dimensions are in METRES</p>
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**Richmond Zoning Bylaw 8500, Amendment Bylaw 9747
to Establish Zoning for the Property Developed
under Land Use Contract 079**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 22 (Site Specific Commercial Zones), in numerical order:

22.42 Restaurant Commercial (ZC42) – Alderbridge Way (City Centre)

22.42.1 Purpose

The **zone** provides for a **restaurant** and a secondary **drive-through restaurant**. This **zone** is for the property developed under Land Use Contact 079.

22.42.2 Permitted Uses

- **restaurant**

22.42.3 Secondary Uses

- **restaurant, drive-through**

22.42.4 Permitted Density

1. The maximum **floor area** permitted is 800 m².
2. The maximum **floor area ratio** is 0.27.

22.42.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 25% for **buildings**.

22.42.6 Yards & Setbacks

1. The minimum **setback** to the **lot line abutting** Alderbrige Way is 6.0 m.
2. The minimum **setback** to the **lot line abutting** Hazelbridge Way is 1.5 m.
3. The minimum **setback** to the **lot line abutting** Alexandra Road is 50.0 m.
2. There is no minimum **interior side yard** requirement.

22.42.7 Permitted Heights

1. The maximum **height** for **buildings** is 9.0 m. but containing no more than 2 **storeys**.
2. The maximum **height** for **accessory structures** is 9.0 m

22.42.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 2,800 m².
2. The minimum **lot width** is 26.0 m.
3. The minimum **lot depth** is 86.0 m.

22.42.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

22.42.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except that the basic on-site parking requirement shall be 42 **vehicle parking spaces** and one on-site **loading space**.

22.42.11 Other Regulations

1. The customer **floor area** of a **restaurant** shall be limited to a total of 222 m².
2. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown on “Schedule A attached to and forming part of Bylaw 9747” as **“RESTAURANT COMMERCIAL (ZC42) – ALDERBRIDGE WAY (CITY CENTRE)”**.
3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9747”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

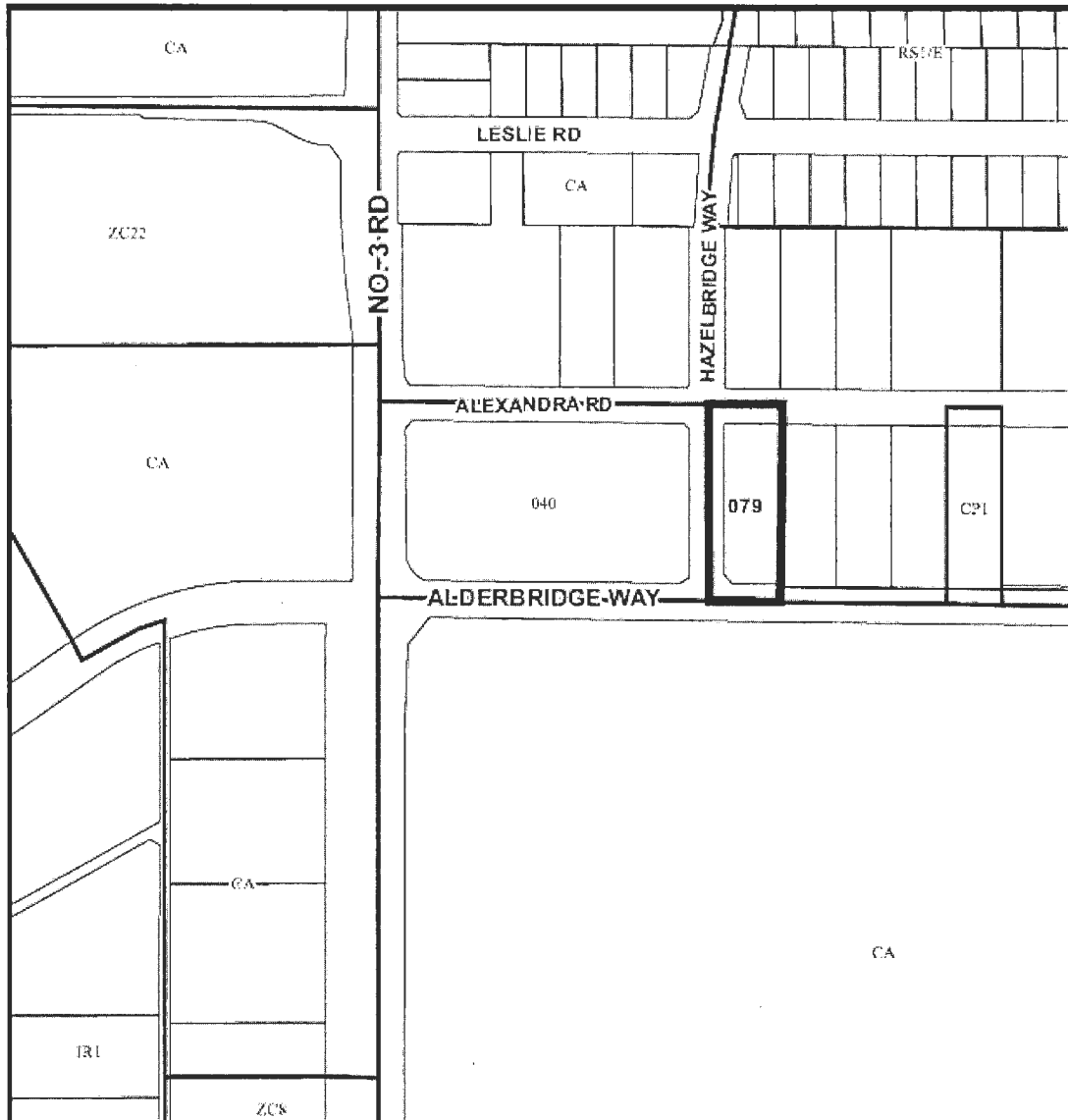
MAYOR

CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 9747



City of
Richmond



	<p>Bylaw 9747 Schedule "A"</p>	<p>Original Date: 08/01/17 Revision Date: 09/06/17 Note: Dimensions are in METRES</p>
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**Richmond Zoning Bylaw 8500, Amendment Bylaw 9748
to Establish Zoning for the Properties Developed
under Land Use Contract 126**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 22 (Site Specific Commercial Zones), in numerical order:

“22.43 Commercial (ZC43) – Bridgeport Road (City Centre)

22.43.1 Purpose

The **zone** provides for commercial **uses**. This **zone** is for the properties developed under Land Use Contact 126.

22.43.2 Permitted Uses

- contractor service
- entertainment, spectator
- equipment, minor
- manufacturing, custom indoor
- office
- recreation, indoor
- restaurant
- retail, general
- service, business support
- service, household repair

22.43.3 A. Secondary Uses

- n/a

22.43.3 B. Additional Uses

- commercial vehicle parking and storage
- fleet service
- parking, non-accessory
- vehicle rental, convenience

22.43.4 Permitted Density

1. The maximum **floor area ratio** is 0.35, except that a **lot** with a **lot area** of less than 450 m² shall not be used as the site of a **building**.

22.43.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 35% for **buildings**.

22.43.6 Yards & Setbacks

1. The minimum **front yard** is 7.5 m.
2. There is no minimum **interior side yard**, except that for the following listed site, the minimum eastern **interior side yard** is 3.0 m:
 - a) 8380 Bridgeport Road
P.I.D. 001-209-744
Lot 82 Section 28 Block 5 North Range 6 West New Westminster
District Plan 56425.
3. The minimum **exterior side yard** is 7.5 m
4. The minimum **rear yard** is 3.0 m.

22.43.7 Permitted Heights

1. The maximum **height** for **buildings** is 11.0 m, but containing no more than **3 storeys**.
2. The maximum **height** for **accessory structures** is 9.0 m.

22.43.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 695 m².
2. The minimum **lot width** is 15.0 m
3. There is no minimum **lot depth** requirement.

22.43.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

22.43.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

22.43.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply.

2. **Commercial vehicle parking and storage, fleet service, and parking, non-accessory** is only permitted on the following listed sites:

- a) 8280 Bridgeport Road
P.I.D. 004-274-059
Lot B Section 28 Block 5 North Range 6 West New Westminster District
Plan 71920
- b) 8300 Bridgeport Road
P.I.D. 024-947-954
Lot 1 Section 28 Block 5 North Range 6 West New Westminster District
Plan LMP48700

3. **Vehicle rental, convenience** is only permitted on the following listed sites:

- a) 8300 Bridgeport Road
P.I.D. 024-947-954
Lot 1 Section 28 Block 5 North Range 6 West New Westminster District
Plan LMP48700 ”

2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown as Area “A” on “Schedule A attached to and forming part of Bylaw 9748” as **“Commercial (ZC43) – Bridgeport Road (City Centre)”**.

3. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown as Area “B” on “Schedule A attached to and forming part of Bylaw 9748” as **“Auto-Oriented Commercial (CA)”**.

4. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9748”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED



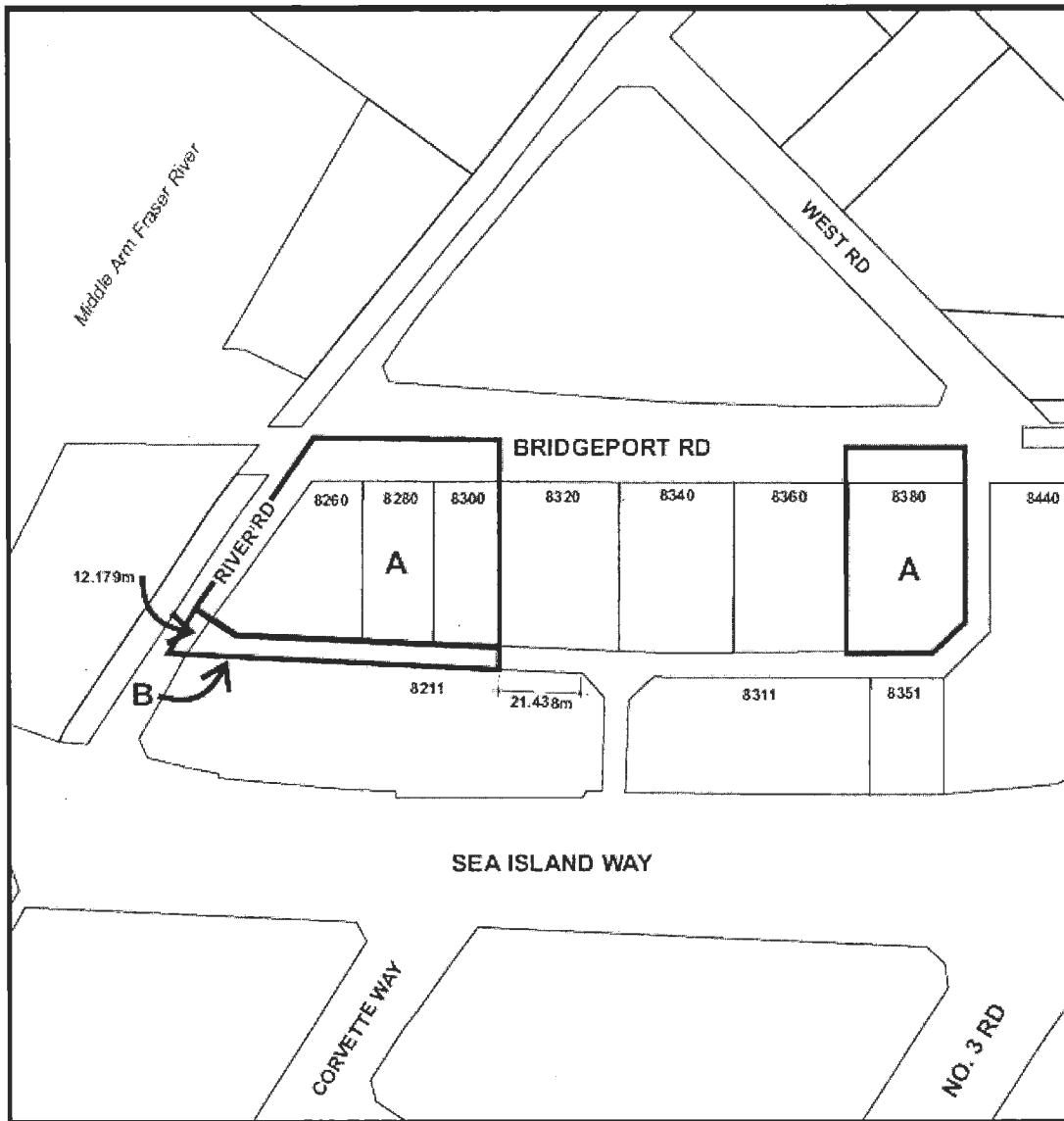
MAYOR

CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 9748



City of
Richmond



Bylaw 9748
SCHEDULE "A"

Original Date: 08/18/17

Revision Date: 09/06/17

Note: Dimensions are in METRES



To: Public Works and Transportation Committee **Date:** August 22, 2017
From: Victor Wei, P. Eng.
 Director, Transportation **File:** 10-6450-09-01/2017-
 Vol 01
Re: **River Road - Proposed Additional Road Safety Enhancement Measures**

Staff Recommendation

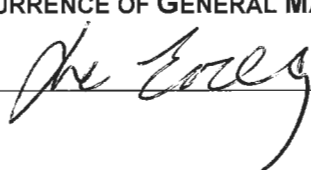


1. That Option 2 as described in the staff report titled “River Road – Proposed Additional Road Safety Enhancement Measures” dated August 22, 2017 from the Director, Transportation, be endorsed for implementation as part of on-going city-wide efforts to improve safety for road users.

2. That Richmond RCMP be requested to establish regular speed and vehicle weight enforcement on River Road between No. 6 Road and Westminster Highway as a complementary road safety enhancement measure to Recommendation 1.



Victor Wei, P. Eng.
 Director, Transportation
 (604-276-4131)

Att. 2

REPORT CONCURRENCE		
ROUTED TO: Finance Engineering Fire Rescue RCMP	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At the June 26, 2017 Council meeting, Council considered a report on proposed road safety enhancement measures for River Road east of No. 6 Road and directed staff to “consult with the area residents and businesses on River Road between No. 6 Road and Westminster Highway on the proposed installation of speed humps and report back with the outcome.” This report responds to the referral and recommends the implementation of speed humps and increased enforcement to improve traffic safety in this location.

This report supports Council’s 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

This report supports Council’s 2014-2018 Term Goal #3 A Well-Planned Community:

3.3. Effective transportation and mobility networks.

Analysis

Road Safety Measures Currently being Implemented

At the June 26, 2017 Council meeting, Council endorsed the immediate implementation of the following road safety measures on River Road between No. 6 Road and Westminster Highway:

- New “Single File” signage along with complementary “sharrow” pavement markings;
- Conversion of the existing solid double yellow centreline to a dashed single yellow centreline at select locations where it is safe for motorists to change lanes safely to pass;
- Installation of new “Caution” signs to advise motorists to expect large volumes of cyclists on the roadway during weekends; and
- Removal of remaining raised pavement markers (cat’s eyes) and replacement with reflective delineator posts mounted in the gravel shoulder.

Implementation of these measures has commenced and is anticipated to be completed in Fall 2017.

Consultation on Proposed Installation of Speed Humps

In July 2017, letters were mailed to area owners, occupants and businesses to seek their feedback regarding the proposed installation of a total of 20 additional speed humps at a spacing of 300 metres on River Road between No. 7 Road and Westminster Highway (Attachment 1). The section of River Road between No. 6 Road and No. 7 Road was not considered for the placement of speed humps due to the relatively high volume of truck traffic along that segment of the roadway.

A total of 47 responses were received within the survey deadline, which is a 49% response rate based on 96 unique property addresses. Of the 47 respondents, 28 (60%) oppose and 19 (40%) support the installation of speed humps.

Of the respondents who are in favour of the installation of the speed humps, virtually all cite a desire to slow speeding motorists and increase safety for all road users as their primary reasons for support.

Of the respondents who are not in favour of the installation of speed humps, commonly cited reasons include inconvenience to residents, perceived increased noise and wear to residents' vehicles, concerns with the safety of speed humps, and the ineffectiveness of speed humps to reduce motorists' speeds. Some respondents suggested that preferred solutions were widening the roadway to accommodate cycling and pedestrian facilities and/or increased enforcement with truck traffic in particular to be targeted for both speed and vehicle weight violations as drivers are perceived to be disobeying the existing 30 km/h speed limit and nine tonne weight limit for commercial vehicles in place on River Road between No. 7 Road and Westminster Highway.

Concerns of Residents Opposed to Installation of Speed Humps

Staff offer the following information and comments in response to the common concerns cited by residents not in favour of the installation of the speed humps.

- *Inconvenience, Noise and Wear to Vehicles*: While there may be a perception of these potential impacts, in fact the proposed additional speed humps would be designed to accommodate the safe operation of a vehicle at a speed up to 50 km/h (or 30 km/h for trucks). Thus, motorists travelling at the posted speed of 50 km/h (or 30 km/h for trucks) would be able to maintain their speed when traversing the speed hump without causing noise, wear to their vehicles or damage to any contents of their vehicles (e.g., farm produce).
- *Safety*: The design of the proposed speed humps is the same as those currently in place on Gilbert Road south of Steveston Highway, which is also a two lane rural road with open watercourses on both sides. These latter speed humps have been in place since 2011 and staff are not aware of any road safety issues arising from their installation nor at other locations with similar speed humps. Test runs using a fire truck also confirmed that the Gilbert Road speed humps would not negatively impact emergency response time.
- *Effectiveness*: There are a number of roadways in Richmond where speed humps have been installed to address concerns of speeding. Pre and post traffic surveys of vehicle speeds on these roadways have consistently shown that speed humps are an effective means of ensuring motorists travel at the posted speed limits.
- *Road Widening*: As noted in the previous staff report, staff will review the feasibility of widening River Road between No. 6 Road and Westminster Highway with a view to further enhancing road safety as part of the long-term concept for the phased Dike Master Plan process. Widening of this roadway in the interim is not feasible due to existing physical constraints.

- *Truck Traffic:* While there is a nine tonne weight limit for commercial vehicles in place on River Road between No. 7 Road and Westminster Highway, such truck activity is permitted when generated by local businesses located on this section of River Road, which may account for respondents' perceptions that trucks are disobeying the weight limit.

In addition, crash statistics from Richmond RCMP for the period 2011 to 2016 indicate a total of 45 crashes involving 84 vehicles and seven cyclists that resulted in 24 injuries and two fatalities. Of these, the cause of over one-half of the collisions was attributed to human factors including speed, inattentiveness and fatigue. With respect to enforcement, nearly 100 violations have been issued since 2015 with over one-third related to speed and nearly 20% related to excessive speed (i.e., more than 40 km/h over the posted speed limit). For 2017 to date, 13 speed-related violations have been issued with one-half of those for excessive speed.

Proposed Additional Road Safety Enhancement Measures

Based on the survey results and comments received, staff propose the following two options.

Option 1: Status Quo

No additional speed humps would be installed. Richmond RCMP would be requested to provide increased speed and vehicle weight enforcement on River Road between No. 6 Road and Westminster Highway as resources and other priorities allow.

Option 2: Install Additional Speed Humps (Recommended)

Given the physical constraints of the roadway, speed humps are the only practical traffic calming measure. Therefore, notwithstanding the survey results, 20 additional speed humps would be installed on River Road between No. 7 Road and Westminster Highway based on the following rationale:

- Consistent feedback from cyclists and area residents (even those opposed to the installation of speed humps) that car and truck speeds are a primary concern;
- Demonstrated effectiveness of speed humps to safely manage motorists' speeds without damage to vehicles or their contents;
- Historical crash and enforcement statistics from Richmond RCMP that indicate an on-going issue with speeding motorists that cannot be resolved solely through enforcement; and
- The proposed speed humps have been proven to be safe and comfortable for all road users including cars, trucks and cyclists provided that road users adhere to the existing speed limits of 50 km/h for cars and 30 km/h for trucks.

Similar to Option 1, Richmond RCMP would be requested to provide speed and vehicle weight enforcement on River Road between No. 6 Road and Westminster Highway as a complementary measure as resources and other priorities allow.

Due to the length of roadway segment (approximately 6.7 kms) and the resulting number of speed humps (total of 26), the traditional speed hump design (i.e., that in place on Gilbert Road) would be modified to a "speed cushion" that has two channels of flat asphalt spaced at the inner track width of a fire vehicle to allow passage of the truck through the device without having to

go over the hump (Attachment 2), which would ensure that response times for Richmond Fire-Rescue are not impacted by the traffic calming measure. This modified design would also mitigate concerns from residents that the proposed speed humps would be an inconvenience and/or cause damage to vehicles.

In August 2017, follow up letters were mailed to the same area owners, occupants and businesses on River Road that received the July 2017 survey to advise of the results of the survey and that staff would be presenting a report on the outcome to Council for consideration.

Financial Impact

For Option 2, the proposed 20 additional speed humps and associated signage have a total estimated cost of \$100,000 and would be funded from the Council-approved 2015 Traffic Calming Program.

Conclusion

Upon careful review of the comments provided by the survey respondents, staff recommend the installation of 20 additional speed humps on River Road as an effective traffic safety measure to address on-going concerns of motorist speeding.

Although 60% of the survey responses indicated non-support for the proposed speed humps, the reasons cited for the opposition were found by staff to be primarily based on personal perceptions. Staff assessment was based on technical analysis prior to developing the recommendation.

As speeding continues to be a continuing potential safety issue and concern of the area residents and businesses, the only effective means to minimize this undesirable driver behaviour would be to install physical deterrents such as speed humps as a long term measure, along with the regular presence of complementary speed enforcement.



For: Joan Caravan
Transportation Planner
(604-276-4035)

Att. 1: City Letter re Traffic Calming Survey sent to River Road Owners/Occupants
Att. 2: Functional Design of Proposed Speed Cushion



City of
Richmond

Mailed out
July 18/17
(L)

6911 No. 3 Road,
Richmond, BC V6Y 2C1
www.richmond.ca

COPY

July 17, 2017
File: 10-6450-09-01/2017-Vol 01

Planning and Development Division
Transportation
Fax: 604-276-4132

To: Owner / Occupant – River Road (No. 7 Road to Westminster Highway)

Re: Proposed Traffic Calming Measure (Speed Humps) on River Road (No. 7 Road to Westminster Highway)

In November 2016, Richmond City Council directed staff to review the traffic conditions on River Road in the area of a fatal crash involving a cyclist. Although the RCMP reported that roadway design was not a contributing factor to the incident, City Council subsequently approved the implementation of enhanced traffic signage and roadway pavement markings as on-going improvements to enhance traffic safety on River Road. City Council also directed staff to consult with area residents and businesses on River Road, between No. 7 Road and Westminster Highway, regarding the proposed installation of vehicle speed humps to address concerns expressed regarding speeding motorists.

Transportation staff conducted and have now completed traffic reviews of the subject location of River Road to determine the extent of any traffic problem. The results of the traffic reviews indicate that there are incidences of motorists speeding on River Road. Staff have advised the Richmond RCMP – Traffic Section of the study results and the RCMP have added this location to their traffic enforcement schedule for times when vehicle speeding is prevalent.

Since the vehicle speed enforcement by the Richmond RCMP cannot be continuous, the City proposes the installation of vehicle speed humps along River Road, between No. 7 Road and Westminster Highway. These speed humps will be in addition to the existing 6 speed humps in the 18,000 block of River Road. The speed humps (Attachment 1) would be spaced at 300 metre intervals along River Road to allow for the timely response times for emergency services. The proposed additional speed humps are designed to accommodate the safe operation of a vehicle of a speed up to 50-km/h. Similar speed humps can be found on Gilbert Road south of Steveston Highway, as also shown in Attachment 1. The installation of additional speed humps on River Road would reduce vehicle speeds in the area as well as slow traffic in general - enhancing traffic safety for drivers, pedestrians and cyclists.

Prior to the installation of the proposed speed humps on River Road, the City would like to determine if there is support for the proposed speed humps and receive any comments from residents and businesses in the affected area. Should there be support for the installation of the proposed speed humps, the City will proceed with the installation of the vehicle speed humps as per the aerial sketch shown in Attachment 1.

Please review and complete the enclosed survey form and return it to the City in the enclosed postage paid envelope by the deadline of: **Monday July 31, 2017**. The survey results will be shared with you in a follow-up letter once all comments have been compiled.

If you have any questions regarding the survey, please contact me at 604-276-4388.

Yours truly,

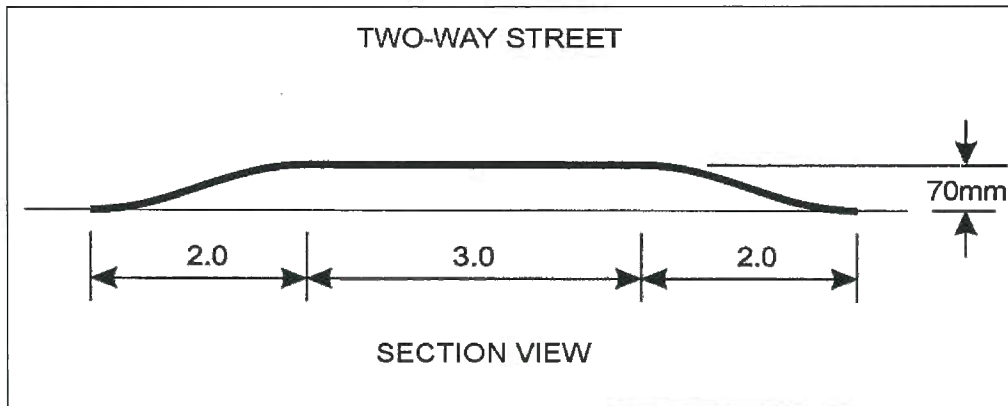
Cameron Robertson
Traffic Technician 1

Att. 2

5465197



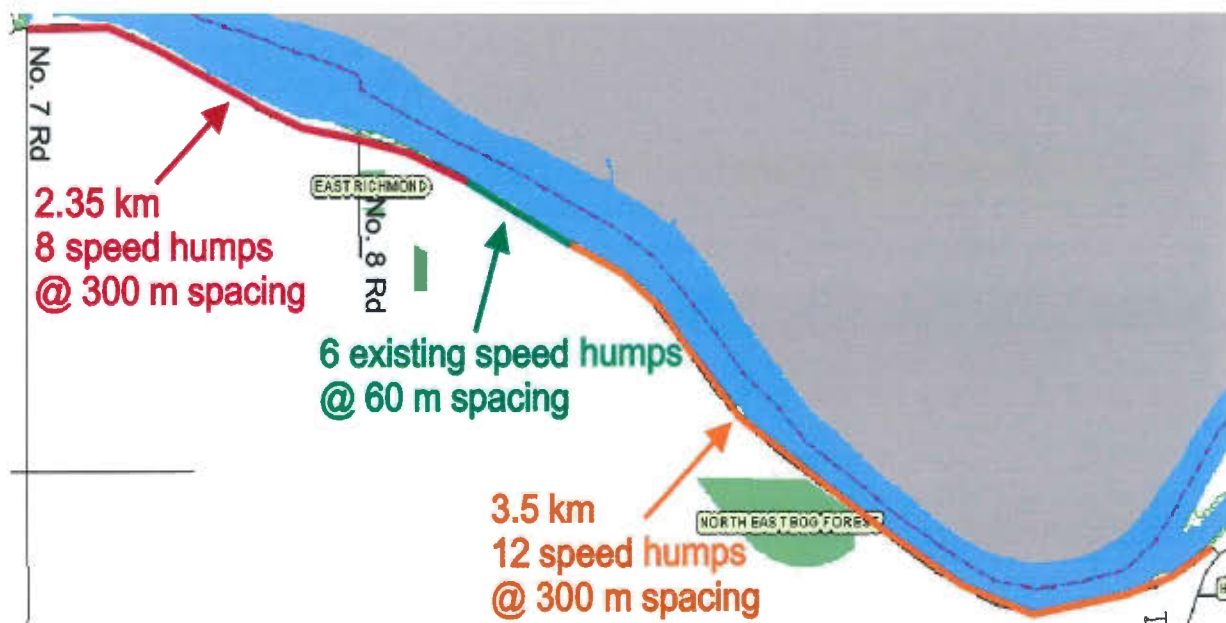
CNCL - 288



Typical Dimensions of Speed Hump (as proposed)



Example of Existing Speed Hump (as proposed) on Gilbert Road (south of Steveston Highway)



River Road (No. 7 Road - Westminster Highway) – Proposed Locations of Speed Humps

NEIGHBOURHOOD SURVEY
Proposed Traffic Calming Measure (Speed Humps)
River Road (No. 7 Road to Westminster Highway)

Name:

(Please Print)

Address:

Telephone Number:

Please mark one of the following:

I am **in favour** of installing speed humps on River Road (No. 7 Road to Westminster Highway)

Reason: _____

I am **not in favour** of installing speed humps on River Road (No. 7 Road to Westminster

Reason: _____

Other Comments:

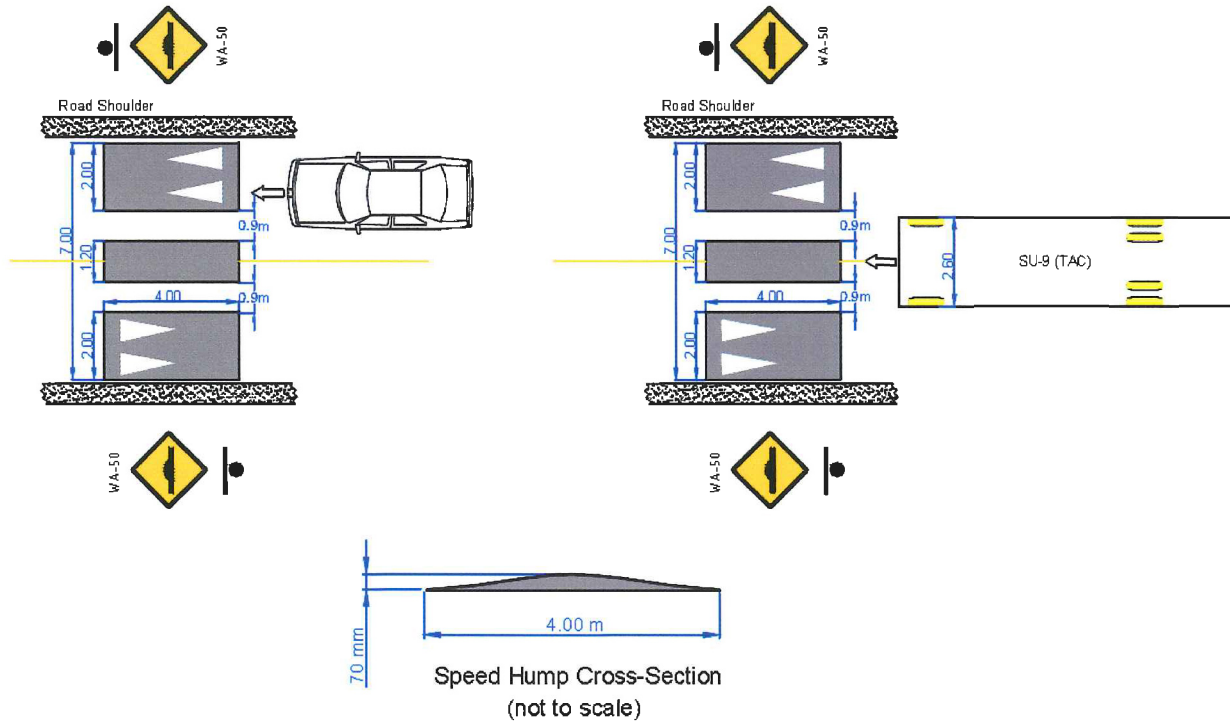
Signature: _____ Date: _____

Please enclose the completed survey form in the postage paid, addressed envelope provided and return to the City by: **Monday July 31, 2017.**

Thank you for your participation in this survey.

City of Richmond
Cameron Robertson, Traffic Technician
Transportation Department
July 17, 2017

Functional Design of Proposed Speed Cushion






City of Richmond

Report to Committee

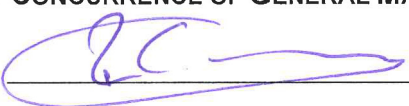


To: Public Works and Transportation Committee **Date:** August 24, 2017
From: John Irving, P.Eng. MPA **File:** 10-6060-05-01/2017-
 Director, Engineering Vol 01
Re: **Restriction of Groundwater Discharge to City Drainage and Sanitary Systems**

Staff Recommendation

That the Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9751 be introduced and given first, second and third readings.


 John Irving, P.Eng. MPA
 Director, Engineering
 (604-276-4140)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	
Sewerage & Drainage	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The City's drainage system capacity is designed to convey stormwater, which is defined as surface water due to rainfall or other precipitation. It has been a City practice to restrict groundwater, defined as water found beneath the surface of the ground, from discharging into the City drainage system except for construction dewatering. Amending bylaw No. 7551 – Drainage, Dyke, and Sanitary Sewer System will place clear limitations on what are allowable discharges into City drainage and sanitary systems. This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.

6.1. Safe and sustainable infrastructure.

6.2. Infrastructure is reflective of and keeping pace with community need.

Introducing groundwater into the City drainage or sanitary systems increases City costs and the risk of overloading infrastructure. Eliminating the excess input from groundwater sources will allow the City to plan according to actual demand and reduce the rate of wear on City assets.

Analysis

The following is a summary of the proposed changes for Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551:

- Changes to make clear the discharge restriction of groundwater from private properties into the City drainage or sanitary systems. No groundwater shall be caused to or be allowed to enter into City ditches, pipes, catch basins and so forth unless if approved by the General Manager, Engineering & Public Works.
- Include the definition of "groundwater".

Financial Impact

None

Conclusion

It has long been a City practice to restrict groundwater discharge into City owned drainage and sanitary systems except for construction dewatering. Eliminating groundwater discharges into City infrastructure will result in right-sized designs and lower replacement costs due to reduced loading. Amending bylaw No. 7551 will further promote Council's 2014-2018 term goal #6 for safe, sustainable infrastructure that keeps up with community needs.

August 24, 2017

- 3 -

Engineering endorses this amendment and recommends that it is adopted into bylaw No. 7551–
Drainage, Dyke, and Sanitary Sewer System.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(604-276-4075)

LB:cc

Att. 1: Drainage, Dyke, and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw
No. 9751



City of Richmond

Bylaw 9751

Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9751

The Council of the City of Richmond enacts as follows:

- 1. Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, as amended, is further amended at Section 1.1.1 by inserting the following and new subsection 1.1.1(c) and renumbering the remaining subsections:

“(c) ensure that no **groundwater** originating from such **property owner’s** property is discharged into the **City drainage system** or the **City sanitary sewer** system, unless otherwise permitted by the **General Manager of Engineering & Public Works**; and”.

- 2. Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, as amended, is further amended at Section 5.1 by inserting the following definition in alphabetical order:

“**GROUNDWATER** means water found beneath the surface of the ground.”.

- 3. This Bylaw is cited as “**Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 9751**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating Division <i>UB</i>
APPROVED for legality by Solicitor <i>JA</i>

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Public Works and Transportation Committee
From: John Irving, P.Eng. MPA
 Director, Engineering
Re: Shell Road North Drainage Pump Station

Date: August 9, 2017
File: 10-6340-20-
 P.16308/Vol 01

Staff Recommendation

That the design concept for the Shell Road North Drainage Pump Station as detailed in Attachment 1 of the staff report titled "Shell Road North Drainage Pump Station" dated August 9, 2017 from the Director, Engineering be approved.

John Irving, P.Eng. MPA
 Director, Engineering
 (604-276-4140)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks Services Sewerage & Drainage	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The Shell Road North Drainage Pump Station was constructed in the 1970's. Council approved an upgrade to this drainage pump station as part of the 2016 Capital Program. Staff have advanced the design to the point whereby the general layout and architectural features have been identified.

The purpose of this report is to provide Council information regarding the intended pump station layout, including potential architectural and landscape features.

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.

Analysis

The City's extensive flood protection and drainage system includes 49 kilometres of dikes, a series of ditches/canals, underground pipe and 41 drainage pump stations. The drainage system is designed to prevent the City from flooding during up to a 1:10 year rainfall event.

The existing Shell Road North Drainage Pump Station services the area approximately bounded by the midpoint between Shell Road and No.4 Road, the midpoint between Shell Road and No. 5 Road, and Granville Avenue to the south. This station was constructed in the 1970's, contains old, antiquated equipment and is in need of a pumping capacity increase to adequately meet current flood protection standards.

Design of the upgraded Shell Road North Drainage Pump Station commenced earlier in 2017 and has advanced to a point whereby the general layout and architectural features have been identified (Attachment 1).

In general, the architectural character is responding to the utilitarian aspects of the building functions and the backdrop of the south shore of the North Arm of the Fraser River. The design includes two structures, one is the modified existing wet well/flood box structure, and the other is the proposed new Motor Control Center (MCC)/Generator building with stairs for access between both buildings. The conceptual design allows for low maintenance in response to potential vandalism and additionally takes advantage of the opportunity to be perceived as an amenity for local recreational users of the Bridgeport recreational trail that ends on the west side of the site.

Architectural landscape elements of this pump station will celebrate the stories of water and land using the watercourse mapping cast in concrete façade of the MCC/Genset building, and the geologic map of sediment deposits formed by the course of the river delta in concrete façade of the modified wet well/flood box structure. Both mapping casts provide an opportunity for education and graphical symbolism to be integrated within the infrastructure, along with an

opportunity to encourage an understanding of the river and surrounding land. As the detailed design progresses, these features will continue to be refined and integrated into the overall project.

This station is also incorporated into the existing and future dike trail system along the north dike. Accordingly, the pump station maintenance accesses will be appealing and complimentary to the existing and future trails while at the same time providing the necessary means for pump station operations and maintenance activities. It is also proposed that short sections of the adjacent dike be raised to 4.7 metres geodetic, which is consistent with the City's Long Term Flood Management Strategy to address sea level rise. The pump station components will be designed to accommodate future dike raising to 5.5 metres geodetic if required. The current elevation of the dike is approximately 3.3 metres geodetic.

It is anticipated that design will be completed by Fall 2017, with construction to follow thereafter.

Financial Impact

Funding to complete the Shell Road North Drainage Pump Station upgrades has been approved by Council as part of the 2016 Capital Program.

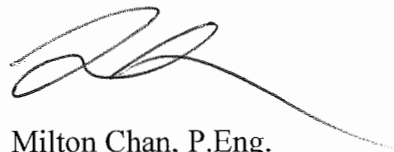
This project is included in the 2016 Flood Protection Program. The Province of British Columbia is providing the City with \$16.63M for the replacement of 4 drainage pump stations and approximately 1.2km of dike upgrades. The provincial funding is based on a 2/3 to 1/3 provincial to municipal share of eligible costs.

Conclusion

The Shell Road North Drainage Pump Station has been approved in the 2016 Capital Program. Design has progressed to the point where the general layout and architectural features/opportunities have been identified. Subject to Council's support, work will continue on advancing the design concept to a full detailed design.



Elena Paller, P.Eng.
Project Engineer
(604-276-4023)



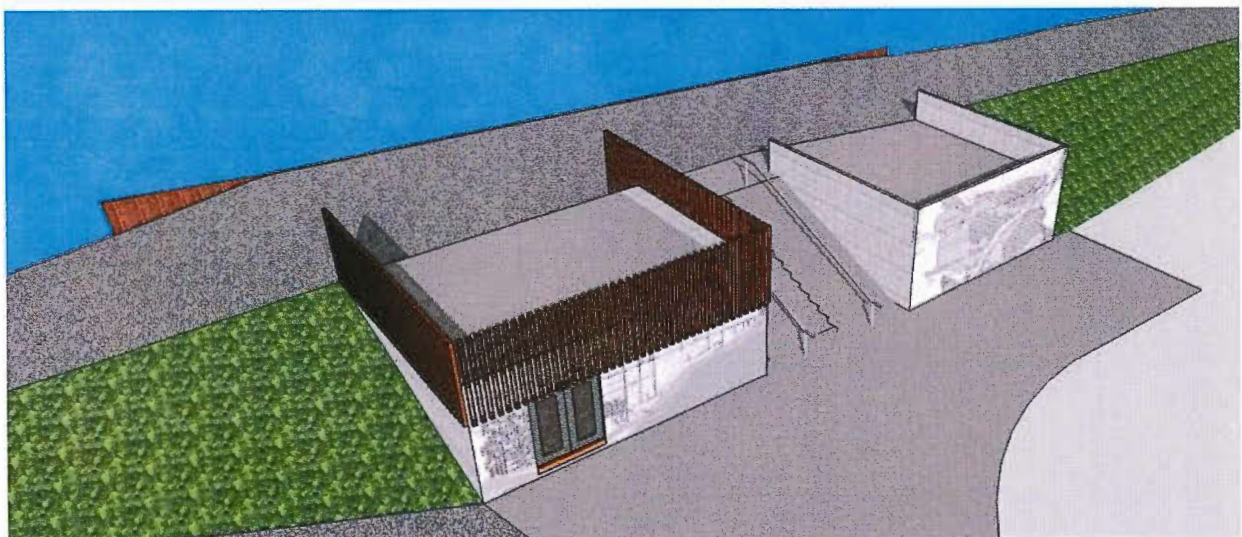
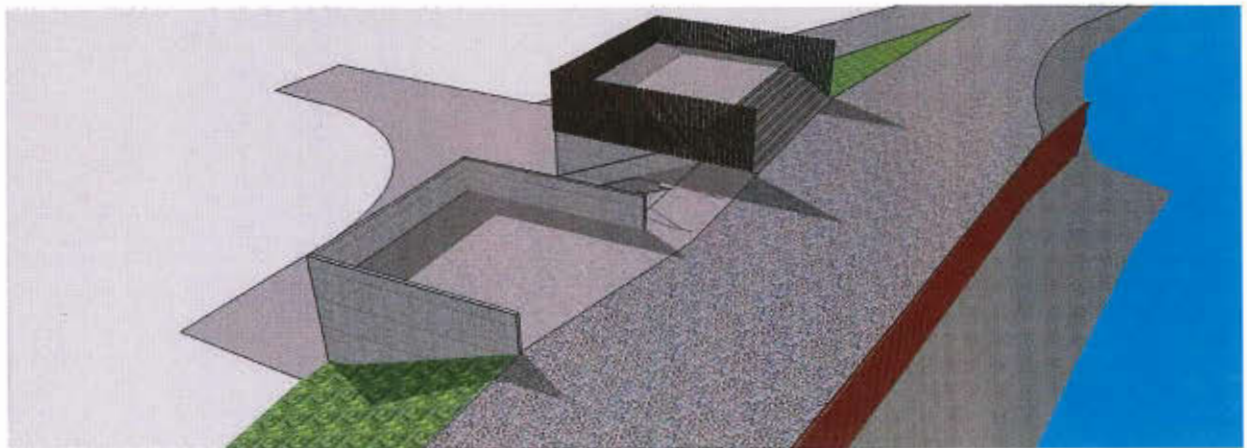
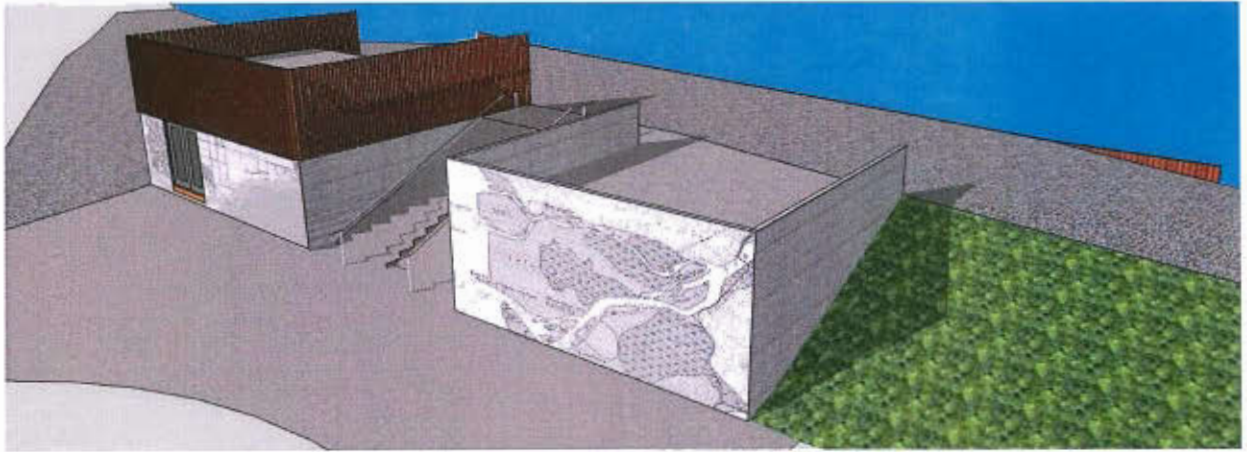
Milton Chan, P.Eng.
Manager, Engineering Design and Construction
(604-276-4377)

EP:ep

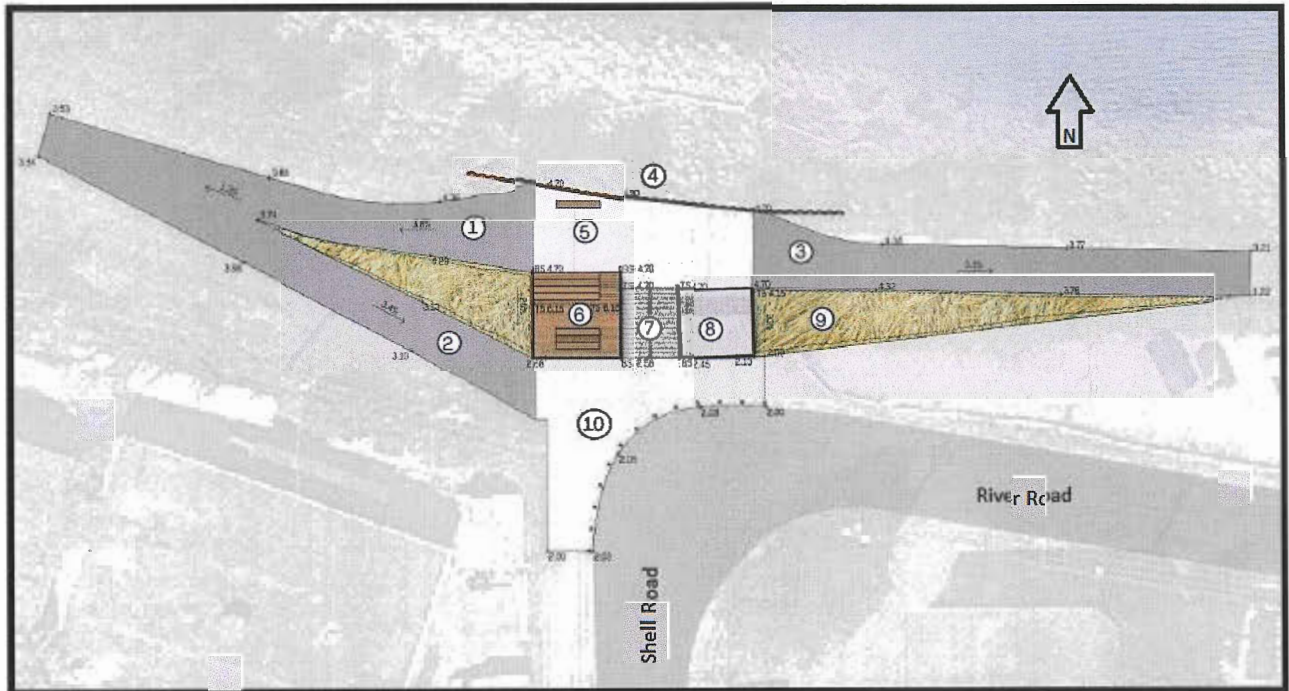
Att. 1: Shell Road North Pump Station

Attachment 1 - Shell Road North Pump Station Preliminary Design Images

1. 3D Renderings – Multiple views

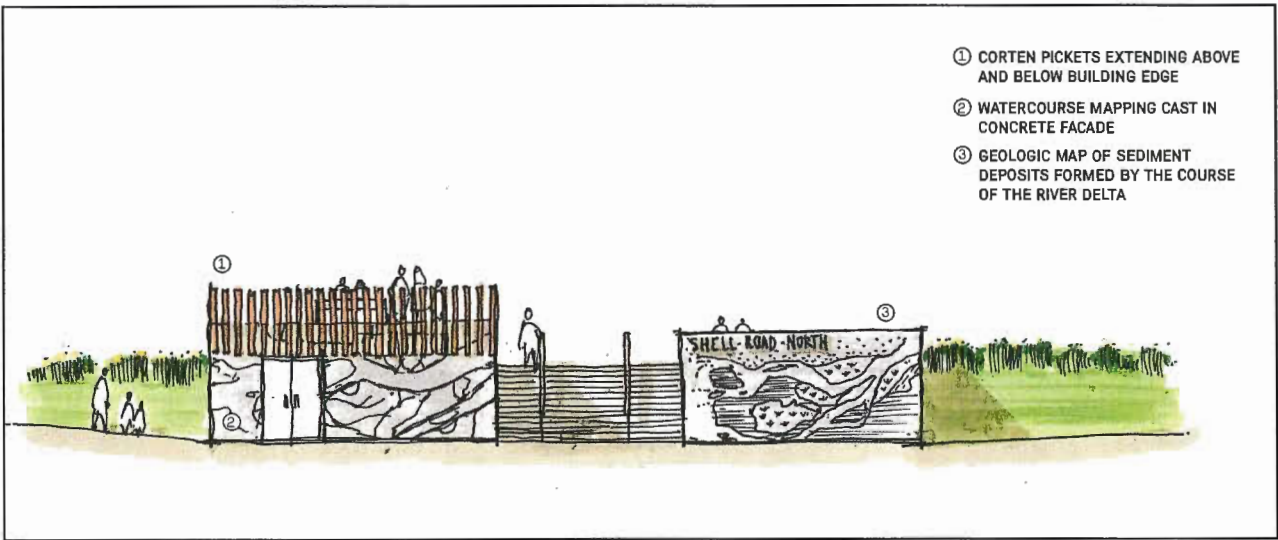


2. General Site Location

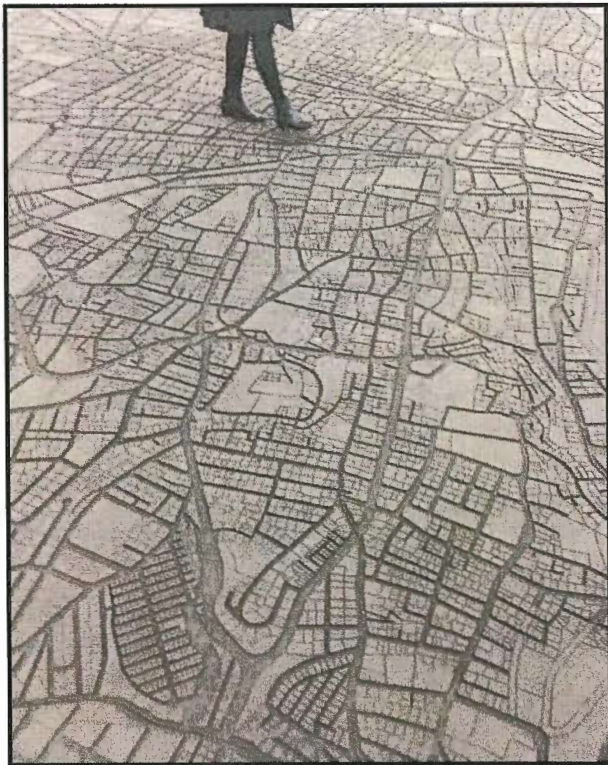


- 1) ASPHALT DIKE TRAIL / ACCESS
- 2) ASPHALT DIKE TRAIL / ACCESS
- 3) ASPHALT DIKE TRAIL / ACCESS
- 4) NEW SHEET PILE RETAINING WALL
- 5) CIP CONCRETE PAVING WITH HEAVY TIMBER SEATING FOR VIEWING ON DIKE
- 6) WOOD DECKING ON TOP OF GENSET WITH HEAVY TIMBER SEATING
- 7) FOLDED STEEL, WOOD, OR CONCRETE STAIR WITH BIKE RAMP AND HANDRAIL CONTINUOUS WITH GUARDRAILS
- 8) CIP CONCRETE PAVING ON TOP OF GENSET
- 9) NATIVE GRASS PLANTING
- 10) CIP CONCRETE PAVING WITH BOLLARDS TO RESTRICT VEHICULAR ACCESS AND DISCOURAGE PEDESTRIAN CROSSING OF SHELL ROAD

3. View of Shell Road North Pump Station (looking North)



4. Sample Map Image in Concrete



5. Sample Corten Picket Railing





City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
Date: August 24, 2017

From: Cathryn Volkering Carlile
 General Manager, Community Services
File: 07-3190-01/2017-Vol 01

Re: **Recreation Fee Subsidy Program – Proposed Program Revision and Consultation Results**

Staff Recommendation

1. That revisions to the Recreation Fee Subsidy Program and funding strategy as outlined in the report titled “Recreation Fee Subsidy Program – Proposed Program Revision and Consultation Results,” dated August 24, 2017 from the General Manager, Community Services, be adopted;
2. That staff bring forward a progress report to Council on Recreation Fee Subsidy Program participation after one year of implementation, and a final evaluation report after two years of implementation that includes any recommended adjustments to the program and a long-term funding strategy; and
3. That the age at which seniors pricing takes effect in the City’s Community Services programs and services shift from 55 to 65 years of age, concurrent with implementation of the updated Recreation Fee Subsidy Program.

Cathryn Volkering Carlile
 General Manager, Community Services
 (604-276-4068)

Att. 7

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Information Technology	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Richmond Olympic Oval	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO (Deputy)

Staff Report

Origin

This report has been written in response to the staff referral from May 9, 2016, wherein the report titled "Recreation Fee Subsidy Program Review" was presented to Council. Council received the report and endorsed the following referrals:

- (1) That the proposed Guiding Principles for the Recreation Fee Subsidy Program as described in the staff report titled, "Recreation Fee Subsidy Program Review," dated April 4, 2016 from the General Manager, Community Services be approved;*
- (2) That staff be authorized to consult with the City's Community Partners on the findings and proposed options developed from the "Recreation Fee Subsidy Program Review"; and*
- (3) That, following consultation with Community Partners, a Draft Recreation Fee Subsidy Program Update including a proposed funding strategy be brought back to Council for consideration.*

The purpose of this report is to present the recommendations that are currently being considered for an updated Recreation Fee Subsidy Program, including a proposed funding strategy. The report will outline progress to date, results of the consultation with Community Partners, as well as analysis and recommended options for a revised Recreation Fee Subsidy Program.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.

This report supports the Council-adopted Social Development Strategy Goal #1: Enhance Social Equity and Inclusion,

Action 4 – Conduct a comprehensive review of the Recreation Fee Subsidy Program to ensure it continues to address priority needs, within the City's means, with consideration being given to:

4.1 – Exploring program expansion to assist more low-income residents (e.g. adults, older adults, people with disabilities);

4.2 – Using technological improvements to enhance customer service and program administration;

4.3 – Increasing available opportunities for resident participation in community recreation, arts, and cultural activities;

4.4 – Developing enhanced communication and marketing approaches to facilitate maximum uptake of the RFSP by eligible recipients; and

4.5 – Alternative mechanisms for administration of the program (e.g. through a non-profit agency, funded by the City and in accordance with City guidelines).

Action 7 – Implement, monitor and update the Older Adults Service Plan, placing priority attention on:

7.5 – Reviewing the pricing structure for City programs for older adults to ensure it remains equitable and sustainable, while also being affordable for those with limited incomes.

This report also supports Council Policy 4012 – Access and Inclusion (adopted October 13, 1981; amended December 8, 2014) that states (Attachment 1):

It is Council policy that:

Richmond is an accessible and inclusive city by:

- 3. Developing programs and adopting practices to ensure Richmond residents and visitors have access to a range of opportunities to participate in the economic, social, cultural and recreational life of the City.*
- 4. Collaborating with senior levels of government, partner organizations and stakeholder groups to promote social and physical infrastructure to meet the diverse needs of people who visit, work and live in Richmond.*
- 5. Promoting barrier free access to the City's facilities, parks, programs and services.*

Background

Current Recreation Fee Subsidy Program

The City's Recreation Fee Subsidy Program (RFSP), supported by the City and Community Associations/Societies (Community Partners), provides subsidized access to parks, recreation and cultural services primarily for children and youth from low-income families living in Richmond. Residents currently receive these discounts on a pay-what-you-can-afford basis. Since inception, the main goal of the program has been to improve access to facilities and a wide range of recreation choices for those in financial need.

The original RFSP, previously called the Leisure Services Fee Subsidy Program, was approved by Council as a pilot project in 1998 and implemented by staff and Community Partners in 1999.

Continuation of this program was endorsed by Community Associations and by Council on July 10, 2000 through the following resolution:

“That the continuation of the Leisure Services Fee Subsidy Program be endorsed.”

Currently, opportunities are primarily available for children and youth, although families can participate in swimming through the use of a 10-visit family swim pass. This is the only subsidized access that adults receive through the current RFSP.

Many of the City’s Community Partners also provide complementary ways to increase access for low-income residents including numerous free and low-cost programs and community events throughout the year that are promoted in the seasonal Low Cost, No Cost brochure. Community Partners also offer client support initiatives such as the No Cost Subsidy Program¹ and satellite programming for families living in low-income housing.

Historically, the RFSP has been made possible by individual City and Community Partner facilities foregoing revenue on the discounted portion of subsidized programs. This has enabled children and youth from families living on low income to participate in an average of 1,120 parks, recreation and cultural opportunities annually over the past five years.

While there have been minor modifications to the RFSP to provide additional opportunities for clients as well as improve customer service and streamline the administrative process, there has not been a comprehensive evaluation of this program since its inception in 1999, nor has it been formally assessed in relation to changing community context or demand.

A review of the City’s RFSP was identified in the City’s Social Development Strategy as a short term priority. As a result, a comprehensive review of the RFSP was conducted in 2014 and 2015 to ensure the program is reflective of today’s community context, meets the needs of Richmond’s current low-income residents, and continues to align with Council Policy 4012 – Access and Inclusion (Attachment 1).

RFSP Review

To assess the RFSP, staff created a City and Community Partner working group comprised of two individuals representing Community Partners and five staff from Community Services. Terms of reference and a work plan were established, which included program comparisons of ten Canadian municipalities (Burnaby, Coquitlam, Surrey, Delta, Vancouver, Victoria, Winnipeg, Edmonton, Calgary and Metro Toronto). The work program also involved an evaluation of Richmond’s current program, a review of Richmond population statistics, a literature review and consultation involving current users, targeted non-users, community agencies and City staff.

¹ The No Cost Subsidy Program is not advertised and offered seasonally to families who have qualified for the RFSP. Community Centre programmers identify registered programs that have enough registration to be financially viable and still have room for additional participants.

The City and Community Partner working group provided insight and input into the process and tested the considerations and findings. The working group also participated in the development of the guiding principles and the criteria for the proposed options for an updated RFSP.

Results from this process comprised the consultant report titled “Recreation Fee Subsidy Program Review,” (RFSP Review) presented to Council on May 9, 2016. The report explored the most effective ways to implement fee subsidies. Examination of other municipalities showed that it is best practice to provide: subsidy to residents of all ages; a range of choices (admissions and program registrations); subsidies to serve a minimum of 15-20% of the total low-income population; a centralized administration system; and to incorporate subsidies into annual budgets.

Guiding Principles for a Revised Program

To aid with the review the original guiding principles for the RFSP were reviewed and updated with input from City staff and the working group. The revised Guiding Principles below were adopted by Council on May 9, 2016:

- Provide access to parks, recreation and cultural services and facilities for community residents of all ages in financial need;
- A wide range of parks, recreation and cultural choices will be available through the City of Richmond’s services and community facilities operated by Community Partners;
- The amount of financial support available to provide access through the RFSP will be determined by the financial abilities of the City and Community Partners;
- Applicants to the RFSP will be treated with dignity and respect thereby supporting City of Richmond’s Customer Service Standards;
- There will be a balance between efficient processing of applications and adequate scrutiny of applicants’ financial information. The screening, tracking and administration of the RFSP will be centralized;
- The program will be available for all eligible Richmond residents; and
- Confidentiality will be maintained.

Analysis

At the Council meeting held May 9, 2016, staff were given a referral to consult with Community Partners on findings of the RFSP Review report and the proposed options for a program update. Staff were also referred to report back to Council with recommendations for an updated RFSP including a funding strategy.

Staff held three stakeholder consultation meetings with Community Partners (June 9, 2016, November 23, 2016, May 11, 2017). Each Community Partner was invited to send representatives from their Board of Directors to participate in the consultation. After each meeting, Community Partner representatives were provided with meeting notes, a copy of the PowerPoint presentation, and information and guiding questions to assist them in garnering feedback from their respective Boards.

Throughout the consultation process, Community Partners were supportive of the Recreation Fee Subsidy Program, but raised concerns about potential financial uncertainty. Due to Richmond's recreation delivery system involving 14 different associations and societies in the delivery of programs and services, the funding strategy is complex, but all Partners have agreed to collectively contribute to a Central Fund. See Attachment 2 for an overview of all parties involved in the updated Recreation Fee Subsidy Program. During consultation Community Partners also identified the opportunity to change the seniors age from 55 to 65 years.

Recommendations in this report are based on feedback from Community Partners and staff analysis. Community Partner feedback has been incorporated throughout and a consultation summary has been included in Attachment 3.

1. General Support for a Revised RFSP

All Community Partners support an updated RFSP. Community Partners agree that a revised RFSP would enable involvement for the entire family, provide better access to programs for people of all ages, and contribute to increased fairness, better health outcomes and improved quality of life. Community Partners also saw this as an opportunity to engage new clients in recreational opportunities.

2. Supported Changes to the RFSP

There was consensus among Community Partners that a revised RFSP should entail:

- Free admission for all ages (for drop-in programs and services); and
- 90% discount on advertised price of program registration fee for all ages
 - Cap of \$300/year in subsidy for children and youth
 - Cap of \$100/year in subsidy for adults and seniors.

The revised RFSP will enable Richmond residents living on low income to choose to participate in a wide range of basic recreational activities. Examples of eligible programs and services include drop-in admissions to public swimming, skating, basketball, most group fitness programs² and fitness centres, as well as basic swim lessons, and registered sports, arts, fitness or skating programs. The RFSP will not be available, for example, for use of court rentals, facility rentals, private or semi-private lessons, or birthday parties. See Attachment 4 for a list of sample eligible and ineligible programs.

These RFSP updates would establish Richmond as a leader amongst other municipalities in the Lower Mainland and advance Council Term Goal #2, A Vibrant, Active and Connected City and Social Development Strategy Goal #1 Enhance Social Equity and Inclusion.

These changes support the guiding principles adopted by Council on May 9, 2016, and result in a program that is more responsive to current community need. If adopted the new RFSP is anticipated to engage new customers, increase participation, and remove financial barriers for a larger portion of Richmond's low-income population (Attachment 5).

² An exception would be group fitness classes in which the instructor charges a per person rate rather than an hourly wage.

3. Implications to City Operations and Administration

The impact of free admissions is not anticipated to cause significant additional budget implications to City operations (i.e. Richmond Aquatics). One more person dropping-in to a weight room or public swim does not incur any significant cost to the City. However, special consideration will need to be given to facility capacity and program type. For example, Richmond Aquatics standard procedure is to ensure one lifeguard on deck for every 50 participants in the pool.

The anticipated impact of subsidized registered programs at City facilities is expected to be \$114,000 to \$153,000 in foregone revenue from RFSP clients. This amount represents foregone revenue, but no hard costs will be incurred or additional funds required at the following facilities:

- Minoru Aquatic Centre
- South Arm Outdoor Pool
- Steveston Outdoor Pool
- Watermania
- Richmond Arts Centre

It is anticipated that the new PerfectMind registration system will meet RFSP data management needs. There are no financial impacts identified at this time for technology improvements.

Additional administrative support will be needed to screen the anticipated increased number of applications. The program currently processes approximately 1,000-1,500 RFSP registrations annually. This is expected to increase to 6,350-8,360 clients. Administrative time equivalent to one additional full-time administrative staff will provide the anticipated customer service support required to offer the revised RFSP. The estimated cost is \$63,000.

It is also anticipated that additional promotion will be required particularly in the first year of implementation to ensure new eligible individuals are aware of the revised program. A promotional campaign including informational brochures, posters and outreach to community social service agencies would be beneficial. The estimated cost is \$5,000.

Funding required for additional administrative support and program promotion will be requested as part of the City's 2018 Operating Budget process. During the initial two years of implementation operational need for administrative support and program promotion will be assessed and a request for ongoing funding will be submitted in a future City Budget process.

If funding is not approved for additional program support, existing administrative capacity would be unable to process the anticipated increase in applications due to expanding the program eligibility to adults and seniors. This would slow the screening process significantly and limit the number of approved applicants who could participate in recreational programs. Customer service would be negatively impacted as applicants would likely experience long wait periods as applications are screened.

Lack of access to information about supportive programs and services is one of the major barriers faced by people who experience poverty. If funding is not approved for additional program promotion, the lack of marketing may leave many potential participants without program information and therefore not participating in recreational programs.

4. Funding Strategy for Community Partners (Central Fund)

Community Partners Involved

The following Community Partners are involved in the Recreation Fee Subsidy Program:

- Britannia Heritage Shipyard Society
- City Centre Community Association
- East Richmond Community Association
- Hamilton Community Association
- Minoru Seniors Society
- Richmond Arenas Community Association
- Richmond Art Gallery Association
- Richmond Fitness and Wellness Association
- Richmond Museum Society
- Richmond Nature Park Society
- Sea Island Community Association
- South Arm Community Association
- Steveston Community Society
- Thompson Community Association
- West Richmond Community Association

Any new Community Partners will also participate in the RFSP as part of their operating agreements, see Attachment 2.

Financial Impact to Community Partner Operations

The financial impact of free admissions is not anticipated to cause significant additional budget implications for Community Partners. One more person dropping in to a fitness class or weight room does not incur any significant cost. However, special consideration may need to be given to facility capacity, program type, contractor payment structure and an increase in customers who qualify for subsidy.

The overall financial impact of subsidized registered programs for Community Partner operations (i.e. community centres, arenas, Nature Park, and arts and heritage sites) is anticipated to be \$76,000 to \$102,000.

Proposed Central Fund

During the consultation process Community Partners expressed concern over financial uncertainty with expanded RFSP eligibility to adults and seniors, particularly with regard to registered programs. This is because registered programs need a minimum number of paying

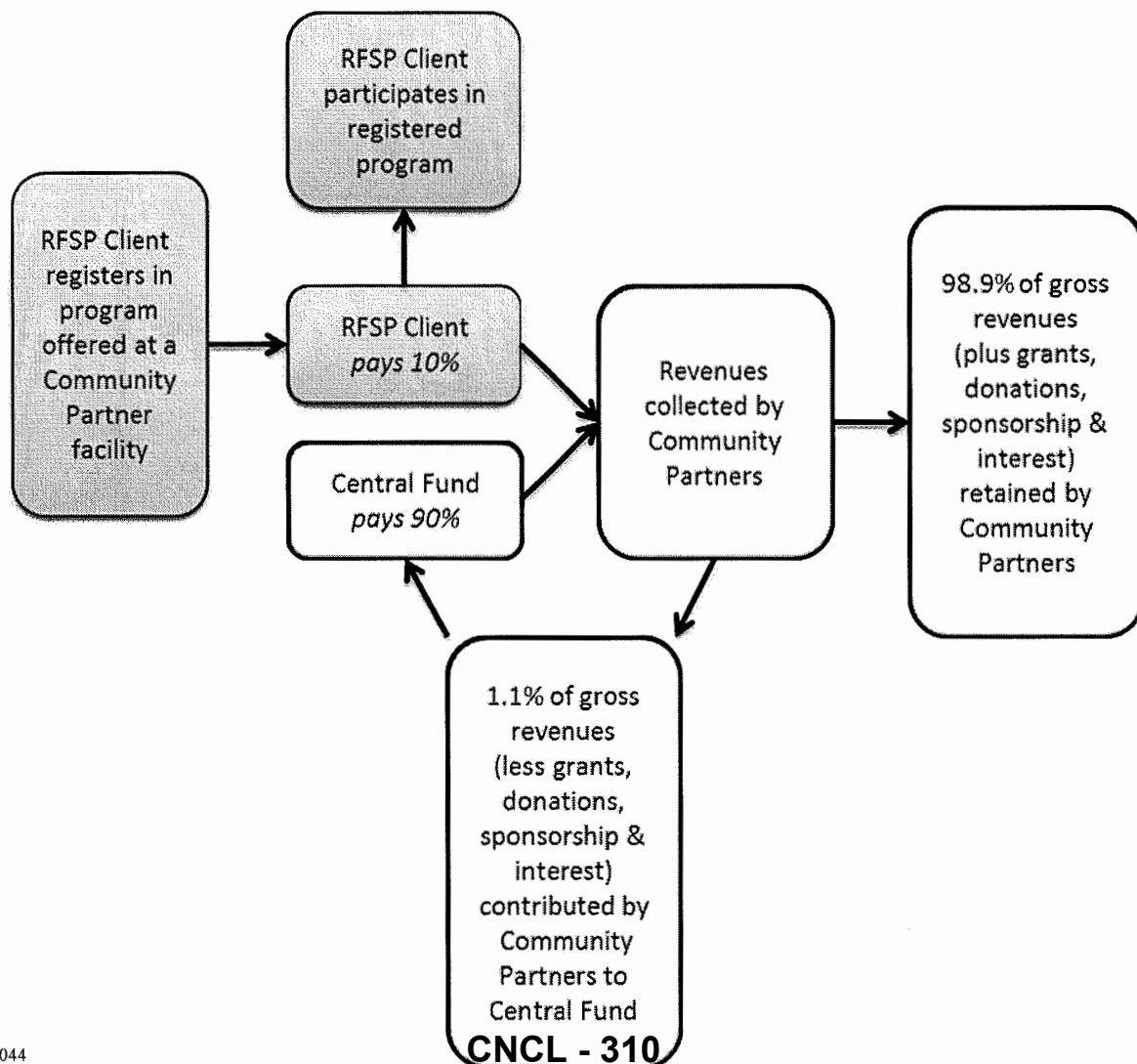
participants in order to ensure there is enough revenue to cover program costs such as instructor wages.

The current RFSP funding structure (revenue from the discounted portion of the registration fee is foregone by the facility) is not recommended for the new RFSP because:

- Community Partners would not be able to plan for minimum registrants as it is not possible to forecast whether RFSP clients will register in any given program.
- Requiring RFSP clients to wait until the minimum number of fully paying registrants is reached before they could register would create two-tiered service and does not align with the Guiding Principles of increasing choice and maintaining dignity and respect of RFSP participants.

To address Community Partner concerns over financial uncertainty, staff proposed the creation of a Central Fund whereby Community Partners would contribute a percentage of gross revenues (less grants, donations, sponsorships and interest) to fund subsidized registered programs offered by Community Partners. That is, the RFSP client would contribute 10% of the registration fee, and the remaining 90% would be drawn from the Central Fund.

See diagram below demonstrating how the Central Fund will operate.



A Central Fund provides a mechanism for Community Partners that enables them to:

- Accept registration from RFSP clients without concern over minimum registration numbers because 100% of registration fees are collected; and
- Provide some financial certainty by enabling Partners to financially plan for their contribution to the Central Fund that is proportional to their revenue generation capacity.

Staff initially proposed a contribution rate of 1.5% which, based on 2015/16 Community Partner financial reports, would provide enough funding to cover anticipated usage (\$102,000) plus a contingency fund (\$38,000). Community Partners generally supported the concept of a Central Fund, but suggested contribution rates ranging from 0.75% to 1.5%.

After further analysis, staff proposed a contribution of 1.1% of gross revenues (less grants, donations, sponsorships and interest) yielding \$101,000 of the anticipated \$102,000 cost to subsidize registered programs offered by Community Partners. This contribution level would require participation by all eligible Community Partners.

Community Partners with a contribution amount of less than \$500 will be granted an exemption from contributing to the Central Fund. Exempted status for Community Partners would be reassessed on an annual basis based on the previous year's financial reports. Currently the exempt partners are: Britannia Heritage Shipyard Society, Richmond Art Gallery Association, Richmond Fitness and Wellness Association, and Richmond Museum Society.

After the third consultation meeting on May 11, 2017, and further dialogue with staff to address individual concerns of some Community Partners, all supported the concept of contributing to a Central Fund for Community Partner operations and agreed to contribute 1.1% to the Central Fund to support the Preferred Option, with some conditions:

- Steveston Community Society and South Arm Community Association have requested that the contribution rate of 1.1% be revisited after the first year of implementation;
- Steveston Community Society has currently only agreed to contribute for the first year of implementation; and
- Hamilton Community Association has currently only agreed to contribute for the first two years of implementation.

The contributed funds will be held in a liability account and any remaining funds will be carried-over to the subsequent year. How the carry-over funds will affect Community Partner contributions to the Central Fund in the second year will be determined during the first year of implementation.

Contingency Fund in Case of Higher than Expected Participation

In case of higher than expected program participation, it is recommended that the City hold a contingency fund in a provisional account to cover subsidies for registered programs at Community Partner operations. A contingency fund of \$50,000 would allow the program to

accommodate approximately 370 additional clients³ above and beyond what has been budgeted for from the 1.1% contribution. An additional level request will be submitted for consideration in the City's 2018 Operating Budget process. Funds not used in the first year of implementation will be carried over to the second year. This fund would be available during the program assessment period only, which will be the first two years of implementation.

If funding is not approved for a contingency fund and program participation exceeds the capacity of the Central Fund, RFSP clients would not be able to register in recreational programs offered by Community Partners once funding runs out for the remainder of the year.

5. Richmond Olympic Oval Participation

The Richmond Olympic Oval is supportive of the opportunity to make its programming more accessible to Richmond residents living on low income.

The Oval has proposed opportunities that would be available to RFSP clients that complement programming available at community centres. Effort was made not to duplicate community centre program offerings. Proposed opportunities include 90% subsidized registration in physical literacy, learn to climb, and speed skating programs, in addition to free admission to holiday skating sessions (approximately 9 per year) including helmet and skate rentals.

The Oval will not be contributing to nor drawing from the Central Fund. The Oval's participation will begin with implementation of the revised RFSP.

Community Partners support the Richmond Olympic Oval's participation in the RFSP.

6. Evaluation and Reporting

Staff have been developing an outcome-based program evaluation framework as part of the implementation plan. This will guide the type of quantitative and qualitative data that will be collected throughout RFSP implementation to assess program participation in both City and Community Partner operations.

Staff will monitor program participation and Central Fund levels monthly to ensure the Central Fund has enough funds to cover program demand. Staff will also provide quarterly Central Fund usage and program participation statistics to Community Partners during the first two years of implementation.

Staff will also monitor Central Fund usage to identify whether certain Community Partners are disproportionately affected. Moving forward, the City and Community Partners together will need to determine appropriate measures to address inequity across operations.

Some operations may see a larger proportion of subsidy registrations due to neighbourhood demographics or programming focus (e.g. seniors). However, as operations' revenues increase their contribution to the Central Fund will also adjust and increase the following year.

³ Based on extrapolation from RFSP Review Report estimates.

Staff recommend providing a progress report to Council after the first year of implementation, with a final evaluation report after the second year of implementation that includes any recommended adjustments to the new program.

Community Partners have requested that the contribution rate be revisited after the first year of implementation. A review of the initial contribution rate will form part of the progress report to be presented after the first year and a final recommendation on how contribution rates will be adjusted in future years will be included in the final evaluation report. To address Community Partner concerns, staff recommend carrying-over any remaining amount in the Central Fund for future use.

7. Applicant Screening Process

The RFSP has been operating for over 18 years and screening currently considers both the income and assets available to the applicant. In the RFSP Review it was identified that significant staff time is currently dedicated to assessing applicants' assets, and an expanded program would require streamlining the screening process.

Community Partners expressed concern about how the City will determine eligibility for the RFSP. Concerns were voiced that assessing eligibility on reported income was not enough to identify an applicant's 'true' need. Concerns were raised about whether the City will have the capacity to screen the anticipated increase in RFSP applications. There was also acknowledgement that there will always be a small number of individuals who will abuse the RFSP, but the focus should be on ensuring Richmond residents have access to the best program possible. See Attachment 3 for a summary of the consultation process and feedback received.

Staff acknowledge the concerns raised by Community Partners and will be diligent in ensuring the application and screening process will balance privacy and eligibility of applicants. With the anticipated increase in applications, staff have begun revising the application form and screening process to balance efficiency and adequate scrutiny of applicants' overall financial situation. A Privacy Impact Assessment (PIA) of the RFSP is currently being completed to ensure compliance with the Freedom of Information and Privacy Protection Act (FIPPA) of BC. A revised application form and screening process will be implemented and tested ahead of implementation of an updated RFSP.

There was general support from Community Partners for engaging community agencies in referring pre-screened applicants to the program. Community agencies could include institutional partners and not-for-profit community service organizations that specifically serve residents affected by poverty and low income. However, some Community Partners voiced caution and suggested waiting until the revised application process has been streamlined before engaging third parties. Staff will investigate a process to accept RFSP referrals from a limited number of community agencies after the first year of implementation.

8. Technological Improvements: PerfectMind Implementation

The City will be transitioning from CLASS to the PerfectMind platform for program registration management. It is anticipated that PerfectMind will contribute to streamlining administrative processes.

Currently, RFSP clients must contact administration staff multiple times a year. They need to apply to the program and be approved annually. Once approved, clients contact administration staff up to four times per year to select the programs/activities they wish to register for. With the PerfectMind platform it is anticipated that RFSP clients will only need to contact administration staff once per year for application or renewal and be able to access credits added to the registration accounts.

Other opportunities to streamline administration procedures through PerfectMind may include:

- Free admissions could be administered as an annual pass, facilitating tracking of RFSP participation;
- Customer ability to access subsidy credit when registering for programs online;
- Customer interface may be programmed to identify which registered programs are eligible for subsidies;
- Single database required for RFSP data management; and
- Integration with the registration system allows for ease of report generation with regard to usage statistics.

The City's Accessibility and Inclusion staff will work closely with PerfectMind implementation leads throughout the planning process to ensure RFSP needs are met.

9. Shifting the Seniors Age from 55 to 65 Years of Age

The Social Development Strategy includes Action 7.5: "Reviewing the pricing structure for City programs for older adults to ensure it remains equitable and sustainable, while also being affordable for those with limited incomes. Medium Term (4-6 years)" Currently, seniors pricing is offered to participants beginning at 55 years of age. Seniors pricing is generally 20% to 40% less than adult rates depending on the program or service offered.

During consultation with Community Partners, discussion arose regarding the potential to shift the age for seniors pricing from 55 to 65 years of age. Although discussing seniors pricing was not an objective of the RFSP stakeholder consultation, it became clear that a majority of Community Partners and City operations strongly supported this change (Attachment 3).

Staff recommend shifting the age at which the seniors rate applies from 55 years to 65 years because Richmond has been providing a lower price for programs and services based on age and not necessarily on financial need. With the current RFSP, adults and seniors are not eligible to receive a subsidy, so providing a lower price at 55 years of age helped to offset costs for adults living on low income. However, with expanded eligibility to include adults and seniors in the new program, the RFSP would make financial accommodations available based on need and not solely on age.

Changing the age for seniors pricing to 65 years would bring Richmond's pricing in alignment with a majority of the ten municipalities examined as part of the RFSP Review:

- Seniors pricing at 60+ years (Surrey, Delta, Victoria, Toronto)
- Seniors pricing at 65+ years (Burnaby, Coquitlam, Vancouver, Winnipeg, Edmonton, Calgary)

Shifting the seniors age to 65 years would also provide a moderate increase in revenue for Community Partners and City operations. However, some Partners cautioned that this change could result in reduced participation of adults in the 55 to 64 year age range.

It is not known if the pricing change will deter existing 55 to 64 year old users from participating in parks, recreation and cultural activities and to what extent, but it is unlikely that 100% of this group will continue participating with a price increase. It is difficult to estimate the total number of people who will be affected because drop-in programs do not track the participants' ages. However, the total number of passholders city-wide within this age group was 2,846 (for passes purchased Sep 1/15 to Aug 31/16).

A shift in seniors pricing would apply to all programs and services (including passes, drop-ins, fitness, and registered programs). Participation in seniors programs and services such as outtrips and wellness fairs would still be open to participants at 55 years of age. See Attachment 6 for scenarios.

Implementation of the fee change will be concurrent with the implementation of the RFSP to ensure adults living on low income who are 55 to 64 years of age could apply for a subsidy. A communication strategy to notify participants of the change well ahead of time will be developed and implemented. Staff will also determine measures that may assist in easing the transition, for example, by implementing the pricing change in phases or by offering passholders the opportunity to renew passes early ahead of the fee change.

10. Next Steps

Subject to Council approval, staff will pursue actions outlined in the implementation plan (Attachment 7). Actions include completing a Privacy Impact Assessment, pilot testing the revised application form and screening process, and developing a communications plan for an updated RFSP. Implementation of an updated RFSP is expected to begin in September 2018, though this timing may be affected by other factors including the implementation of the PerfectMind registration system and the opening of Minoru Centre for Active Living.

Financial Impact

Impact and Funding Options for Revised RFSP

The total financial impact to the City is estimated to be \$232,000 to \$271,000 comprised of:

- An estimate of \$114,000 to \$153,000 from revenues not collected for registered programs at the City's aquatic facilities and the Richmond Arts Centre.

- \$118,000 for initial RFSP implementation based on staff recommendations in this report including:
 - \$50,000 requested to provide a contingency fund in case of higher than anticipated program participation.
 - \$68,000 requested for additional administrative support and program promotion.

A one-time additional level request will be submitted for consideration in the 2018 Operating Budget. A long-term funding strategy will be proposed as part of the final evaluation report that will be presented to Council.

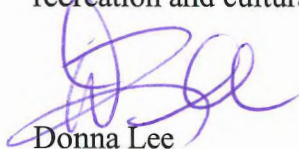
Conclusion

The City has offered the Recreation Fee Subsidy Program in partnership with Community Partners for over 18 years. Expanding eligibility and program choice for residents of all ages who are living on low income will increase participation, improve fairness and equity, and potentially improve health outcomes.

Throughout the consultation process Community Partners voiced support for this program and the recommended program improvements. Community Partners also confirmed their commitment to ensuring parks, recreation and cultural opportunities are accessible and inclusive.

Staff recommend a funding strategy whereby Community Partners contribute 1.1% of their gross revenues (less exceptions as noted earlier) to a Central Fund, with the City providing a \$50,000 contingency fund on a pilot basis until program participation can be assessed during the first two years of implementation.


The staff recommendations take into account findings from the RFSP Review, the revised Guiding Principles, Community Partner feedback and additional analysis conducted throughout the process. Staff are confident that the revised RFSP will enable participation by more residents who are currently not financially able to take advantage of Richmond's wide variety of parks, recreation and cultural opportunities.



Donna Lee
Inclusion Coordinator
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- Att. 1: Council Policy 4012: Access and Inclusion
- 2: City Facilities and Community Partners
- 3: Summary of Consultation with Community Partners
- 4: Sample Listing of Eligible and Ineligible Programs
- 5: Comparison of Existing vs. Revised Recreation Fee Subsidy Program
- 6: Scenarios for Seniors Pricing
- 7: RFSP Implementation Plan

Attachment 1: Council Policy 4012 – Access and Inclusion

 City of Richmond		Policy Manual
Page 1 of 1	Adopted by Council: October 13, 1981 Amended by Council: December 8, 2014	POLICY 4012
File Ref: 3190-00	ACCESS AND INCLUSION	
<p>POLICY 4012:</p> <p>It is Council policy that:</p> <p>Richmond is an accessible and inclusive city by:</p> <ol style="list-style-type: none"> 1. Acknowledging and keeping abreast of the accessibility and inclusiveness needs and challenges of diverse population groups in Richmond. 2. Ensuring that the Official Community Plan and other key City plans, strategies and policies incorporate measures to support Richmond's efforts to be an accessible and inclusive city. 3. Developing programs and adopting practices to ensure Richmond residents and visitors have access to a range of opportunities to participate in the economic, social, cultural and recreational life of the City. 4. Collaborating with senior levels of government, partner organization and stakeholder groups to promote social and physical infrastructure to meet the diverse needs of people who visit, work and live in Richmond. 5. Promoting barrier free access to the City's facilities, parks, programs and services. 6. Promoting a welcoming and respectful municipal workplace. 7. Providing information to the public in a manner that respects the diverse needs and characteristics of Richmond residents. 		
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Attachment 2: City Facilities and Community Partners

All Partners involved in the delivery of programs and services in Richmond's community centres, aquatic centres, arenas and arts, culture and heritage facilities were engaged through stakeholder consultation. All Community Partners supported revisions to the Recreation Fee Subsidy Program based on the Preferred Option and all will be impacted by the expanded program.

Preferred Option

There was consensus among Community Partners that a revised Recreation Fee Subsidy Program should be based on the Preferred Option, which entails:

- Free admission for all ages (for drop-in programs and services), and
- 90% discount on advertised price of program registration fee for all ages
 - Cap of \$300/year in subsidy for children and youth
 - Cap of \$100/year in subsidy for adults and seniors.

City of Richmond Operated Facilities

The City of Richmond currently directly operates five facilities comprised of four aquatic facilities and the Richmond Arts Centre. Drop-in opportunities are currently only available at the aquatic facilities and free admissions are not anticipated to cause significant additional budget implications. The anticipated impact of subsidized registered programs at these City facilities is expected to be \$114,000 to \$153,000 in revenues not collected from RFSP clients. However, no hard costs will be incurred and additional funds are not required.

Facility
Minoru Aquatic Centre*
South Arm Outdoor Pool*
Steveston Outdoor Pool*
Watermania*
Richmond Arts Centre

*Richmond Aquatics Services Board was consulted

Community Partner Operated Facilities

Community Partner draft operating agreements with the City include a requirement for Partners to comply with City of Richmond policies, such as Council Policy 4012: Access and Inclusion (Attachment 1). Although Community Partners are required to participate in the RFSP, all recognized the important role this program plays in ensuring parks, recreation and cultural services are accessible for community members regardless of income status.

The financial impact of free admissions to drop-in opportunities is not anticipated to cause significant additional budget implications for Community Partners. The financial impact of subsidized registered programs for Community Partner operations (i.e. community centres, arenas, Nature Park, and arts and heritage sites) is anticipated to be \$76,000 to \$102,000 in revenues not collected from RFSP clients.

To address Community Partner concerns over fiscal uncertainty of an expanded program, Partners agreed to contribute to a Central Fund. Contributions are based on 1.1% of gross revenue less grants, donations, sponsorships and interest. Community Partners whose contribution amount is less than \$500 will be exempt from contributing due to their minimal ability to generate revenue. Exemptions will be granted year to year, depending on revenue reported in the previous financial year.

Community Partner	Financial Statement ¹	Gross Revenue ²	1.1% Contribution
City Centre Community Association	August 31, 2016	\$808,002	\$8,888
East Richmond Community Association	August 31, 2016	\$919,936	\$10,119
Hamilton Community Association	August 31, 2016	\$527,216	\$5,799
Minoru Seniors Society	August 31, 2016	\$238,621	\$2,625
Richmond Arenas Community Association	June 30, 2016	\$663,983	\$7,304
Richmond Nature Park Society	December 31, 2015	\$61,451	\$676
Sea Island Community Association	August 31, 2016	\$69,024	\$759
South Arm Community Association	August 31, 2016	\$1,832,020	\$20,152
Steveston Community Society	August 31, 2016	\$1,242,558	\$13,668
Thompson Community Association	August 31, 2016	\$1,443,420	\$15,878
West Richmond Community Association	August 31, 2016	\$1,390,226	\$15,292
		\$9,196,457	\$101,160

Currently Exempted	Financial Statement ¹	Gross Revenue ²	1.1% Contribution
Britannia Heritage Shipyard Society	August 31, 2015	\$1,940	\$21
Richmond Art Gallery Association	December 31, 2015	\$20,447	\$225
Richmond Fitness and Wellness Association	August 31, 2016	\$7,892	\$87
Richmond Museum Society	December 31, 2015	\$17,255	\$190
		\$47,534	\$523

¹Future Community Partner contribution amounts will be calculated based on revenues reported in the most recently completed fiscal year.

²Gross revenue less grants, donations, sponsorships and interest.

Richmond Olympic Oval Corporation

The Richmond Olympic Oval Corporation operates the Richmond Olympic Oval on behalf of the City. An objective in its operating agreement with the City states that “the Oval will provide facilities, programs and services for the Richmond community, neighbouring communities and the general public.” Since 2013, the Oval has honoured Richmond’s Recreation Access Card providing discounted admissions to Richmond residents living with a disability. The Richmond Olympic Oval is supportive of the opportunity to make Oval programming more accessible to Richmond Residents living on low income.

The Oval has proposed opportunities that would be available to RFSP clients that complement programming available at community centres. Effort was made not to duplicate community centre program offerings. Proposed opportunities include 90% subsidized registration in physical literacy, learn to climb, and speed skating programs, in addition to free admission to holiday skating sessions (approximately 9 per year) including helmet and skate rentals. Implementation will begin concurrent with implementation of a revised RFSP.

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Attachment 3: Summary of Consultation with Community Partners

The following provides a summary of the consultation process and key responses provided by Community Partners after each meeting.

Stakeholder Consultation Meeting #1 – June 9, 2016

At the first stakeholder consultation meeting, City staff presented information from the RFSP Review report, including program background, key findings from the RFSP Review and options for revising the RFSP. Staff also invited comments and questions from Community Partners. Themes from the meeting discussion and questions/comments received in writing afterward from Community Partner Board of Directors included:

Topic	Overview	Key Feedback/ Questions/ Concerns
General support for a revised RFSP	Staff asked Community Partners to comment on their overall support for a revised RFSP, as well as any benefits, challenges and opportunities they foresee for their organization.	<ul style="list-style-type: none"> • All Partners supported updating the RFSP because it would be more inclusive, fits the mandate of accessible programs, and recognition of seniors' needs is long overdue. • Agreement that a revised RFSP would enable community involvement for the whole family, better access to programs for people of all ages, and contribute to increased fairness, better health outcomes & improved quality of life. • Revising the RFSP provides opportunities to reduce barriers to participation, engage new clients, and enable more people to use facilities and programs.
Preferred program option	Staff asked Community Partners to comment on the three program options outlined in the RFSP Report and presented on June 9 th .	<ul style="list-style-type: none"> • The Preferred Option received the most support from Community Partners.
Financial impact on Community Partners	A challenge identified by Community Partners was the financial uncertainty an expanded program would pose to operations.	<ul style="list-style-type: none"> • Concerns that some operations would see a greater number of subsidy clients due to geographic location and local demographics, for example, in City Centre. • Concerns that the overall program participation would exceed financial capacity of some Community Partners given the current operating model (i.e. the subsidized portion of registration fees is foregone by operations). • Questions around the availability of Casino funds to fund the RFSP.

Topic	Overview	Key Feedback/ Questions/ Concerns
Screening of applicants	Community Partners expressed concern regarding how the City ensures applicants are 'truly' in need of financial support.	<ul style="list-style-type: none"> • Concerns about how applicants will be screened to verify that they are in need of financial support and how program advertising will be targeted. • There was a suggestion to explore accepting pre-screened applicants referred by community agencies that work with low income residents.
Interest in shifting the Seniors pricing age	Some Community Partners expressed the desire to explore shifting the seniors pricing age to 65 years.	<ul style="list-style-type: none"> • Most Community Partners supported exploring shifting the age at which seniors pricing takes effect from 55 years to 65 years of age provided there is a mechanism to support seniors living on low income. • City staff were also supportive as this addresses Action 7.5 of the Social Development Strategy.
Richmond Olympic Oval participation	Some Community Partners asked whether the Richmond Olympic Oval would also participate in the RFSP.	<ul style="list-style-type: none"> • Questions about whether the Richmond Olympic Oval will also participate in the RFSP.

Stakeholder Consultation Meeting #2 – November 23, 2016

At the second stakeholder consultation meeting, based on feedback received from Community Partners staff presented three ideas for discussion to address Partner concerns. The three ideas presented for discussion are listed below, along with feedback received from Community Partners after Meeting #2:

Topic	Overview	Key Feedback/ Questions/ Concerns
Referral of pre-screened applications	In addition to revising the screening process, community organizations could be engaged in a referral program.	<ul style="list-style-type: none"> • Most Community Partners supported engaging community organizations in referring pre-screened applicants to the RFSP. • Some Community Partners suggested proceeding with caution and delaying this action until the revised screening process has been streamlined.

Topic	Overview	Key Feedback/ Questions/ Concerns
Central Fund contribution	To address concerns about financial certainty, Community Partners could contribute 1.5% of gross revenues (less exemptions) to a Central Fund to fund subsidies at Community Partner operations.	<ul style="list-style-type: none"> • Most Community Partners agreed with the concept of contributing to a Central Fund. • Community Partners suggested varying contribution amounts from 0.75% to 1.5% of gross revenues (less exemptions). • There was some suggestion that the City should be responsible for funding subsidized opportunities, not Community Partners. • There was a suggestion that any remaining funds at the end of a program year should remain in the Central Fund to reduce future contribution amounts. • Some Community Partners felt the RFSP did not apply to their operations, for example, the Richmond Museum, Richmond Art Gallery, Richmond Fitness and Wellness Association offer free public programming and do not generate much revenue. • Concern was expressed by Hamilton Community Association that due to their location they will be unlikely to recover costs of contributing to the Central Fund. This is because Hamilton RFSP clients may travel to other parts of the city to participate in programs, but RFSP clients from other areas are unlikely to travel to Hamilton.
Seniors pricing shift from 55+ to 65+ years	Shifting the age at which seniors' pricing takes effect from 55 to 65 years of age.	<ul style="list-style-type: none"> • A majority of Community Partners supported shifting the age at which seniors' pricing is in effect from 55 to 65 years of age. • Some Partners expressed concern that this would reduce participation of adults in the 55 to 64 year age range and that older adults should be encouraged to engage in active lifestyles as early as possible. • Fee change implementation should occur at the same time as the implementation of the RFSP to ensure adults living on low income who are 55 to 64 years of age could apply for a subsidy.

Stakeholder Consultation Meeting #3 – May 11, 2017

At the third stakeholder consultation meeting Staff presented draft recommendations that would be brought forth to City Council based on feedback received to date. Community Partners discussed the recommendations and requested further clarification on specific items.

Topic	Overview	Key Feedback/ Questions/ Concerns
Applicant screening	Some Community Partners expressed concern that the screening process would not adequately screen out dishonest applicants and requested further information on steps being taken to address this.	<ul style="list-style-type: none"> • Generally, Partners would like more details about how applicants will be screened to ensure both income and assets are taken into account. • City staff clarified work to date on revising the application form and screening process including: researching practices of other municipalities; identifying documentation that can provide a more comprehensive view of an applicant’s financial situation; improving transparency in the screening process; completing a Privacy Impact Assessment, and that a revised application form and screening process will be pilot-tested ahead of implementing an updated RFSP. • One Partner acknowledged that there will always be a small number of individuals who will abuse such programs, but the focus should be on ensuring Richmond residents have the best program possible. • Other Partners acknowledged the challenges in determining poverty and that transparency in the screening process is necessary so that applicants are aware that eligibility is based on overall financial situation, not just low income.
Impact of seniors’ pricing shift	Community Partners expressed the need for more clarity on the implications of shifting the seniors’ pricing age.	<ul style="list-style-type: none"> • Staff provided scenarios to better demonstrate how a change in seniors pricing would affect participants in different types of programs and services. • Some Partners noted that they did not realize this change could mean two-tiered pricing for some registered programs. • Some Partners reiterated cautions that this could decrease participation of adults 55 to 64 years of age.

Topic	Overview	Key Feedback/ Questions/ Concerns
<p>Contribution to a Central Fund</p>	<p>Although most Community Partners supported contributing to a Central Fund, not all Partners could participate with a 1.5% contribution.</p> <p>After further analysis, staff recommended that 1.1% of gross revenues (less grants, donations, sponsorships and interest) would cover the anticipated \$102,000 cost to subsidize Community Partner programs with no contingency fund and would require participation from all partners.</p>	<ul style="list-style-type: none"> • Redistribution of funds – The Central Fund will only be redistributed to Community Partner operations as subsidized clients register in programs. All subsidized clients would pay 10% of the registration fee, and the remaining 90% would be drawn from the Central Fund. This fund will not be absorbed into the City budget. <ul style="list-style-type: none"> ○ Some felt the responsibility for funding the RFSP falls to the City and not Community Partners. ○ Some Community Partners were concerned that any remaining funds would be absorbed by the City. • Calculation of contribution – Calculations will be based on the 2016/17 (or most recently completed) fiscal year. Implementation is anticipated to take place in September 2018. • Some meeting participants expressed their individual views that the City should fund the RFSP for Community Partner operations through property taxes or gaming revenue. • There was a suggestion to carry-over funds remaining at the end of the first year of implementation in the Central Fund to reduce the contribution amount from Community Partners for the next year.

Final Feedback Regarding the Central Fund

Final feedback from Community Partners was submitted in different formats including email correspondence and board meeting minutes. The chart below is a compilation of responses received, and therefore the response formats vary.

Feedback Regarding the Central Fund		
<i>City Staff recommend a contribution of 1.1% of gross revenues (less grants, donations, sponsorships and interest) to a Central Fund. What level (%) of contribution will your association/society commit to contributing to a Central Fund to subsidize opportunities at Community Partner operations?</i>		
Britannia Heritage Shipyard Society BHSS	1.1%	1.1 % Fine with us. No additional comments. (July 5, 2017)
City Centre Community Association CCCA	1.1%	At our CCCA board meeting last night the board voted in favor of amending our earlier motion. Last night we voted in favor of contributing 1.1% to the Recreation Fee Subsidy Program with the provisions we receive quarterly reporting back regarding contributions, reimbursements and participation. As well we expect the program to be reviewed after 2 years. (July 19, 2017)
East Richmond Community Association ERCA	1.1%	10.8 Recreation Fee Subsidy Program: It was moved by Gary, seconded by Noreen that: The ERCA approve the Recreation Fee Subsidy at 1.1%, to commence fall/winter 2018. Motion carried. (June 20, 2017)
Hamilton Community Association HCA	1.1%	Hamilton Community Association has resolved to commit to contribute 1.1% of revenues to the RFSP when implemented. (August 18, 2017)
Minoru Seniors Society MSS	1.1%	Kathleen confirmed that following the last meeting, it had been requested that the contribution from the community associations be reduced to 1.1% from 1.5% and Kathleen asked for feedback from the Board in this regard. The Board approved this recommendation. Motion: That the fee subsidy contribution be approved at 1.1%. Moved: Bill Sorenson, Seconded: Barry Gordon, Carried. (June 15, 2017)
Richmond Arenas Community Association RACA	1.1%	Motion: That RACA supports the City of Richmond's Recreation Fee Subsidy program by contributing 1.1% of public program revenues to a central pot as requested. The funds will be used to subsidizing program opportunities for individuals approved through the City's administration of the program. Moved by Aundrea Feltham, Seconded by Pam Mason. Carried. (June 22, 2017)
Richmond Art Gallery Association RAGA	1.1%	RAGA supports the recommendations. (June 22, 2017)
Richmond Aquatics Services Board RASB	n/a	Our Board already supported this concept, although, given that aquatics are already significantly subsidized by the City, the new assessment would not apply to aquatics users. No further comments. (June 21, 2017)
Richmond Fitness and Wellness Association RFA	1.1%	RFA continues to support an expanded fee subsidy program, particularly as it will work to enhance the health and wellness of our community's vulnerable populations. The board has indicated that the suggestions noted in our previous feedback remain relevant to the ongoing discussion. We look forward to being involved in further consultations. (June 23, 2017)

Feedback Regarding the Central Fund <i>City Staff recommend a contribution of 1.1% of gross revenues (less grants, donations, sponsorships and interest) to a Central Fund. What level (%) of contribution will your association/society commit to contributing to a Central Fund to subsidize opportunities at Community Partner operations?</i>		
Richmond Museum Society RMS	1.1%	MOTION: (Gill, Roston) that the museum participate in the Recreation Fee Subsidy program this year. CARRIED. (July 26, 2017)
Richmond Nature Park Society RNPS	1.1%	The Richmond Nature Park Society met last night and fully endorse the Recreation Fee Subsidy program and the financial support as outlined in the program. (June 22, 2017)
Sea Island Community Association SICA	1.1%	I can say no additional comments or questions have arisen since the last time I provided feedback. SICA has no issues with the fee subsidy program. The most recent version only improved the financial cost. (June 23, 2017) <i>From March 6, 2017: SICA board in favor, concern expressed if 1.5% is determined not to be enough. Need to understand 'process' for any changes to percentage if needed in future</i>
South Arm Community Association SACA	1.1%	A quick note to advise that the Board of South Arm Community Association has voted in favour of a REVISED contribution of 1.1% to the Recreational Fee Subsidy 'Pot' rather than the original .75%. This revised support still recognizes as discussed earlier that once the new program is running, there will be quarterly reporting on the program along with specifically South Arm's performance. Additionally, at the end of the first year there will be a complete review of the program which will also be shared out with Community partners. (July 13, 2017)
Steveston Community Society SCS	1.1%	We are ok with the 1.1% proposed contribution for one year. (June 26, 2017)
Thompson Community Association TCA	1.1%	Recreation Fee Subsidy Program: Julie welcomed David Ince to the meeting. David spoke to the percentage funded by Associations and requested that TCA look with favour on the increase from 1% to 1.1%. As a result, the following motion was made. Motion: That TCA contribute 1.1% of gross revenue, less grants, donations, sponsorships and interest to a central fees subsidy fund to be administered by the City. Moved: Marion Gray, Seconded: Otto Sun. Carried, with [two board members] opposed. (July 10, 2017)
West Richmond Community Association WRCA	1.1%	We recognize there is a need to fund this plan, and are aware the formula has been determined through research and historical data. Our only concern is if there is data to indicate the formula provides a surplus higher than expected, the percentage/contribution will be lowered. (July 4, 2017) <i>From Feb 23, 2017: The Board is in support of the 3 questions proposed in the review. There were a few questions that came up in discussion that most likely won't be sorted until implementation...but here they are: - Further breakdown of budget - Plan for what happens to leftover money</i>

Final Feedback Regarding Seniors Pricing

Final feedback from Community Partners was submitted in different formats including email correspondence and board meeting minutes. The chart below is a compilation of responses received, and therefore the response formats vary.

Feedback Regarding Seniors Pricing	Meeting #2 Feedback (November 23, 2016) <i>Does your organization support shifting the seniors discount age from 55 years to 65 years with the understanding that adults in the 55-64 year old range who require financial assistance to participate would be eligible to apply for the revised RFSP?</i>		Meeting #3 Feedback (May 11, 2017) <i>Please provide any additional comments on the proposed seniors pricing change.</i>
Britannia Heritage Shipyard Society BHSS	No	We favour leaving the senior age at 55. According to many sources, Richmond is one of the healthiest communities in Canada. We believe we should encourage fitness, health and social activities as early as possible and to encourage life-long participation in activities that promote these values. (Mar 10, 2017)	We favour leaving the senior age at 55. We are the healthiest community in Canada and think we should encourage fitness and health as early as possible. (July 5, 2017)
City Centre Community Association CCCA	No	Yes we agree with the shift for the purpose of subsidy (discount) only, this does not change the definition of senior (55+). (Feb 23, 2017)	The committee also discussed the impact of the seniors pricing change and were not able to determine the financial or servicing impact of a two-tier pricing model for seniors. More information is needed to come to a conclusion for the impact of the recreation fee subsidy program change. (June 21, 2017)
East Richmond Community Association ERCA	Yes	Supports shifting the seniors discount age from 55 to 65 years (from Jan 2017 Board Meeting Minutes). (Feb 20, 2017)	No comment. (June 21, 2017)
Hamilton Community Association HCA	Yes	The HCA board discussed all the recommendations and approved Recommendations 1 & 3. (Feb 24, 2017)	No comment. (June 23, 2017; August 17, 2017).
Minoru Seniors Society MSS	Yes	That programs be subsidized at 65 years of age. Moved: Bill Sorenson, Seconded: Peter Chan, Carried with two opposed. (Jan 2017 Board Meeting Minutes) (Feb 20, 2017)	Seniors pricing in all community centres could start at 65 years of age and those 64 and under would pay the adult price. Following some questions to clarify the age increase, the Board supported 65 years of age for seniors pricing. (June 15, 2017)
Richmond Arenas Community Association RACA	Yes	10 agree/ 3 oppose (Mar 2, 2017)	No comment. (June 22, 2017)

Feedback Regarding Seniors Pricing	Meeting #2 Feedback (November 23, 2016) <i>Does your organization support shifting the seniors discount age from 55 years to 65 years with the understanding that adults in the 55-64 year old range who require financial assistance to participate would be eligible to apply for the revised RFSP?</i>		Meeting #3 Feedback (May 11, 2017) <i>Please provide any additional comments on the proposed seniors pricing change.</i>
Richmond Art Gallery Association RAGA	Yes	RAGA believes the senior discount age should stay at 55 yrs old. (Mar 30, 2017)	RAGA supports the recommendations. They have no further feedback. (June 22, 2017)
Richmond Aquatics Services Board RASB	Yes	Yes, as confirmed in our email of July 4, 2016 (see following): "6. Would your organization support the elimination of subsidized fees for an age range of seniors such as 55-64 year olds with the introduction of the new Fee Subsidy Program? This will allow for increased revenue for 55-64 year olds to subsidize new individuals subsidized through the fee subsidy program? Yes (and most of our Board members in attendance at our June 21 meeting were, in fact, over age 55 themselves), both from the perspectives of fairness and allocation of limited City resources." (Feb 22, 2017)	Our Board already supported this change. No further comments. (June 21, 2017)
Richmond Fitness and Wellness Association RFWA	Yes	3) The board supports a change to designate seniors' rate as starting at age 65. However there were two concerns expressed a) that this change may decrease the number of participants aged 55-64, an age group that needs to be encouraged to keep active, and b) that any changes be well coordinated with the new fee subsidy so that those ages 55-64 are aware and able to access the new fee subsidy before the change takes place. Please note also that the RFWA board, as previously shared with you, recommends that the adult fee subsidy be set at \$300 per annum, not the \$100 level proposed. This would allow those with chronic conditions to access a fuller range of programs essential to their health and well-being. (Feb 27, 2017)	No comment. (June 23, 2017)
Richmond Museum Society RMS	n/a	The RMS board is not commenting. (Mar 7, 2017)	The Richmond Museum Society is not affected by these changes. (June 22, 2017)
Richmond Nature Park Society RNPS	Yes	The Richmond Nature Park Society supports shifting the senior discount from 55 to 65 years of age. (Jan 31, 2017)	No comment. (June 22, 2017)

Feedback Regarding Seniors Pricing	Meeting #2 Feedback (November 23, 2016) <i>Does your organization support shifting the seniors discount age from 55 years to 65 years with the understanding that adults in the 55-64 year old range who require financial assistance to participate would be eligible to apply for the revised RFSP?</i>		Meeting #3 Feedback (May 11, 2017) <i>Please provide any additional comments on the proposed seniors pricing change.</i>
Sea Island Community Association SICA	Yes	Yes, all board members approve of this change. (Mar 6, 2017)	No comment. (June 23, 2017)
South Arm Community Association SACA	Yes	Recommendation 3: Yes shift from 55 to 65. (Mar 16, 2017)	No comment. (June 22, 2017; July 13, 2017)
Steveston Community Society SCS	Yes	Most definitely support shifting Seniors discount age from 55 to 65 years with the understanding that adults in the 55-64 year old range who require financial assistance to participate would be eligible to apply for the revised RFSP. - concern over removing reduced program pricing for those over 55 who may need support for various reasons. <ul style="list-style-type: none"> • 4 other directors agreed “yes” (Mar 8, 2017) 	We are ok with the proposed seniors pricing change for one year. (June 26, 2017)
Thompson Community Association TCA	Yes	5. that the program will begin concurrent with the change of seniors discount ages from 55 to 65, expected to be September 1, 2017.* (Feb 25, 2017) <i>*Note: Implementation anticipated for September 2018.</i>	No comment. (June 19, 2017; July 20, 2017)
West Richmond Community Association WRCA	Yes	The Board is in support of the 3 questions proposed in the review. (Feb 23, 2017)	We are in full support of this process relating to the “Senior” clarification. (July 4, 2017)

Attachment 4: Sample Listing of Eligible and Ineligible Programs

This chart provides examples of programs that would be eligible and ineligible for the Recreation Fee Subsidy Program, but is not intended to be an exhaustive list.

	Included	Excluded
Admissions*	Drop-in public swim Drop-in fitness centre Drop-in public skate Drop-in fitness classes Drop-in open gym programs (e.g. volleyball, basketball, hockey)	Sport rentals (e.g. court rentals and ping pong table rentals) Contracted programs in which the instructor charges per person rather than an hourly wage
Program Registrations	Basic swim lessons Registered fitness programs Registered skate programs Registered programs (e.g. arts, music, crafts) Arts Centre school year dance Programs (limited subsidy available)	Private lessons Semi-private lessons Personal training Tennis assessments Birthday parties Facility rentals (e.g. room rentals) Memberships/Facility passes (i.e. memberships or facility passes for seniors clubs and groups) Contracted programs in which the instructor charges per person rather than an hourly wage

*Note: It is anticipated that free drop-in admissions will be administered as an annual pass in PerfectMind. Therefore annual passes are not included in this chart.

Attachment 5: Comparison of Existing vs. Revised Recreation Fee Subsidy Program

	Existing Program	Revised Program
Admissions	Only available as subsidized 10-Visit passes (up to four times per year, including program registrations)	Free admissions for all ages
Program Registrations	Pay-what-you-can for children and youth only (up to three times per year, including 10-Visit pass)	90% discount on advertised price of program registration fee for all ages
Children/Youth Registered Program Subsidy	See above	Up to \$300/year subsidy
Adult/Senior Registered Program Subsidy	No subsidy	Up to \$100/year subsidy
Opportunities for Participation	Low	Excellent
Range of Admissions & Program Choice	Low	Excellent
Individual Facility Use	Low	High
Impact on Administration	Moderate	High
Annual Financial Impact*	\$49K (City) \$26K (Community Partners)	\$114K-\$153K (City) \$76K-\$102K (Community Partners)
Net increase cost from current program*	n/a	\$65K-\$104K (City) \$50K-\$76K (Community Partners)
Within City Operating Budget	Yes	No

*Note: Not inclusive of other potential City costs (e.g. technology software, staff training, promotions, etc.)
 Annual financial impact = Admissions + Program Reg. (child/youth) + Program Reg. (adult/senior)
 Admissions: Estimated number of participants x 16 uses x \$5
 Program Registrations: Estimated child/youth participants x \$150 use minus 10% participant contribution
 Program Registrations: Estimated adult/senior participants x \$80 use minus 10% participant contribution

Attachment 6: Scenarios for Seniors Pricing

Below is a chart that provides examples of how new seniors pricing would be applied:

Drop-in Programs and Monthly/Annual Passes	Registered Programs for Seniors	Services for Seniors
Example: Fitness centre, group fitness, pickle ball, badminton, swimming, skating	Example: Out trips, fitness classes, ballroom dance, 'iPhones and iPads' course	Example: Wellness clinics, free workshops, free events, seniors facility passes (i.e. for clubs and groups at community centres, Minoru Place Activity Centre)
Adult rate: 19 to 64 years Seniors rate: 65+ years	Program would be open to 55+ years. Participants 55 to 64 years would pay an 'adult' rate. Participants 65+ years would pay a 'seniors' rate.	Opportunities would be open to 55+ years. Seniors facility passes for clubs and groups will be available for purchase to 55+ years.

Attachment 7: RFSP Implementation Plan

Focus	Action	External/ Internal	Others Involved	Time-frame
Program Administration	Continue to administer and promote the RFSP in its current state.	External		Ongoing
Program Administration	Complete a Privacy Impact Assessment of the RFSP to ensure compliance with FIPPA privacy legislation.	Internal	<ul style="list-style-type: none"> • Clerks • Corporate Compliance 	2017
Screening	Implement a streamlined application and screening process to test pilot ahead of revised program implementation. Adjust as needed.	Internal		2017
Evaluation and reporting	Develop outcome planning and evaluation framework to assist with reporting to Council and Community Partners.	Internal		2017
Technology	Ensure PerfectMind features meet RFSP database needs. <ul style="list-style-type: none"> • Secure 'subsidy' module • Ability to assign and track client credits • Customer interface • Additional features to improve affordable options (e.g. pro-rated monthly payments of an annual passes) 	Internal	<ul style="list-style-type: none"> • PerfectMind Implementation Leadership Group • Information Technology 	2017-18
Promotion	Develop and implement a communication strategy regarding the change in Seniors age for pricing.	External	<ul style="list-style-type: none"> • Community Services Departments • Communications 	2017-18
Program Administration	Clarify programs eligible for subsidy and process for addressing RFSP client participation in programs with contractors.	Internal/ External	<ul style="list-style-type: none"> • Community Services Departments • Richmond Olympic Oval 	2017-18

Focus	Action	External/ Internal	Others Involved	Time- frame
Program Administration	Identify and implement steps for creating and managing the Central Fund, including how carried-over funds are attributed to Community Partners for subsequent years.	Internal/ External	<ul style="list-style-type: none"> • Community Services Departments • Community Partners • Finance • PerfectMind Implementation Leadership Group • Information Technology 	2017-18
Promotion	Develop and implement a targeted promotional campaign aimed at residents living on low income to raise awareness of the revised program, including promotional materials, web content, outreach.	External	<ul style="list-style-type: none"> • Community Services Departments • Communications 	2018
Program Administration	Develop and implement a system to track RFSP usage with the Richmond Olympic Oval.	Internal/ External	<ul style="list-style-type: none"> • Richmond Olympic Oval 	2018
Promotion	Develop and implement a targeted promotional campaign to raise awareness among staff who work with people living on low income at social service agencies and institutional partners.	External	<ul style="list-style-type: none"> • RCSAC • SD38 • VCH • MCFD/MSD 	2018
Promotion	Develop and implement internal communications and training strategy to inform and prepare Community Services staff for the revised RFSP.	Internal	<ul style="list-style-type: none"> • Community Services Departments • Human Resources 	2018
Promotion	Promote low cost and free opportunities that would be suitable for adults aged 55 to 64 should be promoted in the Low Cost, No Cost brochure.	External	<ul style="list-style-type: none"> • Community Services Departments • Communications 	2018
Program Administration	Implement revised RFSP (<i>concurrently with PerfectMind implementation</i>).	Internal/ External	<ul style="list-style-type: none"> • Community Services Departments 	2018

Focus	Action	External/ Internal	Others Involved	Time- frame
Seniors	Implement a change in the age at which seniors pricing is in effect from 55 to 65 years of age (<i>concurrently with RFSP implementation</i>).	External	<ul style="list-style-type: none"> Community Services Departments 	2018
Evaluation and Reporting	Monitor RFSP participation and contribution amounts with quarterly usage updates shared with Community Partners in the first year of implementation.	Internal/ External	<ul style="list-style-type: none"> Community Partners Community Services Departments 	2018-2020
Evaluation and Reporting	Gather and monitor feedback from RFSP clients to identify opportunities for program improvement (e.g. via Let's Talk Richmond).	Internal/ External	<ul style="list-style-type: none"> RFSP Clients Communications 	2019-2020
Evaluation and Reporting	Formal progress report on RFSP participation and contribution amounts to City Council and Community Partners.	Internal/ External	<ul style="list-style-type: none"> Community Partners Community Services Departments 	2020
Evaluation and Reporting	Gather and monitor feedback from RFSP clients to identify opportunities for program improvement (e.g. via Let's Talk Richmond).	Internal/ External	<ul style="list-style-type: none"> RFSP Clients Communications 	2020
Screening	Develop and implement a referral process for pre-screened RFSP applications. <ul style="list-style-type: none"> Investigate implementing an agency recreation pass as a reciprocal measure for organizations that provide pre-screening support. 	Internal/ External	<ul style="list-style-type: none"> Selected community service agencies Community Partners 	2020
Evaluation and Reporting	Update report to Council regarding the first two years of implementation and any recommended program adjustments	Internal/ External	<ul style="list-style-type: none"> Community Services Departments 	2021



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee **Date:** September 1, 2017

From: Cathryn Volkering Carlile
General Manager, Community Services **File:** 06-2345-20-
GARR2/Vol 01

Re: **Garry Point Park Master Plan Update**

Staff Recommendation

That the staff report titled "Garry Point Park Master Plan Update," dated September 1, 2017, from the General Manager, Community Services, be received for information.

Cathryn Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO (Deputy) 	

CNCL - 337

Staff Report

Origin

At the October 27, 2015, Parks, Recreation and Cultural Services Committee meeting, the committee made the following referral:

- (1) That the 2017 Garry Point Park Legacy Pier Proposal be referred back to staff; and*
- (2) That staff report on the status of the current Garry Point Park Master Plan.*

The purpose of this report is in response to the second referral and details how the current uses at Garry Point Park conform or depart from the existing Garry Point Park Master Plan, which was developed in 1983.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

- 2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.*

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

- 3.2. A strong emphasis on physical and urban design.*

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

- 6.1. Safe and sustainable infrastructure.*
- 6.2. Infrastructure is reflective of and keeping pace with community need.*

Analysis

Background

The Garry Point Park is a popular destination for Richmond residents as well as regional visitors who are interested in the panoramic views and the pastoral landscape. Garry Point Park was the original location for the deposition of dredge spoils resulting in the 'dune-like' sand landscape of this reclaimed portion of land. The Garry Point Park Master Plan (Attachment 1) is the current master plan for the design and use of the Garry Point Park.

In 1983, a master plan for the Park was approved. Over the past 35 years, a number of changes to the Park have been implemented, some consistent with the Master Plan and others a departure from the vision portrayed in the original vision for the Park. Community growth, new recreational activities and trends, which may not have been envisioned in the early 1980's, indicate a master plan renewal should be considered for Garry Point Park.

Garry Point Park Master Plan Summary

Garry Point Park was envisioned to be a space supporting passive recreational activities in a natural, dune-like waterfront setting with expansive views out from this prominent location. It

was to have strong links to the greater Richmond open space system and the Steveston waterfront. The principle recommendations of the Master Plan include:

1. Rip-rap the shoreline to protect it from the wave action;
2. Create beach facilities to encourage water-based recreation;
3. Build a pedestrian walkway connecting the Park to Moncton Street and the Steveston Village core with a restaurant facility located in the vicinity;
4. Purchase the lots between Seventh Avenue and the existing park boundary and the land adjacent to Scotch Pond; and
5. Implement the Master Plan in five phases.

The Garry Point Park Master Plan divided the Garry Point Park into three distinct zones; they are:

1. The Commercial Zone: The smallest of the three zones, though the most intensively developed with the greatest amount of visitor activity. This zone serves as the transition between the more natural zones and the urban waterfront in Steveston. Proposed improvements included a pedestrian plaza, formal plantings and boardwalks providing access down to the water;
2. The Maintained Natural Zone: Proposed park features included a fresh water feature, a parking lot, open turf areas, and planting areas for naturalized trees and shrubs. The general use will be for passive recreational activities such as picnicking; and
3. The Natural Zone: The largest of the three proposed zones, it is characterized by dune-like landforms, undulating down towards the beach and Scotch Pond. Plantings will consist mainly of grasses and shrubs with limited tree plantings. Scotch Pond was shown to extend southeast into the Garry Point Park as a major inlet feature. The main use of this zone would be passive recreational activities such as strolling, sunbathing and sightseeing.

Garry Point Park today generally follows the recommended planning directions and the three distinct zones originally proposed. The Garry Point Park Master Plan also further defined a number of specific park features to be built. The following is a comparison between what was originally envisioned and what has or has not been implemented.

- A restaurant in the Commercial Zone: A facility including a lounge, dining room, snack concession and outdoor patio. While this facility was not built as originally envisioned, a successful concession stand exists at the same location in the “Commercial Zone.” The same building also houses the Garry Point Park’s caretaker suite, washrooms and storage facilities.

- Fisherman's Memorial: Park users can locate a memorial at one of the several prominent locations along the shoreline to commemorate the lives lost. Symbols suggested include: a fisherman's needle, a lighthouse or a historical beacon. The Fisherman's Memorial, in the form of a fisherman's needle, was built in 1996 at the eastern most headland as originally envisioned.
- Garry Point Tree: A Sitka Spruce located in the Garry Point Park served as a landmark for sailors until the late 1800's. Replanting the tree was suggested but has not been implemented.
- Japanese Garden: A four acre garden was proposed on the north side of the proposed pond and would serve to commemorate the Japanese heritage of Steveston. Planned to consist of both built and natural features of a traditional Japanese garden, the Kuno Gardens was built by members of the volunteer, community-based Wakayama Kenjin Kai. The garden is smaller than originally planned and situated close to the waterfront near the Fisherman's Memorial.
- Cherry Tree Planting: Wakayama Kenjin Kai donated over 250 Akebono Cherry trees in 2012. These were planted throughout the eastern portion of the Garry Point Park. This tree planting was not part of the original Garry Point Park Master Plan.
- Marine Interpretive Centre: Due to its prominent location, proximity to the Fraser River and heritage of the Steveston area, a centre was proposed to be located near the Scotch Pond extension. This was never implemented.
- Park Infrastructure: Typical park infrastructure for a park of this size and proposed use includes pedestrian level lighting, underground services, parking area and entry road, roadway lighting for these areas and access paths. All applicable features were to be made universally accessible. The plan proposed a parking lot near the end of Scotch Pond which was never built though a road to the proposed lot was.
- Land Acquisition: The properties along Seventh Street and Scotch Pond were purchased and are now part of the Garry Point Park.
- Shoreline Protection: Modifications of the three prominent headlands along the river have taken place to maintain the beaches and minimize impacts from storms, waves from ship traffic and river currents. Suggested measures include rip-rap and masonry walls. The beaches were designed for park user access to the water. Garry Point Park's waterfront is well protected by rip-rap and the two beaches are popular with visitors and are prominent features of the waterfront. Future challenges due to sea-level rise and more intense storm events will pose planning and engineering challenges which need to be considered.
- Community Involvement: The Master Plan recommended extensive involvement from local residents and groups to ensure success and "buy-in" from the community for the proposed changes. The Garry Point Park is a popular park with City residents as well as on a region-wide basis. The involvement of Wakayama Kenjin Kai in the ongoing

maintenance of the Kuno Gardens is an example of community involvement in the Garry Point Park.

- **Scotch Pond Extension:** An inlet connecting Scotch Pond to a proposed fresh water pond in the centre of the park was originally proposed but never built. Instead, only the shallow pond was created and is flooded on a seasonal basis to host skating when low temperatures permit. It is drained for a significant portion of the year.

Further to the exceptions noted above, there are a number of current park features and activities occurring on the site today which were not part of the Garry Point Park Master Plan vision. These include:

- Power kite flying is currently permitted in the park; and
- The steel piles and associated dock infrastructure installed to host large ships and maritime themed festivals (see below).

Large Event Space

In October 2010, a new waterfront development legacy project was initiated at Garry Point Park to enhance, promote and accommodate tourism and maritime activities within the Steveston Harbour. The improvements included a 600 foot floating dock and 12 steel piles to secure the structure. This location in front of Garry Point Park's western beach is where Richmond has the deepest water depths available to large vessels requiring a minimum of seven meters draft.

Several large events have occurred on the site in recent years. The City's Ships to Shore event in 2011 and the recent 2017 Ships to Shore King of the Sea, Kaiwo Maru festival demonstrated that the Garry Point Park could hold major, multi-day events, hosting tens of thousands of visitors from throughout metro Vancouver with little adverse impact on the Garry Point Park's infrastructure.

Though none of the aforementioned events were envisioned in the Garry Point Park Master Plan, the park's scale, size and waterfront location indicates that such events are a suitable use of the Garry Point Park. The success of these events demonstrates a possible need to consider park infrastructure upgrades to better accommodate annual events as well as potential one-time events such as a music festival or multi-cultural event. Proposed changes to the existing infrastructure should be considered in concert with an updated vision for the entire Garry Point Park.

Scotch Pond

Scotch Pond, along the northern edge of the Garry Point Park, is an active moorage area for commercial fishers. Scotch Pond was not part of the Master Plan. It was originally constructed as part of the Scottish Canadian Cannery, a commercial facility entirely built on piles. In the intervening years, it was actively used for maritime related industrial activities such as boat building, moorage and fishing. Water access to Scotch Pond is limited to high tide events only for most boats currently moored at this location. The slough has been dredged several times in the past and currently requires dredging.

In 1992, Scotch Pond was designated a Municipal Heritage Site; the Scotch Pond Heritage Cooperative (the Cooperative) was incorporated at that time. The Cooperative entered into a Licence to Occupy Agreement with the City in 1993 which rolls over annually in December and is still in place. The existing license assigns the Cooperative exclusive access to the site for \$1 per annum and can be terminated by either party with one year's notice.

The Cooperative has responsibility for the operation and management of Scotch Pond including the leasing of moorage and locker space to its members, site security, maintenance, repair and improvements to the building, floats, dock ramps, net racks, and parking lot and utility costs.

Garry Point Park Master Plan Update

The master plan document for Garry Point Park was completed in 1983. Elements of the Master Plan have been implemented while others have not. Some of the changes to the Park were not anticipated in the Master Plan but evolved over time. The installation of steel piles and temporary floats and hosting a maritime festival site are examples of changes not originally envisioned. The proposed pier and dock upgrades along the Fraser River is another example of a change to the original Master Plan.

A future vision for and management of the Scotch Pond area should also be incorporated into a proposed update for Garry Point Park. The future uses, management, and in particular the need to dredge the slough to maintain access outside of high tide events, is connected to what is planned for Garry Point Park.

With all of these planning and land use issues to consider, an update to the Garry Point Park Master Plan is recommended.

Financial Impact

None.

Conclusion

An update to the Garry Point Park Master Plan is scheduled to commence in late 2018, pending approval of a funding request which will be submitted as part of the 2018 budget process.



Alexander Kurnicki
Research Planner 2
(604-276-4099)

Att. 1: Garry Point Park Master Plan



GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND
PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/HANSON-ERB



GP 78

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landplan collaborative limited

June 30, 1983.

Garry Point Technical Committee
The Corporation of the Township of Richmond
Municipal Offices
6911 No.3 Road
Richmond, British Columbia
V6Y 2C1

Dear Sirs:

RE: GARRY POINT PARK - MASTER PLAN

We are pleased to submit our final report for the long range development of Garry Point Park. The Garry Point site is a magnificent opportunity to provide the residents of Richmond with a waterfront park that will serve as a focus for community pride and spirit. The park will be a major asset in the Richmond park system providing for passive recreational activity in a beautiful waterfront setting. Garry Point will complement Minoru Park and The Richmond Nature Park as the backbone of open space in Richmond.

It is emphasized that the development of this park is a long term project. Civic parks of the size and anticipated quality of Garry Point are rarely built in one step but are developed over a period of time as funding is made available and demand for services increases. It must be recognized that during this time the community's needs and desires will change and these changes will provide the basis for ongoing modification of the park master plan.

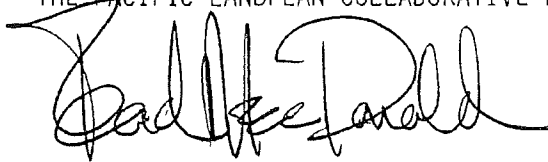
We are grateful to the Technical Committee for their help and team approach during the planning process. We also express our gratitude to the members of staff in Planning, Engineering and Leisure Services for their contributions. Finally, we thank the Steveston Community Society and the

Continued

residents of Richmond for providing information and
inspiration that will make Garry Point a special place
for generations to come.

Yours truly,

THE PACIFIC LANDPLAN COLLABORATIVE LTD.

A handwritten signature in black ink, appearing to read "Rod MacDonald". The signature is stylized with large, sweeping loops and a long horizontal tail.

Rod MacDonald
Principal

RM/jag

GARRY POINT PARK MASTER PLAN - RICHMOND, B.C.

prepared for

THE MUNICIPALITY OF THE TOWNSHIP OF RICHMOND

THE PACIFIC LANDPLAN COLLABORATIVE LTD.

HANSON & ERB ARCHITECTS

JUNE 1983

CNCL - 346

GARRY POINT PARK MASTER PLAN - RICHMOND, BRITISH COLUMBIA

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ACKNOWLEDGEMENTS AND STUDY TEAM

A park is a community asset. It is important that the park planning process incorporate the values and preferences of those people who will use the park and those who will be responsible for its successful development. The study team wishes to acknowledge the assistance provided by the following groups and individuals. Their assistance is highly valued in providing information, direction and inspiration:

Richmond Council - Mayor G. Blair and Alderman E.T. Novakowski, H. Mawby, C. Percival-Smith, K. Kumagai, G.C. Halsey-Brandt, R.A. McMath, H. Steves, T. Youngberg.

All members and organizations represented by the Steveston Community Society.

Mr. Colon Kingman, Department of Public Works Canada.
Mr. Ossie Isfeld, Department of Public Works Canada.
Mr. Allan Domaas, Fraser River Harbour Commission.
Mr. Tom Grozier, Fraser River Harbour Commission.

Staff members of the Department of Leisure Services.
Staff members of the Richmond Planning Department.

And the residents of Richmond and Steveston who attended public workshops and public presentations.

Study team members including:

Staff Technical Committee

Mr. M. Brow - Department of Leisure Services

Mr. G. Brown - Richmond Engineering

Mr. T. Jenkinson - Richmond Planning

Mr. D. Sandberg - Steveston Community Society Representative
Consultants

Mr. W. Bauer - Shore-Resource Consultant

Mr. F. Ducote - Hanson and Erb, Architects

Mr. B. Johnston - PERC

Mr. R. MacDonald - Pacific Landplan Collaborative

Mr. R. Maruyama - Pacific Landplan Collaborative

Mr. D. Reid - Pacific Landplan Collaborative

STUDY TERMS OF REFERENCE

This report was commissioned by the Municipality of Richmond in December, 1982. The original terms of reference were as follows:

1. To prepare a development plan for a municipal park on the 25 acre site of Garry Point to include limited commercial development.

Municipal Park in Richmond means one which will represent the Municipal wide needs of Richmond as opposed to simply the community and neighbourhood needs.

Limited Commercial refers to the recognized potential in this site for developing a theme restaurant with some meeting space in an area not to exceed three (3) acres (including parking).

2. To prepare a plan which will both meet the municipal wide needs and enhance the character of Steveston as a community.
3. To prepare a plan which will tie into and complement the existing municipal Trails Plan.
4. To prepare a plan which will integrate into the proposed surrounding land uses.
5. To prepare a phased development plan over a five year period.
6. To prepare preliminary cost estimates for the total development.
7. To prepare drawings of the final plan in sufficient detail to provide a base from which construction drawings may be prepared.

EXECUTIVE SUMMARY

The purpose of this study is to develop the long range master plan for Garry Point Park.

To start, it was necessary to examine the constraints and opportunities of the proposed park site. The size, waterfront location, and scenic resources of the proposed site provides a spectacular setting for a park. The major obstacles to easy development of the park site include: the lack of proper shoreline protection, flooding potential, poor soil conditions for proper plant growth and ownership of adjacent properties.

In conjunction with the site analysis, it was necessary to establish a program of activities, facilities and special features. The results of the program development indicated that the park should provide passive recreation activities in as natural a setting as possible. The one exception to this was the municipalities request that an area be set aside for a limited commercial zone for a restaurant and associated facilities.

Both site analysis and program were used as a basis for the development of two concepts. Both concepts combined the same activities but organized them differently on the site. Concept 1 located the restaurant along The Fraser River at the end of the Steveston Harbourfront while Concept 2 located the restaurant at Scotch Pond. The different restaurant locations dictated the locations of other activities and features. Both concepts included: beaches along The Fraser River, trails, an internal water feature, winter garden, amphitheatre, lookouts, picnic sites, scenic drive, interpretative centre, open space and on-site parking. Although the public workshop did not completely endorse either of the concepts, it was agreed that the preferred concept was a combination of the original concepts with a consensus that the ideal location for the restaurant was on The Fraser river side of the park next to the Public Works Canada wharf. There was consensus that the park should include some facility or characteristic which reflects the cultural history of the Japanese community in the Steveston area.

The final master plan was developed in five phases, each phase providing a logical step in terms of construction sequence and a long term progression to ease the financial burden of the overall development. The masterplan was divided into three zones, a commercial zone, a natural maintained zone and a natural zone. Each zone will have a distinct character and support activities compatible with the zone and with each other. The size of each

zone will be as follows: commercial zone 2.5 acres, the maintained natural zone 11 acres and natural zone 21.5 acres.

The total cost of development will be approximately \$4,432,200.00 . This will include:

Phase I	Shoreline Protection and Beach Development	\$ 551,024.00
Phase II	Beach and Landform Development	\$ 402,932.00
Phase III	Parking Lot, Entrance road and Landscaping	\$ 777,429.00
Phase IV	Wharf Costruction, Washrooms and Landscaping	\$1,588,621.00
Phase V	Restaurant, Japanese Garden, Interpretative Centre and Playground	\$1,055,000.00
Total Development Cost		\$4,480,506.00

Of this total cost, the cost of the restaurant building and associated features will be approximently:

1.	Restaurant Building	\$ 420,000.00
2.	Portion of Wharf and Steps	\$ 352,836.00
3.	Walkways and Ramps	\$ 16,630.00
4.	Entrance Plaza	\$ 94,940.00
5.	Landscaping	\$ 37,361.00
6.	Portion of Parking Lot, Entrance Roads, Lighting and Services	\$ 173,625.00
Total Cost		\$1,092,392.00
% of total park cost		25%

ANALYSIS OF COSTS PER ACRE

1.	Standard park development in Richmond	\$ 25,000.00
2.	Total cost per acre up to the end of Phase III development	\$ 49,468.00
3.	Total cost per acre up to the end of Phase IV development	\$ 94,857.00
4.	Total cost per acre not including restaurant development	\$ 96,717.00
5.	Total cost per acre of all five phases of development	\$ 128,014.00

Selected Recommendations

1. It is recommended that Garry Point be developed for passive recreational activities, linked with the Richmond open space system and exploiting its waterfront resources.
2. It is recommended that shoreline protection be implemented as the first phase of development to ensure that future projects are protected from wave and flooding damage.
3. It is recommended that the park include beach facilities for land based recreation but that water based recreation will not be encouraged along the Fraser River.
4. It is recommended that the park be linked by a pedestrian walkway along Moncton Street to the Steveston Village Core and the Parks Canada Historical Site.
5. It is recommended that different community groups be approached to act as non-profit fund raisers for developing the park features. eg. Richmond Nature Society
6. It is recommended that the restaurant be developed as a joint venture between the municipality and private interests.

7. It is recommended that in the best interests of the park, the municipality purchase the lots between Seventh Avenue and the existing park boundary as a priority one and the land adjacent to Scotch Pond as a priority two. In the event that outright purchase is impossible, the municipality should negotiate with future land owners to determine the optimum development potential which would benefit both park and private interests.
8. It is recommended that the park be developed in five phases however, if priorities change construction sequence could be modified to accommodate special projects such as the restaurant, interpretive centre, etc.
9. It is recommended that detailed working drawings and specifications will be required for all phases of development to ensure development quality, optimum development costs, lower maintenance costs, and longevity of structures.

1. INTRODUCTION

Garry Point represents an example of the evolution of land use as it relates to waterfront property in cities and towns across Canada. Over the past two decades Canadian cities have rediscovered the recreation value of their waterfronts and major efforts have been made to recycle obsolete land uses for more productive and attractive uses. Each waterfront presents its own unique opportunities and many provide potential for recreation use. Garry Point is especially endowed with a number of characteristics that make it particularly suitable for park development. Some of these opportunities include:

1. 25 ACRES OF CONSOLIDATED LAND

Although there is sizeable pieces of linear open space along the Richmond (Lulu Island) shoreline, at no one point is there as large a land mass as is available at Garry Point. Garry Point represents the largest singular parcel of land which can provide a significant recreation waterfront park between Vancouver's Southlands in the north and Tsawassen in the south.

2. PROXIMITY TO WATER

Although the water surrounding Garry Point has little value as a recreational resource, water is a universal attraction to people of all ages. The magnitude of water activity caused by fishing boats, dredges and commercial craft provides an immediate source of entertainment for all visitors. Garry Point's proximity at the mouth of a great river and the Georgia Strait gives it a prominence that few other locations in the lower mainland can provide.

3. SCENIC RESOURCES

Garry Point is on the interface between natural and cultural landscapes. Views from this site include land and water landscapes that can capture the imagination of any visitor.

4. CLIMATE

Garry Point offers a moderate climate providing opportunities for all-weather, four season use. The dyke provides leeward shelter from offshore winds and the park's design should further expand all-weather opportunities wherever possible.

5. PROXIMITY TO A NATURAL SYSTEM

The proposed park is located in the heart of a dynamic natural system. Estuaries and deltas represent two of the most productive and important biological systems on the British Columbia coast, indeed anywhere. Their significance as part of the marine food chains and as a habitat area extends far beyond their geographical boundaries.

6. PROXIMITY TO A HERITAGE COMMUNITY

Steveston as one of the oldest fishing communities in B.C. and the settlement of the delta represents a significant step in provincial history. Again, the park is near the centre of these historical events and provides opportunities to exploit this important heritage, complementing the proposed museum at the Gulf of Georgia Cannery.

7. PROXIMITY TO A HISTORICAL SITE

The intent of Parks Canada to preserve the Gulf of Georgia Cannery as a historical site can only have a positive influence on the proposed park site. Not only is there opportunity to physically link the cannery site with the park but there is an opportunity to take advantage of the type and quality of presentation that Parks Canada will develop for its interpretative program.

8. CONNECTION TO EXISTING OPEN SPACE AND TRAILS SYSTEM

The location of the park makes it a natural node in a partially developed and well used linear parks and

trails system. The park can serve as an anchor acting both as a point of origin and destination for recreation users. It can also serve as the place where the pedestrian oriented Sturgeons Banks dyke trail comes into contact with the working waterfront and commercial core on Moncton Street.

9. PROXIMITY TO POPULATION

The park's geographical relationship to residential areas provides an immediate user group. The type and intensity of development will dictate its ability to draw users from the local Steveston community and Richmond at large. Steveston Community Centre and the Martial Arts Centre already serve much of the active liesure needs of the community. Gilbert Beach, Landon Farm and possibly Steveston Island will further enhance liesure opportunities in the community.

The following master plan has been prepared to recommend development which will optimize recreational use of the site while overcoming its constraints to development. The challenge is to identify the best combination and use of site opportunities through analysis of "the user", the environment, existing site conditions, the economics of construction and management and the cost/benefit of the expenditure of public funds.

2. MASTER PLAN PHASES AND IMPLEMENTATION

The master plan is a refinement of the preliminary concepts incorporating response from the workshop. The plan is based on an understanding of constraints and opportunities of the site, the preferred program established by the public workshop and the preferred layout as a combination of preliminary concepts one and two. Since few parks of this size can be developed in one step, the master plan provides a framework for development in a series of steps over a period of time. Timing and order of development will be established by the logical progression of development of facilities and the availability of funds.

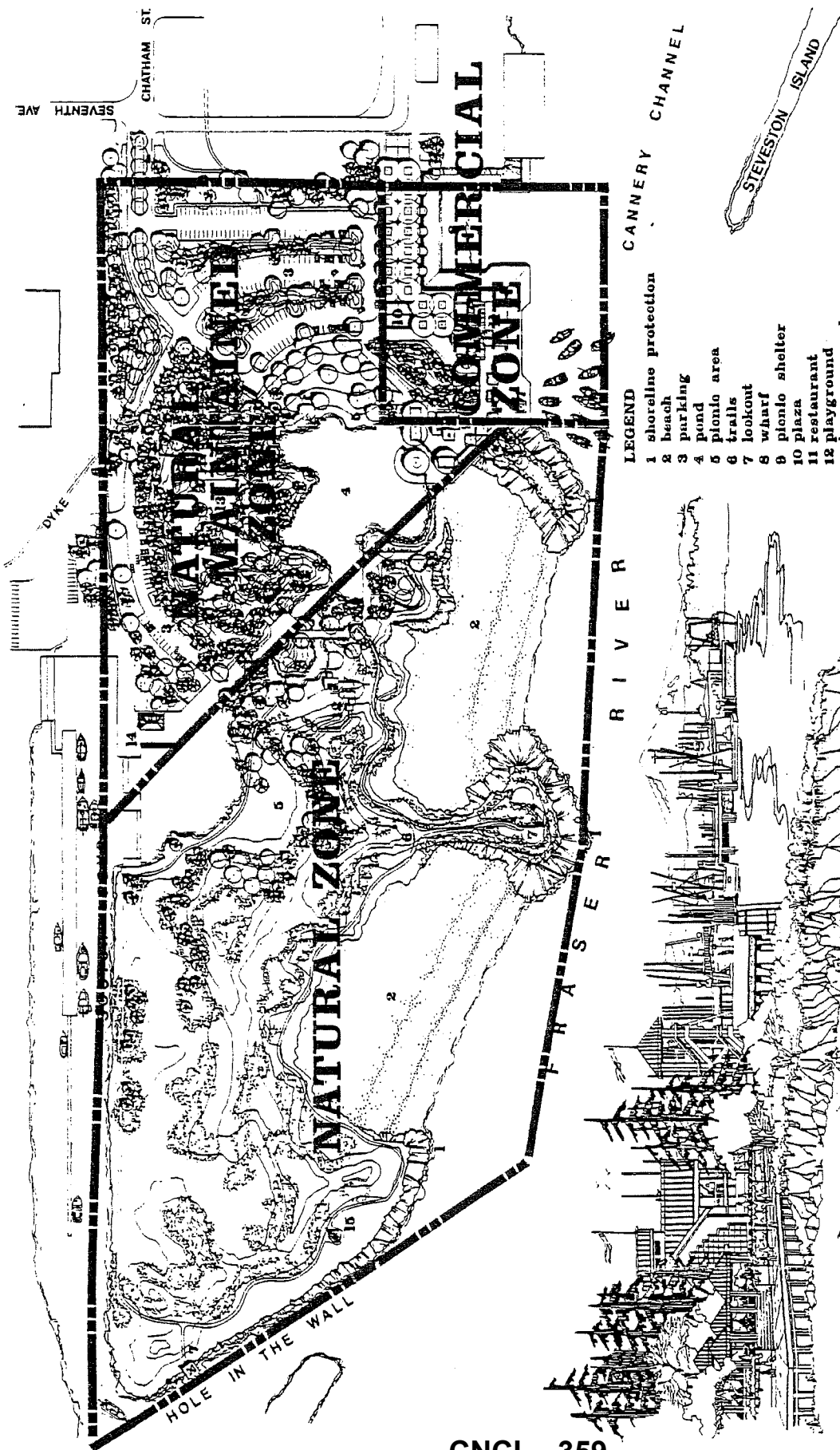
2.1 Park Character

The park will be divided into three zones each with its own appearance and distinct level of activity.

2.1.1 The Commercial Zone

The commercial area will be the smallest zone in the park and will be located in the south-east corner of the site. The commercial zone will be the most intensively developed area of the park and will sustain the greatest amount of visitor activity. This zone will provide a logical transition between the extremes of the park's natural landscapes and the urbanized waterfront and residential areas of Steveston.

This transition is accomplished in the design by extending Moncton Street into the park in the form of a pedestrian plaza. The plaza will incorporate some feature to act as a focal point for the end of Moncton Street. eg. flags, clock tower, etc. The plaza serves as the major pedestrian entrance to the park and because of its proximity to the water provides an opportunity to immediately establish the water theme. The commercial area is characterized by paved surfaces with some formal planting in the plaza and more natural random planting in the parking lot and between the restaurant and the beach areas.



- LEGEND**
- 1 shoreline protection
 - 2 beach
 - 3 parking
 - 4 pond
 - 5 picnic area
 - 6 trails
 - 7 lookout
 - 8 wharf
 - 9 picnic shelter
 - 10 plaza
 - 11 restaurant
 - 12 playground
 - 13 japanese garden
 - 14 interpretive centre
 - 16 gurry point tree

**DEVELOPMENT
PHASE FIVE**



GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND · PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/HANSON/ERB

The commercial area provides access to the water along the wharf and tidal stairs. It was considered important to allow the visitor access to the water as soon as possible after entering the park.

2.1.2 The Maintained Natural Zone

This area includes that portion of the park includes the fresh water feature, the parking lot and adjacent areas. This zone will include open areas of turf and plantings of natural shrubs and trees. The water feature will provide the focus for the development of other facilities. The open space will be used for passive activities requiring larger open areas for groups of park visitors. eg. picnicking

2.1.3 The Natural Zone

This will be the largest area of the park and will be located between the western tip and the west side of the water feature. This area will be characterized by dune-like landforms and planting that would be associated with dunes and shoreline landscapes. Dunes will be designed with moderately steep and gradual slopes to create sheltered pockets along the back of the beaches and along Scotch Pond.

Planting will consist mainly of grasses and a variety of shrubs. Trees will be restricted in numbers and limited to primitive species associated with delta, shoreline and estuary landscapes. Planting will be designed to require a minimum amount of maintenance. There will be no turf areas.

The zone will be used mainly by individuals and small groups of people strolling and sightseeing. Larger groups of people will be attracted to the beach area.

2.2 Activities and Facilities

The park design will support a variety of passive recreation activities. These are summarized below:

2.2.1 Picnicking - picnicking is provided in several locations for different group sizes. Picnic areas are located close to parking for easy access and near water to provide interesting views to the river activity. The largest area is located between the main parking lot and the pond. It is anticipated this area will get the major amount of use because of its easy access to cars. A smaller area is located next to the extension of Scotch Pond with views to fishing wharf and boats. It is assumed that children of all ages can play along the water's edge in both locations in relative safety.

For all weather picnicking, a shelter is provided on the west side of the mound next to the restaurant. This facility will be designed to accommodate larger groups such as family reunions, company picnics, etc. It is anticipated that this area could be reserved for these special occasions. The shelter will include water, barbecues, fire pit and public address system. This same area could also serve for special events such as the Salmon Festival.

2.2.2 Walking - the park will provide a continuous walking trail around Garry Point. The trail will provide access to the water and views to off-site scenic resources. Lookouts will be provided at the promontory between the two beaches and at a structured lookout on the north-east corner of the park. Both lookout areas will include seating.

Seating will be provided at convenient locations along the trail to take advantage of views and sheltered locations wherever possible. Interpretive signage will be located along the trail to explain the different views, bird migration and to provide information about the fishing fleet, identifying types of fishing craft, their equipment, capacity, etc. Dog stations should be located at the entrance to the park and at other convenient locations.

The trail will all connect to the dyke trail and Moncton Street. Signs should be provided to give information about the trails system and location of other points of interest in the area.

- 2.2.3 Sunbathing - the park design includes two beach areas of approximately 20,000 square metres. These beaches are intended for land based recreation only and signage will be required to warn people to stay out of the water. The beach area will be serviced by a washroom and change house located between the two beaches. This structure should be designed to integrate with its setting and not obstruct views or visually dominate the back shore area. Fire pits will be located in the back shore area and wood provided from the storm beach.
- 2.2.4 Freeplay - this refers to casual sports such as frisbee, kite flying, model boating, etc. Although limited area is provided for these activities, the picnic sites lend themselves to pick-up sports and related activities.
- 2.2.5 Fishing - it is anticipated that the restaurant wharf and beaches will provide adequate fishing areas for the sports fisherman.
- 2.2.6 Children's Play - a playground area has been designated along the west edge of the pond. It is emphasized that this playground should be custom built and not a collection of the contemporary structures to be found in most urban playgrounds. The playground will be designed on a marine theme and will have sections which cater to pre-schoolers, children five to seven and eight to eleven. The playground will include: access to water, a hard surfaced area, a safe sand jumping bank and structure which duplicates the present sand cliffs, and climbing and moving equipment which captures the appearance and feeling of fishing boats, equipment and wharves.

2.3 Special Features

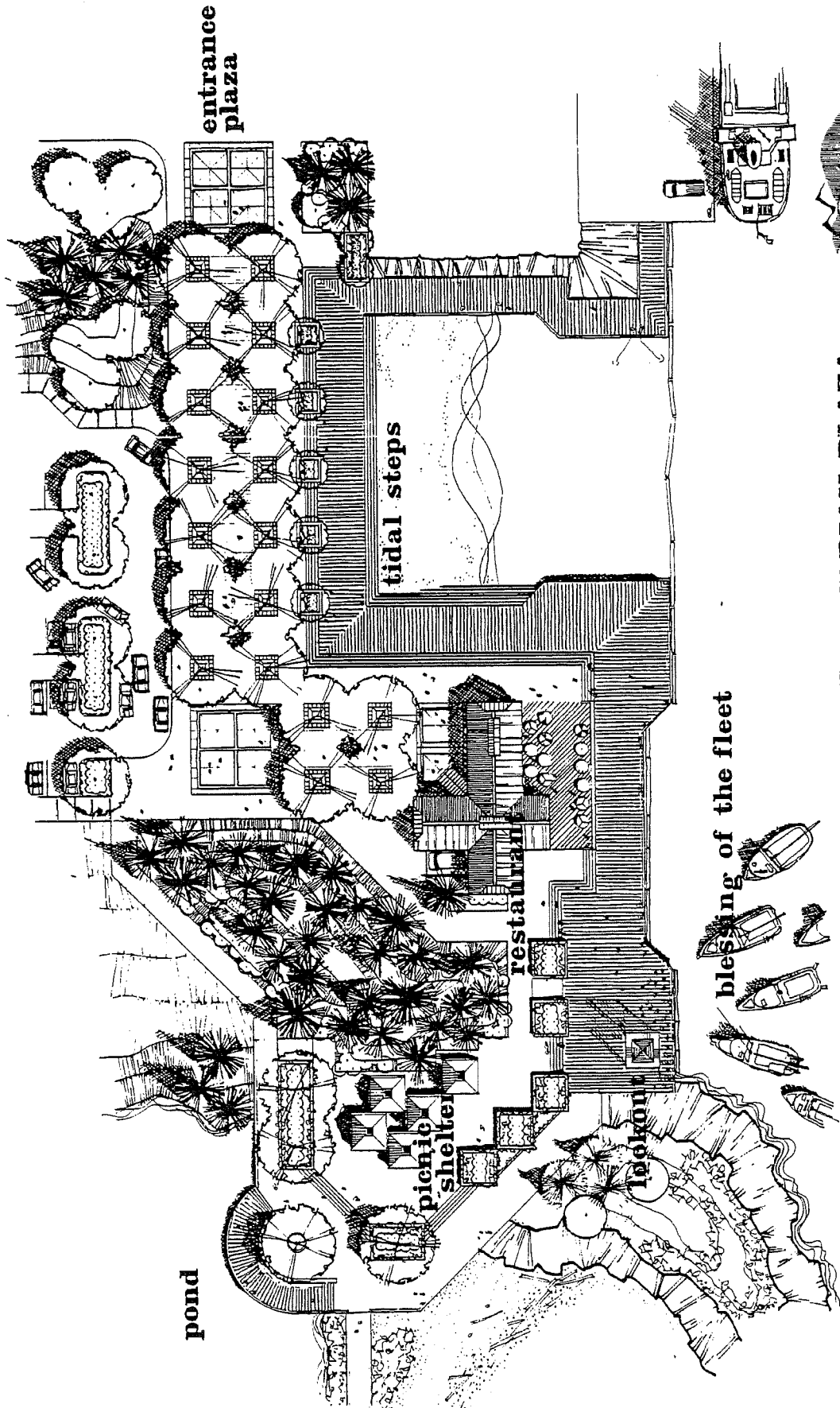
The park masterplan is designed to accommodate a number of special features. These features will require special funding and their feasibility depends largely on community interest and support.

- 2.3.1 Restaurant - the commercial zone has been designed to allow for a 5,200 square foot restaurant. The restaurant is seen as a destination facility able to attract people from anywhere in Richmond or the Lower Mainland. Its implementation could be a joint venture between municipality and private interests or any one of many concession arrangements.

The structure is perceived as a two storey building providing a lounge, dining room, snack concession and outdoor patio. The building would have its own service area and would be serviced through the pedestrian plaza at non peak periods. Suggestions were made during the public workshop that the architectural character of the building should be established on a Japanese theme. It is felt that this would limit the type of tenant and that a structure more in keeping with the harbourfront architecture would be appropriate.

Although implementation of the restaurant could proceed at anytime, it is recommended that linking its development with other Steveston developments such as the Parks Canada Historic Site and the B.C. Packers Residential Development would be appropriate.

- 2.3.2 Fisherman's Memorial - there are several prominent locations for a Fisherman's Memorial to be dedicated to those who have lost their lives and spent their lives providing a basic food commodity to the nation. Several appropriate symbols have been proposed including: a fisherman's needle, a lighthouse or beacon similiar to the structure which was located at the tip of the point in the early 1900's, statuary of men and women in the fishing industry, etc.



entrance plaza

tidal steps

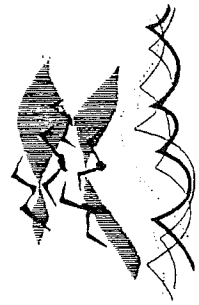
restaurant

bleeding of the fleet

picnic shelter

lookout

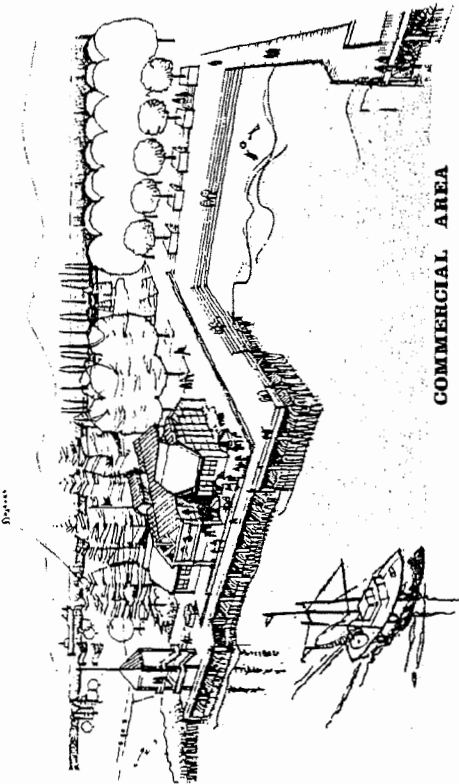
pond



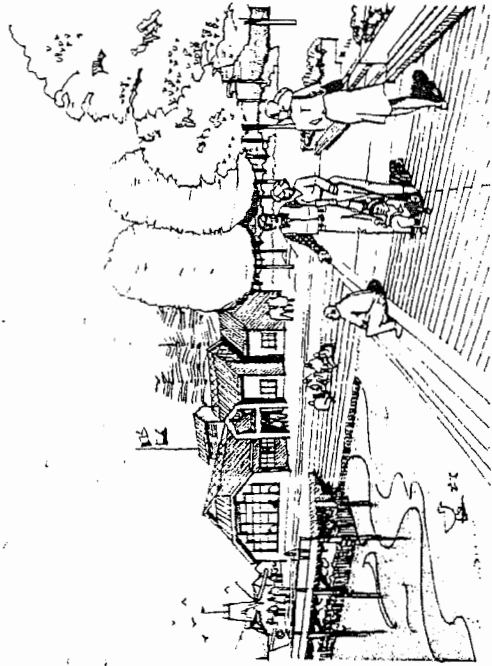
WHARF, RESTAURANT & PEDESTRIAN PLAZA

GARRY POINT PARK

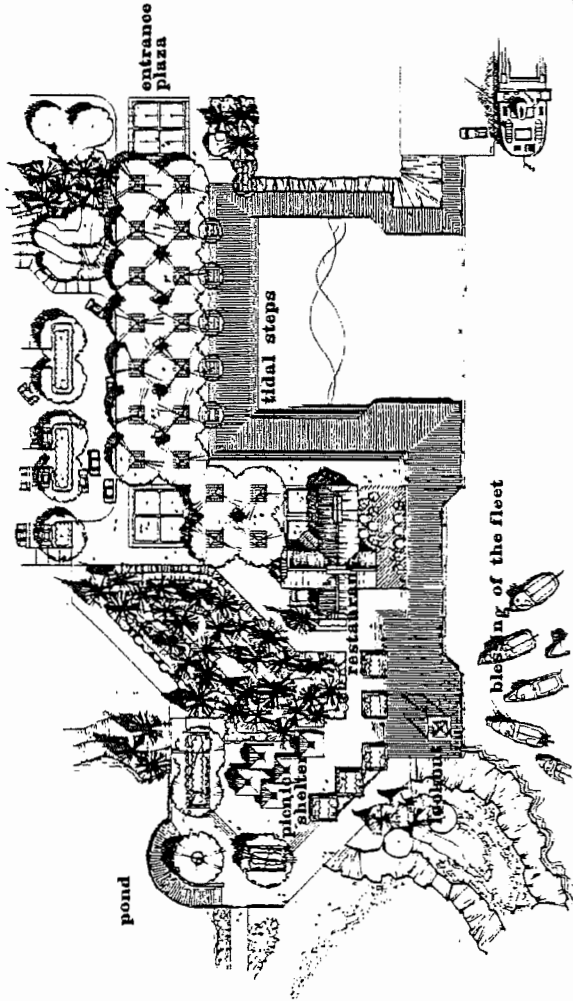
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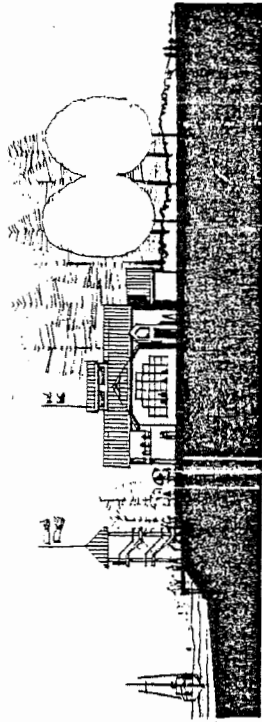
COMMERCIAL AREA



TIDAL STEPS & BOARDWALK



WHARF, RESTAURANT & PEDESTRIAN PLAZA



RESTAURANT ELEVATION



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IMAGES

Most likely locations include the plaza at the Moncton Street entrance, the wharf near the restaurant, the promontory between the two beaches or anywhere along the trail on the Fraser side of the park.

2.3.3

Garry Point Tree

Until the late 1800's a large tree, probably a Sitka Spruce was located at the end of Garry Point. This tree served as a navigational marker to sailors and pioneers arriving to the lower mainland and the mouth of the Fraser. Replanting the tree is perceived as an appropriate gesture to recapturing some of the heritage value of the Point.

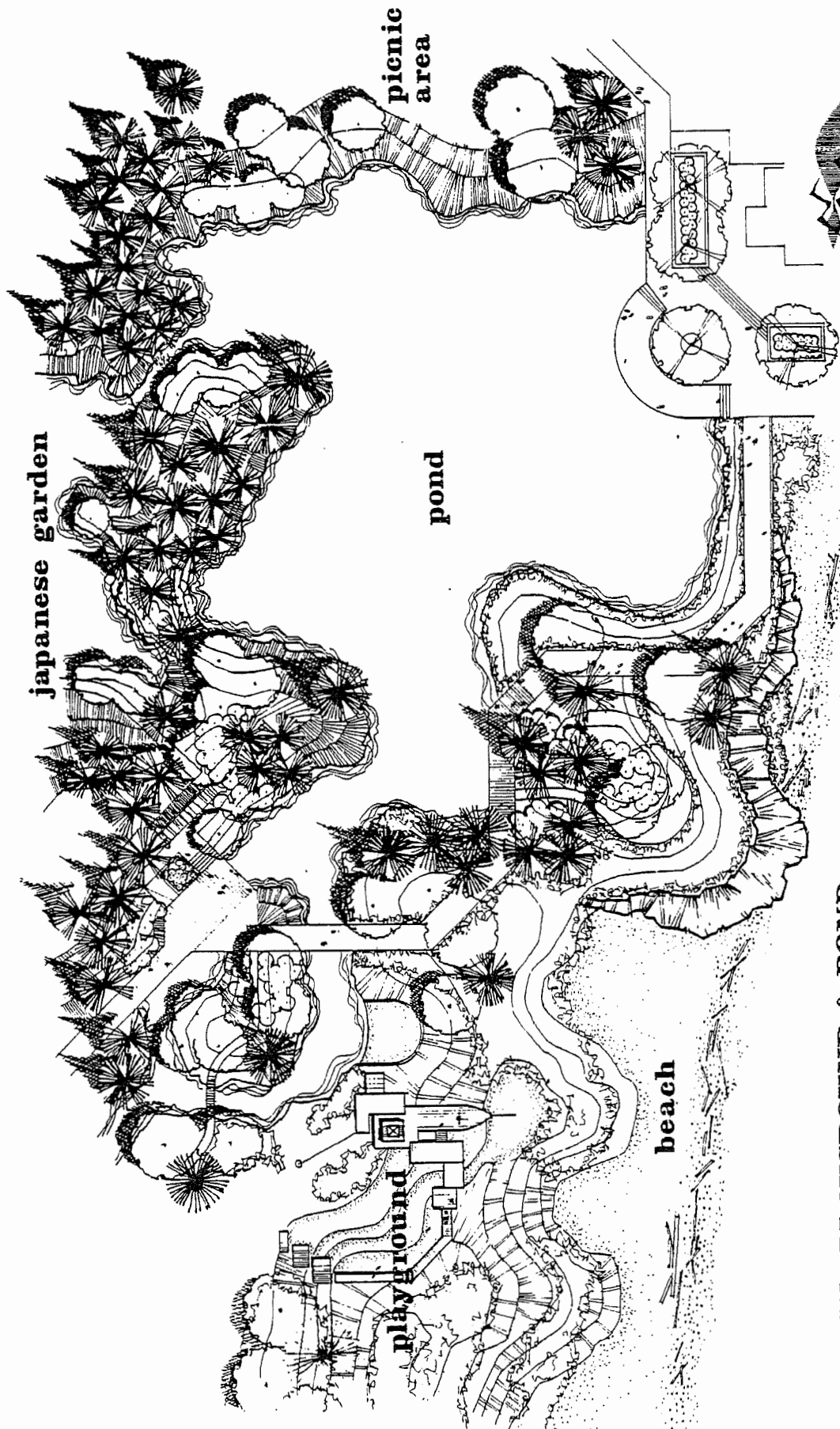
2.3.4

Japanese Garden

A large area of approximately four acres has been layed out on the north side of the pond. In the earlier phases of park development this will be an area of open space for freeplay and pick-up sports. In the long term the area could be ideally suited for a traditional Japanese Garden to recognize the heritage and importance of the Japanese community in Steveston today and in the past.

Although traditional Japanese gardens are very manicured, they symbolize natural qualities and characteristics and it is felt that the garden could be made to blend with other landscape features of the park. The traditional garden is oriented inward requiring substantial screening, making integration with the park landscape relatively easy.

The garden could consist of two parts, a wet garden with pond and appropriate features and dry garden with gravel beds and other symbolic features. The two parts of the garden could be separated by a structure resembling a traditional Japanese house. This could serve as a museum of Japanese history



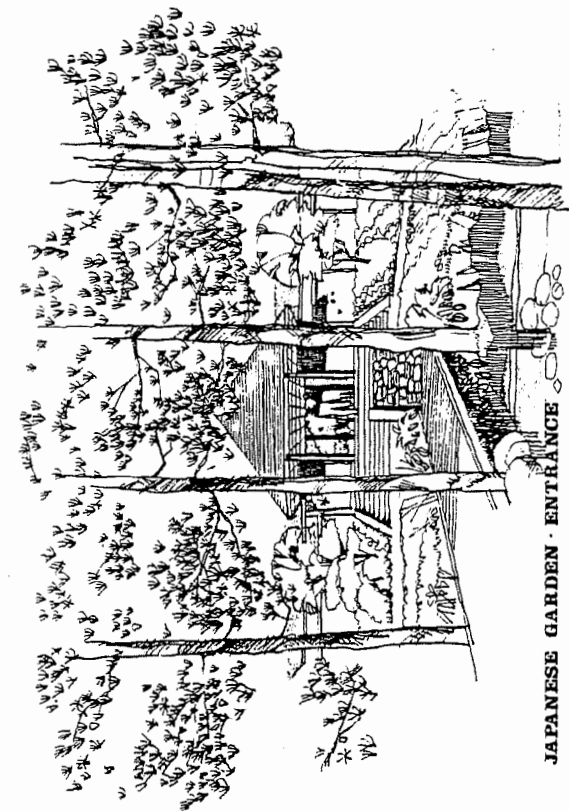
CNCL - 367

BEACH, PLAYGROUND & POND

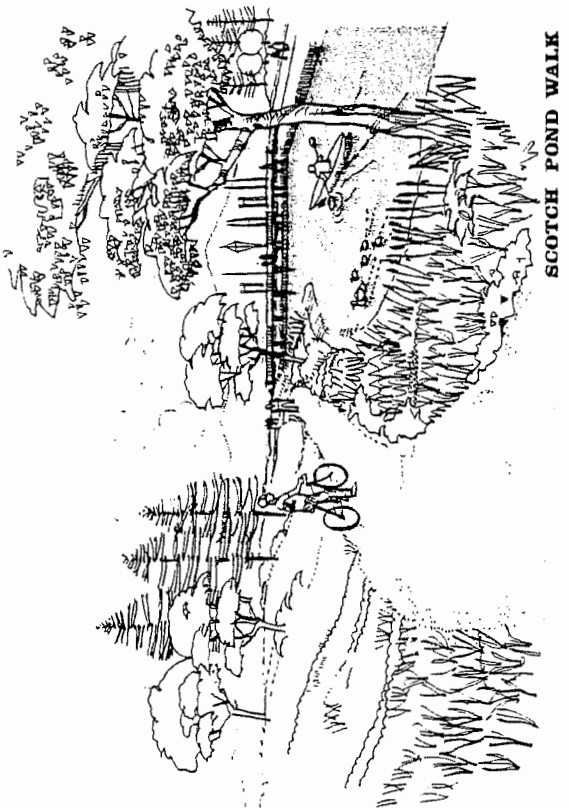
GARRY POINT PARK

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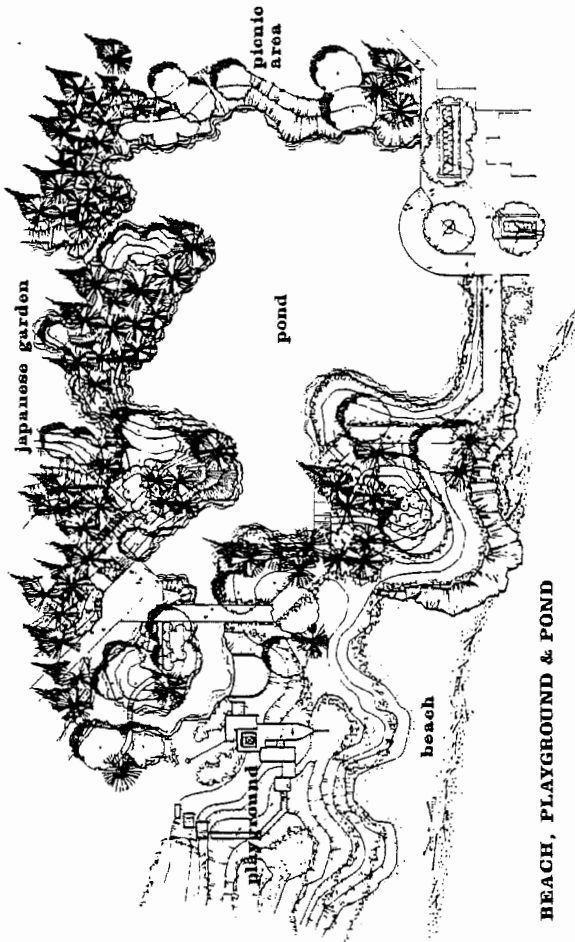




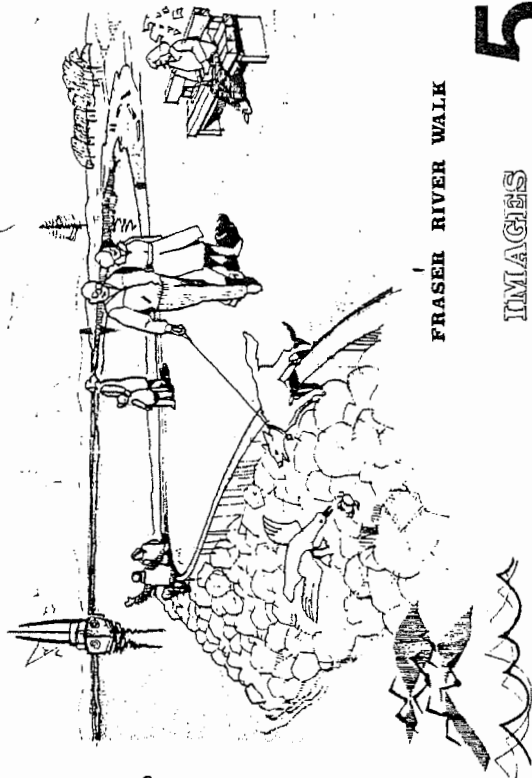
JAPANESE GARDEN · ENTRANCE



SCOTCH POND WALK



BEACH, PLAYGROUND & POND



FRASER RIVER WALK

GARRY POINT PARK

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IMAGIES

in the area, bonsai display, etc. It is possible the garden could be developed to become a well known feature of the park to the extent that a small fee could be charged to help offset the maintenance costs. A traditional Japanese garden will require extensive maintenance and this cost must be considered in any decision to proceed with development.

2.3.5

Marine Interpretive Centre

The park is ideally suited for an outdoor education facility. Its location on the Fraser, the delta, Sturgeon Bank and its settlement history makes it a prime vehicle for both natural and historical interpretation. A small biological station which could be used by classrooms during the school year and by park visitors at other specified times would provide a very complementary facility to the school system and the Richmond Nature Park.

The availability of Parks Canada expertise at the Gulf of Georgia Cannery provides an ideal opportunity not only to utilize Parks Canada's resources but also to build a complementary program between the park and the historic site.

The facility will be located on the Scotch Pond extension. It is perceived as being a very simple structure with room for a small classroom, displays, washroom and service/storage. Suggestions have been made to include a group of non-motorized boats. eg. flat bottom punts, to provide classroom access to Sturgeon Bank and water safety drills.

The program could be established by the science teachers of Richmond who could use the resources of Parks Canada, West Water Research, UBC, Small Craft Harbours, DPW, GVRD and other government agencies.

2.4 Park Infrastructure

The park will require the standard services including water supply, storm and sanitary sewer, fire protection supply, electrical supply and telephone lines. All services should be supplied underground with no overhead lines. The existing electrical supply to the navigational lights will be buried.

Lighting will be provided for the parking areas and pedestrian walkways. All lighting should be low level lighting. Pedestrian lighting should be designed to create different types of visual effects as well as providing for the safety and security of park users. Exterior lighting of structures and buildings should be kept to a minimum. The solution to vandalism is the creation of a popular park not an overdesigned lighting system.

The parking area is designed to accommodate 177 vehicles, 4 camper trailers and 3 buses. Handicapped stalls should be located close to the restaurant area. The expanded boulevards in the main parking lot should be heavily planted to help in the screening affect of the neighbouring apartments.

The entrance road should be adqutely lit and signed to ensure proper vehicular access. Bollards should be used where vehicles might otherwise have easy access to pedestrian areas.

All trails, buildings and grade changes should be designed to accommodate handicapped access. This is of particular importance around the restaurant and interpretive center.

2.5 Further Land Acquisition

Two parcels of land should be considered for further land acquisition.

2.5.1 Seventh Street Lots - the acquisition of these lots should be given priority over the acquisition of the Scotch Pond property. The development of these lots could represent a real threat to the park if the proposed uses were incompatible or site planning and architectural design were poorly implemented. Industrial or commercial uses could create structures and activities whose appearance would be very detrimental to the park.

Purchasing these lots would remove the possibility of these negative affects. Municipal ownership would give the park a proper face on Seventh Avenue and allow pedestrian access to the site. The park would integrate better with the community and the core area. Should additional parking be required for the park, the area could accommodate an additional 70 cars. The streetscape along Seventh Avenue could be improved to give the park a positive identity and to provide a attractive entrance.

2.5.2 Scotch Pond Property - the acquisition of this property is important but not as critical as the Seventh Street lots. Although the strip of land along Scotch Pond restricts developing the park to the water's edge, any future use of this property is limited by the agricultural zoning and by the size of the land parcel. It may also be possible to negotiate development rights such that the park could be developed to the water's edge.

Acquisition of this property in the long term would secure access to the park from Scotch Pond and allow the park to take full advantage of the waters edge and the visual resources of the pond.

2.6 Shoreline Protection

Shoreline protection is most critical along the Fraser River side of the park. It is this edge that must sustain the impact of south-west storms, river currents, boat wash and tidal changes.

The beach areas have been designed to face the south-west to orient the beach at right angles to the most severe wave impacts. Three large promontories or headlands have been designed to deflect river currents and disipate wave energy. The shape of these promontories has been designed to provide as much protection from severe storms as possible and to minimize the eddy effects of the river currents.

By streamlining the outer edges to deflect currents from the Steveston channel southward, it is anticipated that silting on the west side of the

promontaries will be reduced to a minimum. The slopes of the tidal zone will be in excess of 12% thus allowing tidal action and wave action to remove silts as a regular process.

The beach area will be designed as two beaches, the normal tidal zone and the storm beach. The storm beach will be a sandy beach underlaid by gravel base. It is assumed that this will be the most actively used portion of beach. The tidal zone will be designed as a gravel berm and may include subsurface rock sills to provide additional protection against wave action. This beach will provide easy access to the water but may not be the most suitable for sitting or lying on. The slope of this beach will be in excess of 12%. This beach will be constructed on the existing shoreline wherever possible.

It has been suggested that the beach areas could initially be constructed using only the sand dredge thus eliminating the cost of importing gravel. This would be an experimental stage to see if the promontories alone would sustain the beach formation. If the sand remained the gravel berms and sills may not be necessary. The decision of which action to take should be made upon completion of detailed working drawings and costing.

It must be emphasized that the master plan process has only confirmed the feasibility of beaches being developed. Detailed construction drawings will be required to specify exact quantities, grades and materials for shoreline protection. It is important to note that the appearance of the shoreline features can vary from crude rip rap construction to elaborate stone sets and masonry details. The cost vs. esthetics issue should be dealt with at the detailed design stage when it is determined how much rock material must be imported to the site.

The back shore areas of the beaches and dunes should be planted in dune grass in order to stabilize sand from blowing in the wind. European dune grass would be the most suitable selection however if availability becomes an issue, native grass selections could be used.

It is anticipated that driftwood and debris from the river will be an ongoing maintenance problem. There are no obvious solutions for this problem in the beach areas other than continuous clean up. The debris line at the storm beach can be left as it provides shelter for sunbathers and interest for the beachcombers. It will be possible to protect the restaurant wharf area by placing a floating boom along the wharf and between the two wharf extensions.

2.7 Further Community Involvement

Community involvement in the planning, funding and management is essential for the successful development and operation of parks like Garry Point. By including the public in planning of the park the municipality can be assured that the residents support the activities and facilities proposed. This support can lead to positive action in fund raising, particularly for special features which often require more funds than municipal governments can provide.

Non-profit groups and organizations such as service clubs, nature conservation societies, heritage societies, community ethnic groups and other community organizations can raise funds for a variety of projects. It is recommended that the municipality actively encourage and support these groups to select projects which they can help to implement.

2.7 Park Development Phasing

It is very unlikely that a park of the size of Garry Point could be developed in one construction phase. Although development costs are the main issue, it is also desirable to develop parks in phases to provide the opportunity to monitor its use and alter the development plan if necessary.

The development of Garry Point has been divided into five phases. The phases are proposed as a logical sequence of construction. It is recognized however that if priorities change in financing or public demand this sequence could be altered to accommodate different requirements.

Each phase must be preceded by detailed design and working drawings. It is important to recognize the need for consistency between phases. It may be necessary to

complete the detailed design for phases one and two simultaneously in order to maintain that consistency.

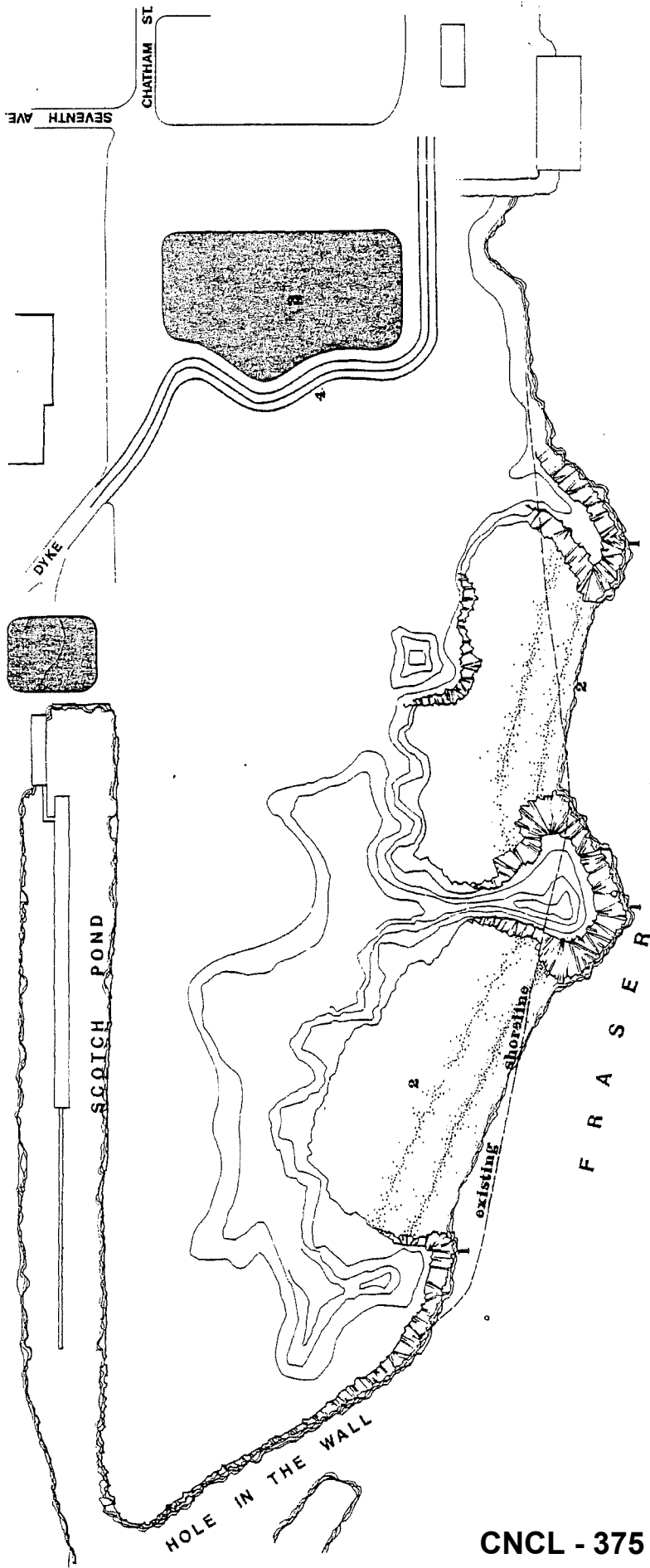
2.7.1 Phase One - shoreline protection and the creation of the beaches should be given priority. Subsequent development must rely on the shoreline protection to eliminate any possibility of damage due to severe storms. The beaches are also seen as one of Garry Point's most valuable assets therefore a very high public priority.

This phase will require earth moving and rock work. Phase two is a similar type of construction. Phase one and two were separated to reduce the financial cost of what could have been one phase of development. This phase should also include the development of a temporary stone dust trail along the shoreline to link Moncton Street with the dyke trail.

2.7.2 Phase Two - this phase completes all the major landform work. The landform should be stabilized by a nurse crop of grass and allowed to weather before phase three construction begins. This period will allow time to monitor the shoreline design to ensure all erosion control objectives have been met.

2.7.3 Phase Three - this phase proceeds with the first permanent planting in the park. This will further stabilize the landforms and strengthen the definition of spaces on the park site. The construction of a permanent parking lot will reduce the problems of accessibility and provide the necessary extension of services into the park for future structures and facilities.

2.7.4 Phase Four - this phase of construction completes all of the soft and hard landscape development required. At this point the park should be able to support a variety of activities. Construction would include the completion of planting plans and the development of a permanent comprehensive pedestrian walkway system throughout the park.



F R A S E R R I V E R

- LEGEND
- 1 shoreline protection
 - 2 beach
 - 3 parking (temporary)
 - 4 dyke

STEVESTON ISLAND

CNCL - 375



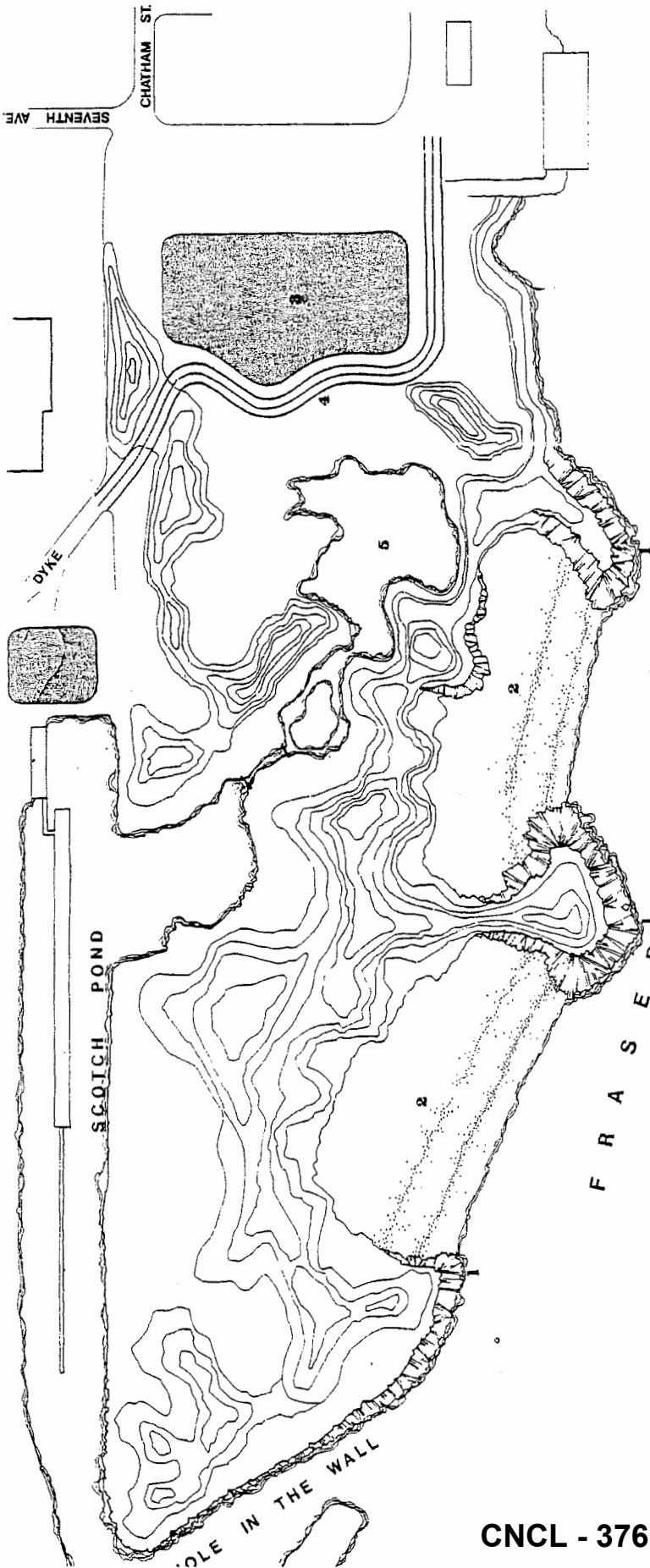
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DEVELOPMENT
PLEASE ONE



NORTH



LEGEND

- 1 shoreline protection
- 2 beach
- 3 parking (temporary)
- 4 dyke
- 5 pond

CANNERY CHANNEL

STEVESTON ISLAND

R I V E R

F R A S E R

HOLE IN THE WALL

CNCL - 376



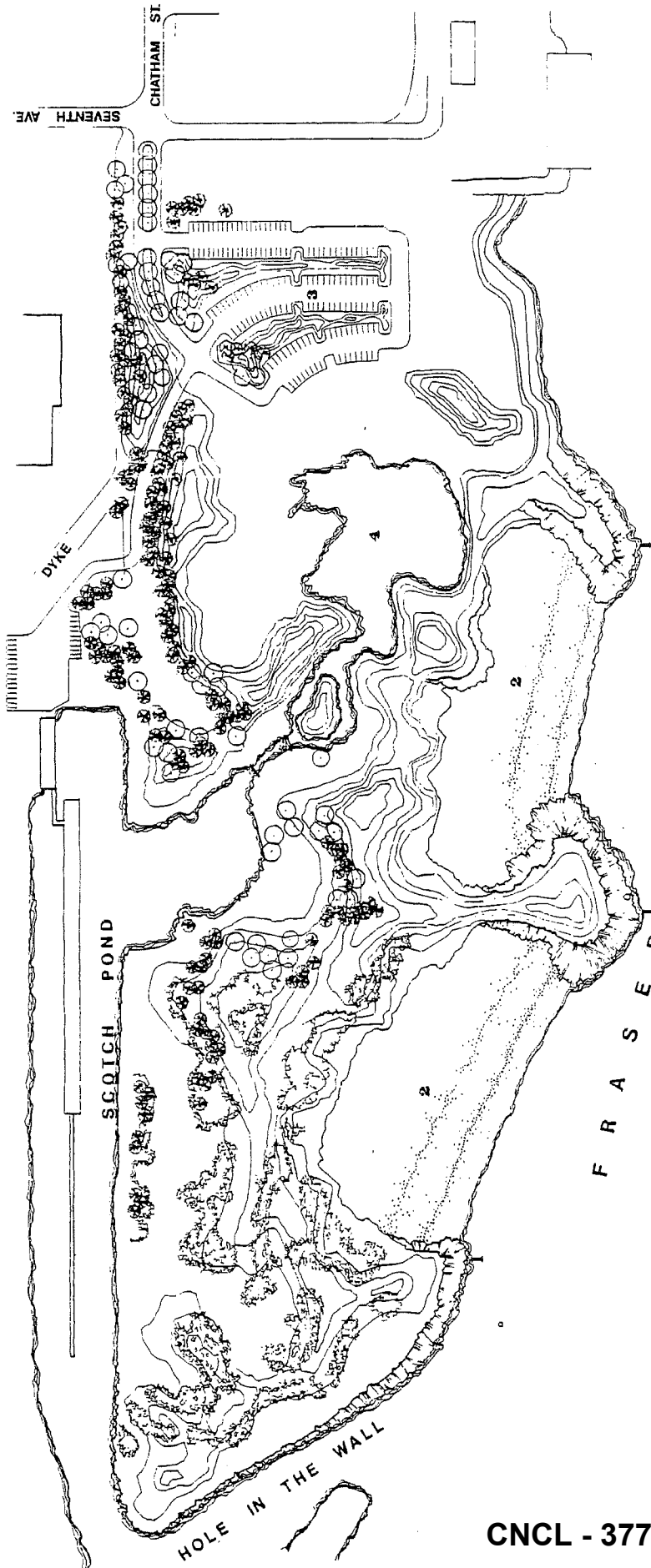
DEVELOPMENT
PLEASE TWO



7

GARRY POINT PARK

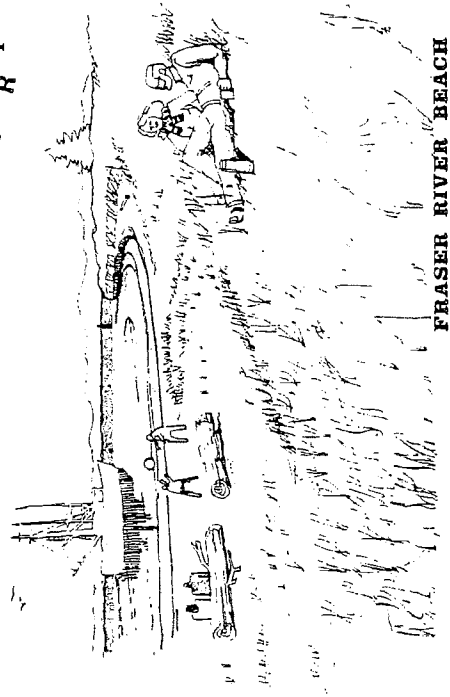
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- LEGEND**
- 1 shoreline protection
 - 2 beach
 - 3 parking
 - 4 pond

F R A S E R
R I V E R

STEVESTON ISLAND



FRASER RIVER BEACH



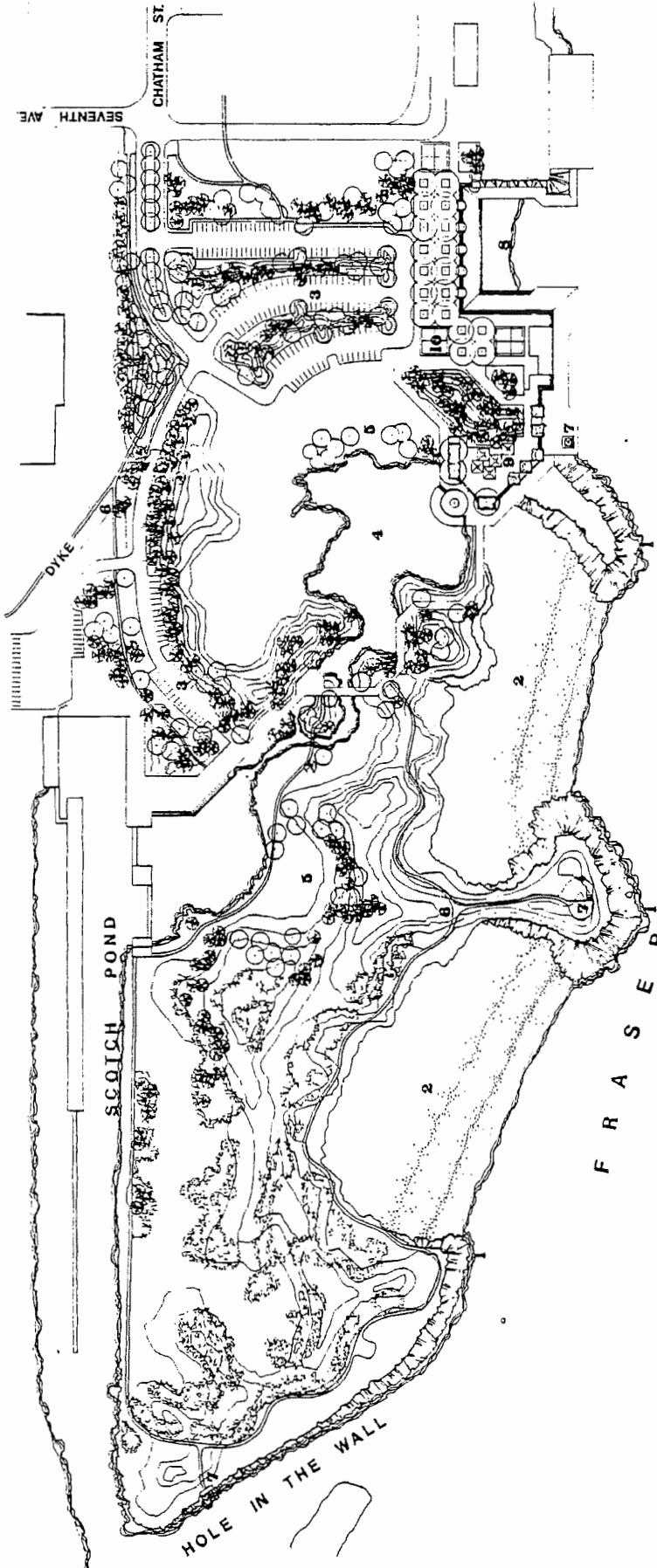
DEVELOPMENT
PLEASE THERE



GARRY POINT PARK

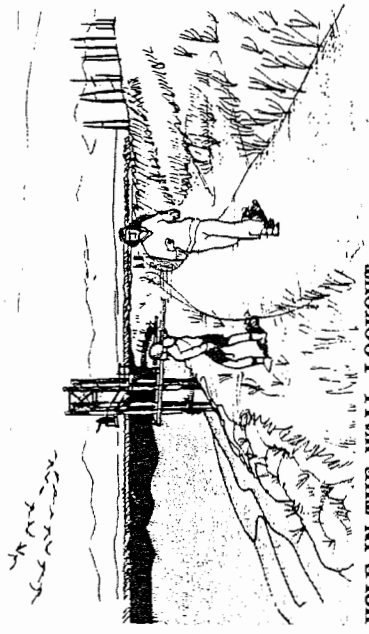
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CNCL - 377



R I V E R

- LEGEND**
- 1 shoreline protection
 - 2 beach
 - 3 parking
 - 4 pond
 - 5 picnic area
 - 6 trails
 - 7 lookout
 - 8 wharf
 - 9 picnic shelter
 - 10 plaza
- CANNERY CHANNEL
- STEVESTON ISLAND



DEVELOPMENT
PHASE FOUR

SCALE: 1" = 100'
NORTH

THE PACIFIC LANDPLAN COLLABORATIVE LTD./HANSON/ERB

9

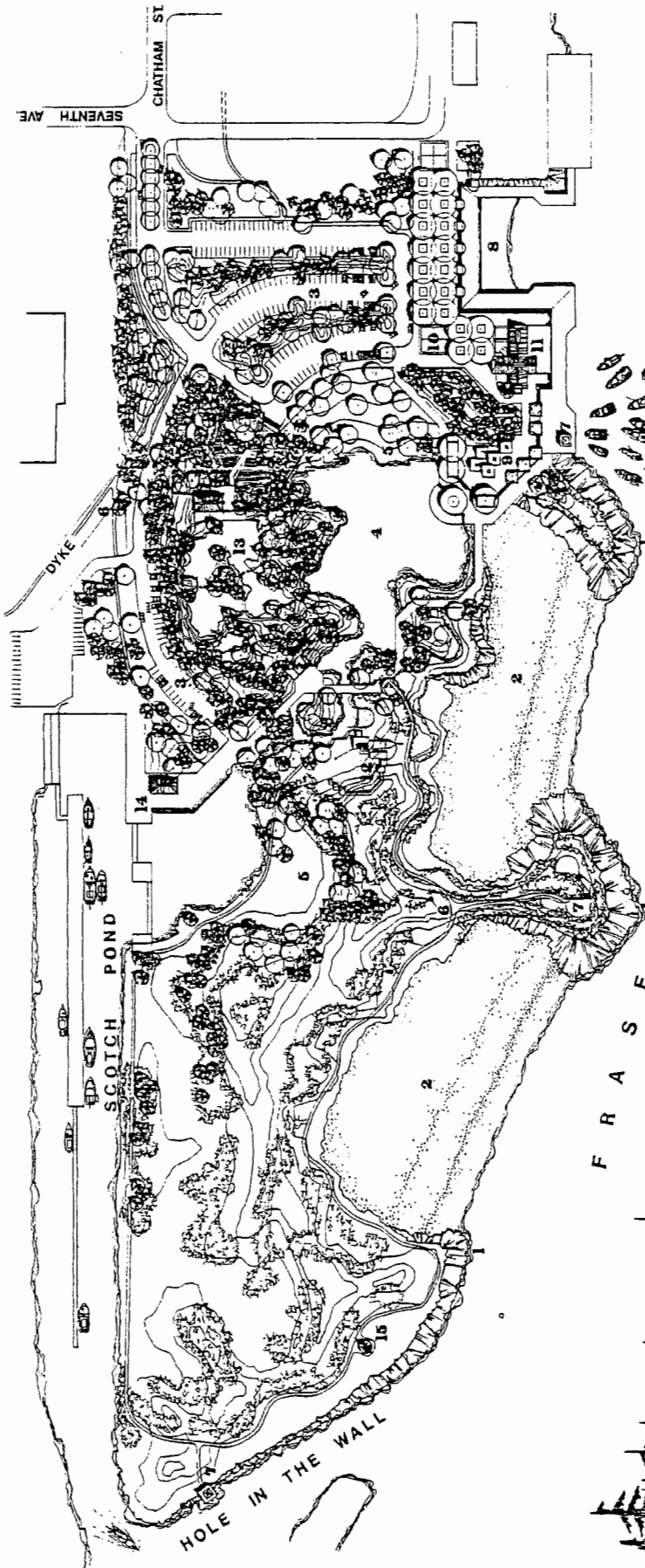
GARRY POINT PARK

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It is at this point that a major review of the master plan could take place before further development occurs. It will provide municipal staff and the community the opportunity of reviewing their own objectives before proceeding with special features. Definite patterns of park use will have emerged, allowing all parties time to analyze further steps.

2.7.5

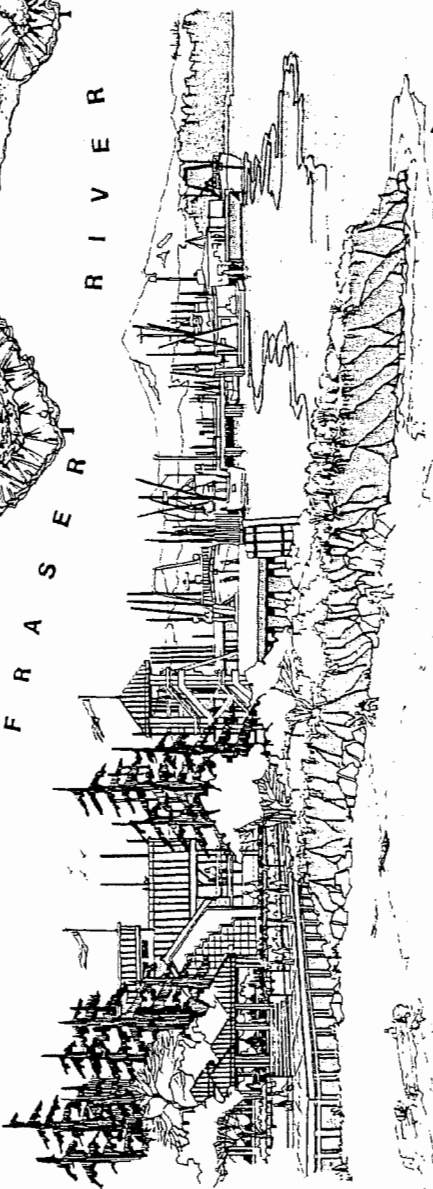
Phase Five - This phase provides for the addition of several special features to the park. These special features could be developed at anytime after the completion of phase one. However for reasons of budget and development control these have been set aside until phase five to allow for the complete development of the park framework.



CANNERY CHANNEL

STEVESTON ISLAND

- LEGEND**
- 1 shoreline protection
 - 2 beach
 - 3 parking
 - 4 pond
 - 5 picnic area
 - 6 trails
 - 7 lookout
 - 8 wharf
 - 9 picnic shelter
 - 10 plaza
 - 11 restaurant
 - 12 playground
 - 13 japanese garden
 - 14 interpretive centre
 - 15 garry point tree



DEVELOPMENT
PHASE FIVE

10



GARRY POINT PARK
PREPARED FOR THE CORPORATION OF RICHMOND - PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/HANSON-ERB

3. COSTING

The following estimated costs are based on 1983 unit construction costs and will consequently vary from those when actual construction commences. Estimates are given for each phase of development outlined in the previous chapter.

No estimate for acquisition of additional lands is provided.

PRELIMINARY COST ESTIMATE "PHASE ONE"

Shoreline and Dyke Development, Preliminary Landforms and Temporary Parking

1.	excavate and relocate rubble and rip-rap on existing shoreline	\$ 270,000
2.	rebuild edge with new rip-rap	\$ 188,293
3.	rough grading (dune landforms)	\$ 32,731
4.	rough grading (temporary parking)	\$ 5,000
5.	dyke	\$ 5,000

	Sub total Phase One	\$ 501,024
	10% contingencies	\$ 50,102

	Total Phase One	\$ 551,024

PRELIMINARY COST ESTIMATE "PHASE TWO"

Landform Development, Pond Construction, Scotch Pond
 Extension, Revegetation

1.	grading shoreline, beach berms and sills	\$	200,000
2.	landform construction	\$	47,484
3.	pond excavation	\$	55,818
4.	pond bottom treatment	\$	18,000
5.	pond edge treatment	\$	20,000
6.	pond wiers	\$	8,000
7.	dune grass planting	\$	10,000
8.	hydroseeding wildflower, grass mix	\$	2,000
9.	water supply to ponds	\$	5,000

 Sub total Phase Two \$ 366,302

10% contingencies \$ 36,630

Total Phase Two \$ 402,932

PRELIMINARY COST ESTIMATE "PHASE THREE"

Entrance Road and Parking Lot Construction Service
 Infrastructures, Landscaping

1.	entrance roads	\$	57,250
2.	parking lot	\$	130,000
3.	lighting	\$	48,000
4.	services	\$	112,000
5.	landscaping		
	deciduous trees	\$	13,800
	evergreen trees	\$	36,200
	shrubs	\$	135,520
	topsoil natural area	\$	47,991
	topsoil manicured area	\$	95,993
6.	irrigation	\$	30,000

 Sub Total Phase Three \$ 706,754

10% contingencies \$ 70,675

Total Phase Three \$ 777,429

PRELIMINARY COST ESTIMATE "PHASE FOUR"

 Development of the commercial core area, walkways, scotch
 pond wharf, parking and landscaping.

1.	commercial core	
	wharf/steps	\$ 534,601
	entrance plaza	\$ 94,940
	picnic area (hard surface)	\$ 126,652
	picnic shelters	\$ 7,500
	walkways/ramp	\$ 16,630
2.	seawall/boardwalk and landing areas	\$ 277,879
3.	scotch pond wharf	\$ 145,317
4.	floating dock	\$ 30,000
5.	parking lot	\$ 25,000
6.	lighting	\$ 12,000
7.	trails	\$ 15,000
8.	2 lookout towers	\$ 35,000
9.	washroom/changeroom	\$ 60,000
10.	landscaping	
	deciduous trees	\$ 19,400
	evergreen trees	\$ 22,600
	shrubs	\$ 21,676

	Sub Total Phase Four	\$1,444,195
	10% contingencies	\$ 144,426

	Total Phase Four	\$1,588,621

PRELIMINARY COST ESTIMATE "PHASE FIVE"

Development of Building Structures and Japanese Garden

1. restaurant	\$ 420,000
2. interpretation centre	\$ 115,000
3. playground	\$ 30,000
4. Japanese garden	\$ 240,000
5. Japanese pavillion	\$ 250,000

Sub Total Phase Five	\$1,055,000
10% contingencies	\$ 105,500

Total Phase Five	\$1,160,500

PRELIMINARY COST ESTIMATE SUMMARY

Phase One	\$ 551,024
Phase Two	\$ 402,932
Phase Three	\$ 777,429
Phase Four	\$1,588,621
Phase Five	\$1,160,500

Total	\$4,480,506

COST ESTIMATE OF RESTAURANT AND ASSOCIATED FACILITIES

It is assumed that the restaurant development will be required to bear a portion of the site development costs. The following breakdown provides an example of the pro rated site development costs applied to the restaurant.

1. restaurant building	\$ 420,000
2. 1/2 portion of entrance roads, parking lot, lighting and services	\$ 173,625
3. 1/16 portion of landscaping	\$ 37,361
4. walkways and ramps	\$ 16,630
5. entrance plaza	\$ 94,940
6. 2/3 portion of wharf and steps	\$ 352,836

Total Cost	\$1,095,392
% of total park costs	25%

ANALYSIS OF COSTS PER ACRE

1.	Standard park development in Richmond	\$	25,000.00
2.	Total cost per acre up to the end of Phase III development.	\$	49,468.00
3.	Total cost per acre up to the end of	\$	94,857.00
4.	Total cost per acre not including restaurant development	\$	96,717.00
5.	Total cost per acre of all five phases of development	\$	128,014.45

Appendix 1. PLANNING PROCESS

The planning process for this study has consisted of three phases including: programming, concept development and master plan development. Each phase consisted of on-site study, the preparation of preliminary and final reports and drawings, meetings with staff, public interest groups, the Steveston Community Society and their representatives, and members of Council.

The product of the first study phase programming, was a proposed list of activities, facilities and special features which could be incorporated into the park plan. The consultants prepared a preliminary list which was reviewed by the Steering Committee, The Steveston Community Society and members of Council. The list was revised several times and was intended to be a starting point for the development of concepts. Each activity was described in a short working paper.

The product of the second study phase concept development, was the preparation of two concepts for the park design.

These were developed by the consultants to show the possible arrangements of activities on the park site. Each alternative showed how the layout of activities could take advantage of the site's physical opportunities and overcome the sites physical constraints. These concepts were again reviewed with the Steering Committee and the Steveston Community Society. The plans were published in the Richmond Review and displayed in an information booth in the Richmond Centre Shopping Mall.

The consultants, The Steering Committee and The Steveston Community Society organized a public workshop at which time the two concepts were presented to residents of Richmond and Steveston. The purpose of this meeting was to encourage comments, to arrive at a consensus on the program and to review the resident's ideas about the organization of activities on the site. A presentation of slides was given to show some existing examples of how the proposed activities and facilities functioned in other parks. A questionnaire was used to determine resident's preference for the various activities and facilities presented and to gather comments concerning the organization of each concept.

The results of this meeting provided the consultants with direction for the preparation of the masterplan.

The product of the third study phase was the development of the final master plan. The consultants reviewed the public

comments and preference ratings for the different activities and concept plans. Certain program items were deleted and some were added. The final plan became a composite of the two original plans with various aspects of each being incorporated into a final masterplan. This plan was reviewed by the Steering Committee. Its implementation was divided into 5 phases of development. Cost estimates were prepared and the final report written. A series of sketches was prepared to present what the park might look like as development progressed. These sketches and the five phases of development were presented to the public in a special planning meeting for the Steveston area. No formal review of the plans was recorded but people had an opportunity to review and discuss the plans with the consultants, and staff.

The plans, drawings and report were presented to Council in a regularly scheduled council meeting for final council and public approval.

The consultants anticipate that the various phases of development will go to working drawings. It is recommended that as development proceeds the plan should be reviewed regularly by staff and the Steveston Community Society to make modifications as recreational demands change and as the pattern of use of the park becomes established.

Appendix 2. CONSTRAINTS AND OPPORTUNITIES

Through a series of on-site investigations and meetings with the Steering Committee and other government agencies an analysis of the sites, physical constraints and opportunities was completed. The following section outlines the findings.

2.1 Site Opportunities

The site has many characteristics which will facilitate and support park uses. These include the following:

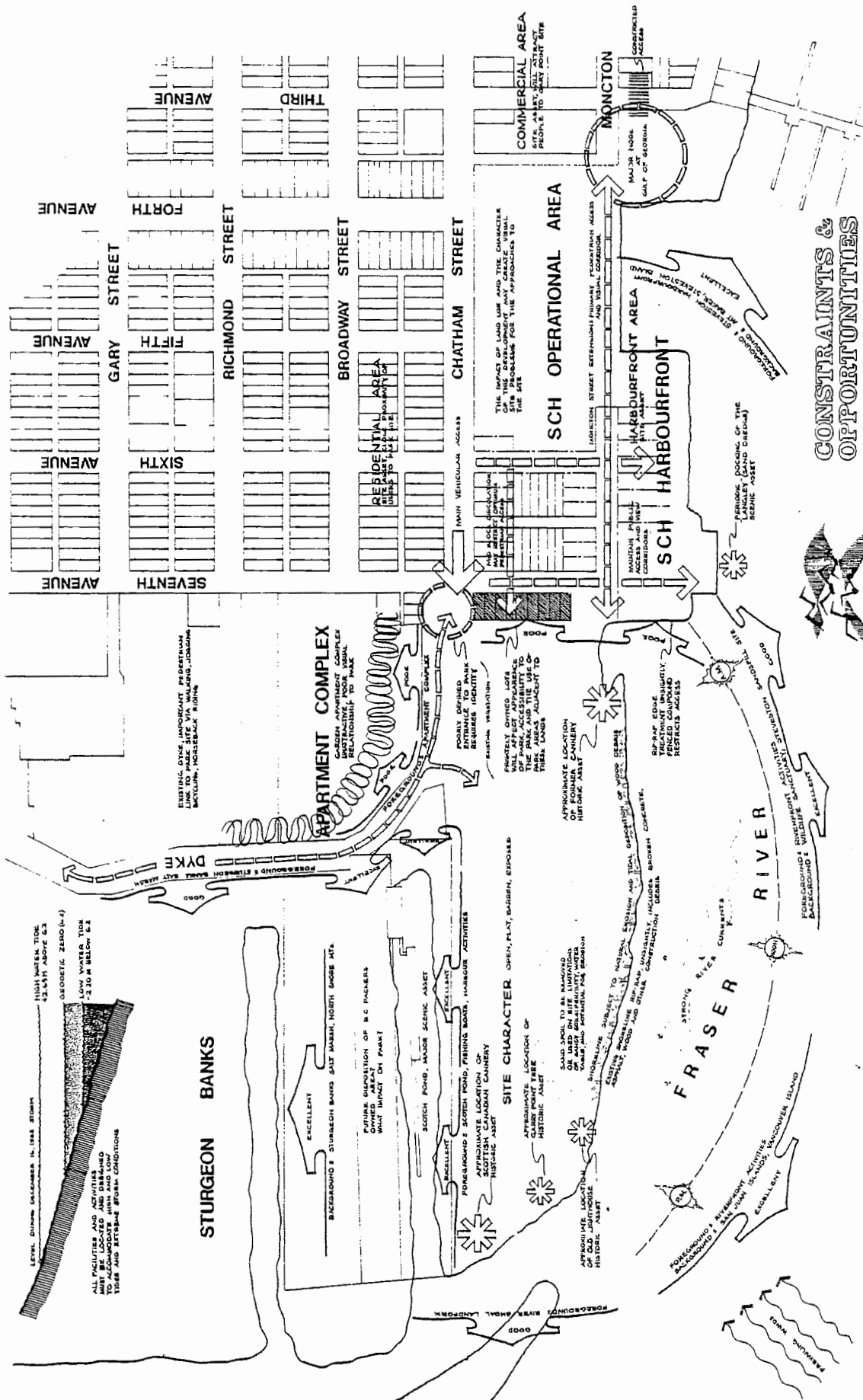
2.1.1 Views and Off-Site Scenic Resources

The park site affords the viewer many scenic resources to be viewed in a variety of climatic and seasonal variations. Since the site projects from the Richmond shoreline there are excellent views from every section of the parks perimeter. These include:

1. north - Sturgeon Banks and Scotch Pond in the foreground and the North Shore Mountains in the background. The activity of the Scotch Pond wharf provides the public with an opportunity to see some of the fishing industry's daily routine. Boat and equipment maintenance and operation provides a continuous viewing attraction. This view also features seasonal changes such as bird migration and the fall and spring colour of marshland vegetation. Views to the Vancouver Airport flight path and shipping lanes to and from Burrard Inlet provide a continuous source of interest.

2. west - mouth and shoals of the Fraser River in the foreground with Vancouver Island in the background. This view is particularly spectacular on sunny evenings with different cloud formations and the profile of Vancouver Island on the horizon.

3. south - South Arm of the Fraser River and Shady Island in the foreground and the Wildlife Sanctuary, San Juan Islands and Vancouver Island in the background. The river activity of the South Arm always provides something of interest for the casual viewer.



CONSTRAINTS & OPPORTUNITIES

NORTH

SCALE 1:1000



GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND · PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/HANSON-ERR

From ocean going vessels to an endless stream of fishing boats from the Steveston Harbour.

4. east - Steveston waterfront foreground with Mt. Baker in the background. This view provides the observer with the routine activity of Steveston Harbour and the dramatic profile of Mt. Baker at the horizon. Few vantage points on the West Coast offer the observer this kind of exposure to an active working fishing harbour.

All views and off-site scenic resources should be exploited and enhanced by the park masterplan.

2.1.2

Water's Edge

the park is surrounded on three sides by water including Scotch Pond, the Hole in the Wall and the South Arm. Water attracts people of all kinds and ages. Although the water around Garry Point is not useable for such activities as swimming it provides some opportunities for sport fishing and is an important asset for creating the visual character which attracts people to the site. For this reason the water's edge should be exploited as a site feature and expanded wherever possible. Interpretation of the tidal action and ship traffic could also contribute to the parks program.

2.1.3

Accessibility

The site has good accessibility both by vehicle and for the pedestrian. Seventh Avenue provides a good link to neighbouring residential areas. Vehicular connections into the site from Seventh Avenue are available but need to be improved particularly at the intersection of Chatham and Seventh. Pedestrian access along the dyke should be encouraged and improved to make Garry Point a focal point in the Richmond Trails system.

2.1.4

Adjacent Land Use

The parks location relative to other land uses is ideal. The residential areas provide an immediate demand for park facilities and

activities. The new Parks Canada historic site will provide an opportunity to coordinate interpretive programs and information to benefit both visitors and residents alike.

The parking for the historic site and Garry Point parking could be used by visitors to both facilities with Garry Point parking providing an overflow for visitors to the historic site during peak season or special events. The Steveston downtown and waterfront are both perceived as compatible neighbours. The park should benefit the downtown by helping to make the core area a pleasant place to be and providing a staging area for special events close to the village core. The waterfront already attracts many visitors and enhances the waterfront character which is so important to the park. While ideally there should be continuous public access along the waterfront, the pedestrian link along Moncton Street can be strengthened by providing amenities such as an organized pedestrian walkway, lighting and trees to encourage walking between the park, the Gulf of Georgia Cannery, the village and the Steveston Waterfront.

2.1.5 Steveston Community Society
The Society is perceived as a special asset to the park. It is not common to find a resident's group willing to participate and be active in the long term development of a park. Without being compromised by short term gains, the Community Society can be a valuable partner in raising funds for development and providing the kind of community spirit necessary to make the park's activities and operations successful.

2.1.6 Availability of Sand Spoil
The availability sand spoil from dredging operations can be looked at as an opportunity if additional fill is required. Dumping sand in prearranged sites could reduce development costs and provide the Fraser Harbour Commission with an alternative for disposing of some excess fill.

2.1.7 Interpretive Potential

The Garry Point site provides many excellent opportunities to give visitors and residents important insights into the history of the area and the value of the many resources in the surrounding natural features. With the expertise of Parks Canada available in the area, the example of the Richmond Nature Park and the interest of other local organizations such as the Steveston Community Society, the Heritage Society and the School Board, it is possible that a well organized interpretive program could be developed to educate and provide enjoyment for park visitors.

2.2 Site Constraints

The site has a few characteristics which are limiting to the development of the park. Some of these constraints can be overcome easily as a part of the park design while others will require special design consideration and action.

2.2.1 Flooding and Shoreline Erosion

Garry Point is susceptible to flooding from the south-west storms and shoreline erosion associated with river and tidal currents. The combination of climatic conditions which resulted in the December 1982 flooding included high tides, strong south-west winds and low barometric pressure. Although these conditions may occur infrequently, the park should include special shoreline protection and careful siting of features and structures which are susceptible to flooding.

Two critical levels have been recognized. All structures which cannot withstand flood damage such as restaurants or interpretive facilities should be located above the dyke elevation of 11 feet. All structures which can withstand damage caused by standing water such as picnic shelters, signage, changerooms, etc. can be located below the 11 foot level but away from areas which might sustain wave damage.

Shoreline erosion at Garry Point is caused by four different factors: tidal action, wave action, river currents and waves from large and medium size vessels. Unlike the periodic

flooding caused by storms, erosion is a continuous on-going process that must be considered in the design of any shoreline or beach related facilities. The shoreline must be designed such that each of these erosion factors can be used to advantage or nullified. It is important therefore to understand that the Fraser River shoreline of Garry Point must be designed to accommodate two extremes, the daily erosion actions of the river and the occasional flooding caused by severe storm conditions.

2.2.2

Land Ownership and Adjacent Land Use

In terms of land assembly, the most significant parts of the Point were purchased as part of the original land acquisition. However, two important parcels of land which could affect the future use and appearance of the park remain in private ownership. The two parcels include: a very narrow strip of land adjacent to Scotch Pond, part of Lot and several individual lots between Seventh Avenue and the existing eastern property line of the park.

The private property along Scotch Pond limits the potential of developing the parks edge to the water. It is not anticipated that any future development on this property could negatively affect the park.

The private lots along Seventh Avenue limits physical and visual access to the site from surrounding roadways. However of greater importance, is the fact that this area could be developed in a manner detrimental to the park's site. Ad hoc commercial or industrial uses would be very detrimental to the park character particularly at the entrance where much of the image of the park is established for visitors.

2.2.3

Water Activities

The characteristics of the water bodies surrounding the park limits the feasibility of water based recreation. The depth of water in and near the navigation channels, the currents in the river and the quality of

water associated with harbours and canneries makes use of water by the public very undesirable and dangerous. The park should be designed to encourage people to use the water's edge but to discourage water based recreation.

2.2.4 Visual Impacts

The existing residential developments to the east and north-east of the park will not contribute to the overall park character. The park should be designed such that proposed trees, shrubbery and earthworks visually screen these areas.

Although the Public Works Canada dock is seen as a compatible use, the area adjacent to the docks should be designed to improve the overall appearance of the dock area. The municipality should encourage Public Works to improve the visual character of the parking, storage and shore protection features to be compatible with the park plan.

2.2.5 Soil Conditions

A large portion of the park site has been used for sand storage. The remaining area is a combination of various land fill materials with a very small remnant of a natural soils in the north-east corner. It is assumed that underlying the fill material is a layer of peat, muck, fine silts and sands similiar to the materials found in sturgeon banks. Under the peat will be a layer of delta sands and gravels associated with former river shoals and depositions.

Public Works records show that a breakwater or one of the first training walls was constructed by Public Works in 1896 and accounts for the straight edge to Scotch Pond. This breakwater was constructed by placing a mat of branches on the peat and placing a rip rap barrier of stone on top of the mat. It is not anticipated that this structure will cause any problems in the development of the park.

It is anticipated that most of the existing sand storage will be removed previous to park development. Any surplus materials can be incorporated into the park landforms.

Before commencing with park development the following concerns must be addressed:

1. Soil Modification - the sand fill is a limiting factor to the growth and maintenance of plant material on the site. Lack of nutrients and extremes between very wet and very dry conditions will affect plant growth. Adding organic material and topsoil to improve the growing medium will be influenced by the type of design required and by the selection of plant materials.

It is anticipated that topsoil will be imported to the site. Surplus topsoil or organic material should be stockpiled on the site for use as development progresses.

Organic material excavated during construction should be stockpiled and redistributed as required.

It is unlikely that the sand fill contains toxic substances or elements which would inhibit plant growth. However, it is recommended that a detailed soils analysis be completed before plant selection is made in subsequent phases of development.

2. Plant Selection - in order to minimize the requirements for soil modification careful consideration must be given to the selection of plant materials. Plants should be chosen which can withstand the extreme conditions of a sandy site adjacent to combinations of salt and fresh water.

It should be recognized that establishing plant material on this site will require patience, maintenance and more time than might be required on sites with less severe growing conditions. This will be as much a public relations problem as an operational problem. As development occurs the public may expect immediate results. The parks staff will be required to educate the public to understand the limitations of the site and to demonstrate how the public can help to ensure positive results.

3. Drainage - subsurface drainage on the

site will vary with tidal levels. Landform should be designed to provide good positive drainage to the surrounding water bodies. Artificial water bodies on the site will require waterproof liners in order to provide proper containment.

4. Bearing Capacity - geotechnical tests will be required to determine bearing capacity for various proposed structures. It is not anticipated that there will be any unusual conditions not presently encountered in the Richmond area.

2.2.6 Shoreline Debris - it is anticipated that shoreline debris will be an on-going maintenance problem particularly during freshette periods June and July. The shoreline areas should be designed to provide ease of access and to minimize areas which will catch and hold shoreline debris.

2.2.7 Traditional Uses - the park site is now used for a variety of recreational pursuits some of which conflict with adjacent residential areas and some which would be incompatible with a developed park. Park design should accommodate as many of the existing uses as possible and provide less opportunity for the nuisance type activities to take place.

2.3 Summary

In conclusion none of the site constraints suggest that Garry Point cannot be developed as a park. The positive aspects far outweigh the negative factors. Although there will be initial costs and ongoing operational costs, these will not be restrictive to park development and park management.

Appendix 3. PROGRAM

The program is a list of the possible activities, facilities and special features that could be located on the park site. In addition the program was also used to compare alternative park characters by describing examples of existing parks to suggest what the appearance of Garry Point might be like and what level of activity might be desirable.

3.1 Possible Activities and Facilities

As a point of departure the consultants prepared a list of all activities and facilities that "common sense" and past experience would suggest were feasible on this type of site. Active sports facilities were not included because of the availability of other sites in the Steveston area. Facilities associated with more commercial/urban type parks were also not included. It was felt that in the hierarchy of the Richmond Park system, Garry Point should provide a passive recreation experience taking advantage of its waterfront environment.

The preliminary list was submitted to several different groups including: members of Council, the Steveston Community Society, individual special interest groups and the Steering Committee. At each meeting comments and suggestions were recorded and a revised list prepared for a public meeting. The list included the following:

Activities -----	Facilities -----	Special Features -----
Picnicking -family -group	Tables Fire pits Picnic shelters Potable water	Marine studies -interpretation -outdoor ed- ucation
Walking and viewing	Walks Trails Random seating Lookout platform Bicycle storage	Fishermen's memorial -fishermen's needle monument -Garry Point Lighthouse Garry Point Tree

Exercise	Exercise stations	Restaurant -outdoor dining -indoor dining -snack bar -tea room -banquet room
Beach activity	Beaches Seating Shelter	Rental concession
Pick-up sports	Open field areas	Wintergarden
Bicycling	Trails	
Roller skating	Trails	
Interpretation -natural history -cultural history	Classroom Amphitheatre Model fish hatchery Interpretive displays Interpretive signage Tidal gauge	
Children's play	Pre-school play area Adventure play area Water play area Hard surface play area	
Fishing -Bull Head Derby -sport fishing	Fishing dock Beach area	
Special events -blessing of the fleet -Salmon Festival -fireworks	Washrooms Parking Etc.	

3.2 Possible Park Character

Park character refers to the overall appearance of a park. Park character is determined by one or more natural and man-made features such as terrain, vegetation, water, views, type of accessibility, number and architectural character of buildings, etc. In as much as Garry Point is surrounded by a variety of features no one feature or combination of features dominates the site to establish a direction for developing the appearance and overall character of the park.

Although the park is adjacent to Sturgeon Banks the character of this area could not be easily adapted to Garry Point. The park provides direct access to water, however the water resources are unsuitable for traditional water oriented activities. It was recognized that the park had been the site of many important heritage structures and events and yet no remnants of these remained to be the focus of the park character. Size and location limited its use for commercial recreation activities and the results of early discussions with the public ruled out much of this possibility.

Since no one existing characteristic or feature dominated the park site, the consultants proposed that the park might vary in appearance dictated by special site conditions and by different levels of activity. Setting this kind of approach as a design objective was confirmed in preliminary discussions with the public. It was felt that the park could have a variety of settings for different park activities and satisfy a wider range of park users.

As a point of departure the consultant provided a description of four alternative park characters for review by the Steering Committee and by the public:
natural parks - these parks are dominated by natural

features maintained in their original state. Some of these parks focus on special natural features such as canyons, spectacular beaches, mature forests, rock formations, etc. Examples of natural parks include: Richmond Nature Park, Lighthouse Park in West Vancouver, Capilano and Lynn Canyon Parks in North Vancouver, large parts of Stanley Park, Lighthouse Park at Pt. Roberts.

combination natural/manicured park - these parks are

characterized by a combination of man-made and natural

features. The ratio of natural area to man-made area varies from park to park. The natural areas usually include some well defined natural feature. The man-made areas of these parks include large expanses of grass, ornamental flowers, shrubs and tree planting beds in natural or formal arrangements. Examples of this type of park include: Whytecliffe Park, West Vancouver, John Henry Park, Vancouver, etc.

manicured parks - most urban parks fall into this

category. Manicured parks include all urban open spaces characterized by man-made features such as ornamental gardens, sports fields, formal walkways, plazas, squares, etc. Examples of these parks include: Steveston Community Centre, Minaru Park, Queen Elizabeth Park, Vancouver and most of the shoreline parks around English Bay.

commercial and specialized parks - there are many

different types of commercial and specialized parks. Although intensively developed, these parks do not have many common characteristics. These parks include such diverse parks as: exhibitions, theme parks, fair grounds, zoos, botanical gardens, arboreta, race tracks and developments such as Granville Island.

3.3 Preferred Activities, Facilities and Park Character

The preliminary list of activities and facilities and the description of different park characters were presented to a public workshop. Slides of existing parks and facilities were used to stimulate visual images of what Garry Point could be like. A questionnaire was then circulated to determine people's preferences for the different activities, facilities and park characters. A question and answer period was conducted to record specific concerns. Activities which received less than majority support were not included in the Master Plan.

The results of the workshop were analyzed and the following conclusions drawn:

1. The park design should focus on passive recreational activities limiting the facilities to the restaurant and small structures associated with the preferred activities.

2. The park should be designed in a natural character with no formal areas and limited areas of natural maintained landscape.

3. The park should include some characteristics of Japanese culture, architecture or landscape architecture.

4. Vehicular access to the park should be restricted to access into the park area and parking. No in-park roads or scenic drives were considered desirable.

5. The park design should incorporate an internal water feature to provide a focus for activities not associated with shoreline areas.

Appendix 4. CONCEPTS

Two preliminary concepts were developed and presented to the workshop. Since the program was not clearly established at the time of workshop the concepts were intended to show the feasibility of combining different activities to capitalize on the parks features and demonstrate how the activities and facilities could be organized on the site.

4.1 Development Concept One

Each development alternative was created on the concept of having various zones of activity. The location of a commercial zone and restaurant with one large centralized parking area, dictated the organization of the many other activities on the site.

The first concept located the restaurant in the southeast corner of the park on the Steveston Channel. It was felt that this location took best advantage of views and provided a logical and compatible terminus to the Steveston Harbour waterfront. This location required the major parking area to be located along the eastern boundary. With parking established, other activities requiring easy access were laid out in close proximity to the parking lot. These included: picnic areas, amphitheatre, water garden and playground.

With the commercial zone located in the southeast corner of the park the remainder of the park was divided in a maintained natural zone (manicured zone) and a natural zone. These two zones occupied approximately 7/8 of the park area with the natural zone being the largest area.

Road access was provided throughout the park. The road layout was designed such that parts of the roadway could be closed to traffic during peak user periods to eliminate conflicts between cars and people. Roads were to provide access for the handicapped to reach activities in the park not easily accessible from the main parking area and access for police and maintenance crews.

Pedestrian access focused on a perimeter trail which connected the Dyke Trail with Moncton Street along the shoreline. Minor trails connected the various activities within the park.

Two major beach areas were located in the natural zone on the Fraser River side of the park. The beaches were intended to provide an area for sunbathing and other non-water oriented activities.

This concept also featured an internal water body which was an extension of Scotch Pond.

4.2 Development Concept Two

The second concept includes three similar zones to concept one although the proportion of each relative to total park area differed.

The commercial zone in this concept was located on Scotch Pond visually integrating the restaurant with the structure on Scotch Pond. The location provides views to the wharf and general harbour activities. A large parking lot was located on the north-east side of the park and other park activities and structures located in the eastern end of the park.

A natural but maintained zone was located around an internal water feature which provided the physical focus for a playground, amphitheatre, winter garden and interpretative centre of the remaining area of the park approximately 50% was designated as a natural unmaintained zone.

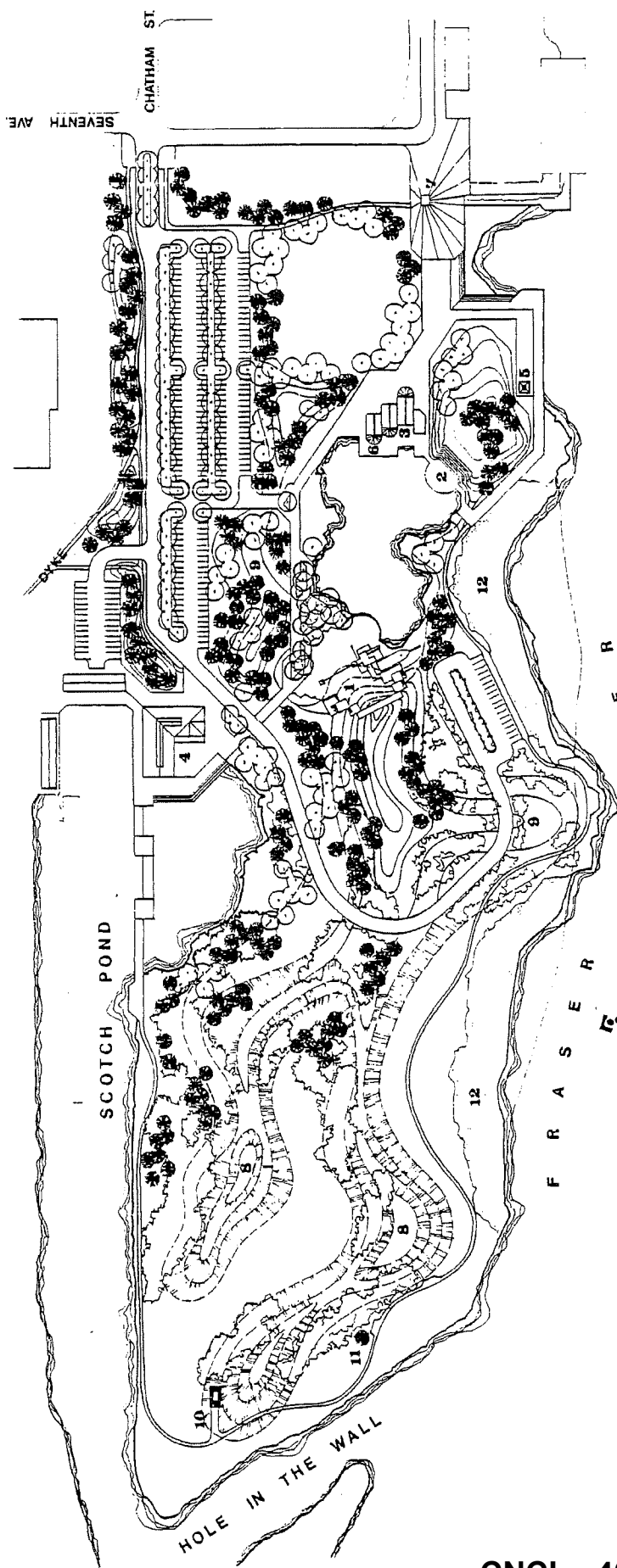
The road system was reduced to single road access to the river side of the park again to provide easier access for the handicapped to the beach areas. The layout allowed for the road to be closed during peak visitor periods to eliminate conflicts between pedestrians and cars.

Again, two beach areas were provided, one in the natural unmaintained zone and one in the natural maintained area. Both beaches were intended to encourage on-shore recreation activities and discourage use of the water.

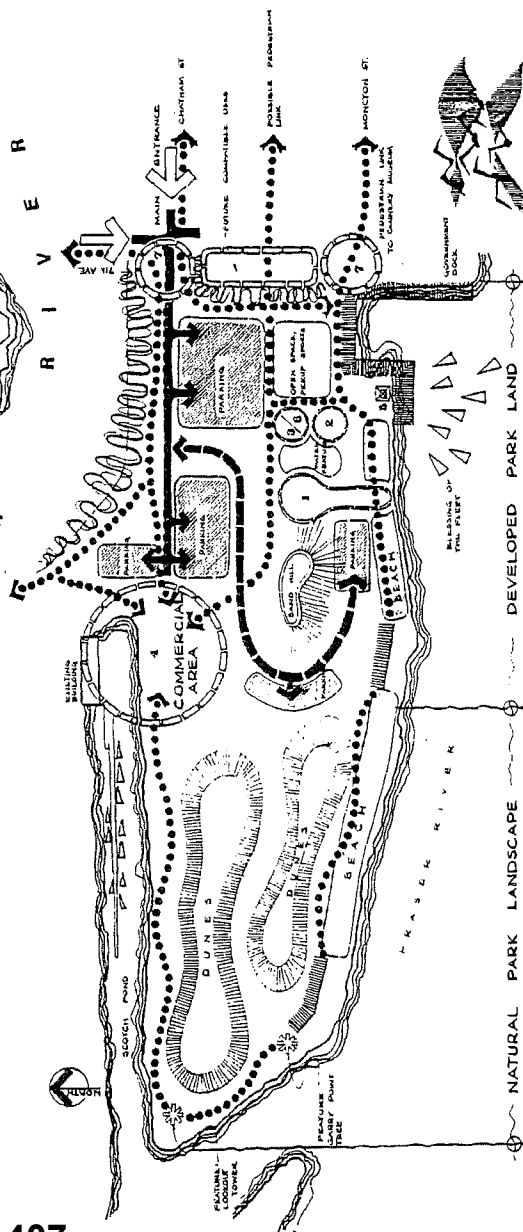
4.3 Preferred Concept

Neither concept was completely endorsed by the public workshop. In reviewing the program options some of the activities and facilities shown in each concept were totally eliminated. The extended road system in each concept was rejected in favour of a single concentrated parking area as close to Seventh Avenue as possible.

There was general consensus that the commercial area and restaurant should be located at the south-east corner of the park providing a suitable terminus to the Steveston Harbour waterfront. It was felt that the commercial area should be restricted to as small a proportion of the park as possible and that the overall park character should be as natural as possible. The internal water feature was viewed as a positive asset providing a central focus for activities which could not be suitably located on the shoreline.



- LEGEND**
- year round vehicular access
 - - - optional vehicular access
 - . - . seasonal vehicular access
 - ... pedestrian circulation
 - 1 playground
 - 2 amphitheatre
 - 3 winter garden
 - 4 restaurant
 - 5 fisherman's memorial
 - 6 marine interpretation centre
 - 7 pedestrian plaza
 - 8 dunes
 - 9 picnic area
 - 10 lookout tower
 - 11 garry point tree
 - 12 beach



13

DEVELOPMENT 2
CONCEPT

SCALE 1:2000
NORTH

GARRY POINT PARK
PREPARED FOR THE CORPORATION OF RICHMOND - PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/HANSON-ERR

In summary, the preferred concept became a combination of the two preliminary concepts incorporating the preferred list of activities in as natural a setting as possible.

Appendix 5. PUBLIC QUESTIONNAIRE AND RESULTS

GARRY POINT PARK PLANNING WORKSHOP

The City of Richmond, Department of Leisure Services and Planning Department have initiated a study to determine the future use of Garry Point as a major park site in the municipal park system. Since Garry Point is Richmond's most valuable accessible waterfront, it is important that the residents of the community should participate in the park planning process.

This workshop will provide residents with the opportunity to review and exchange ideas concerning:

- the overall park character
- the selection of park activities
- the feasibility of different park concepts

The results of this meeting will form the basis for the development of a detailed park masterplan to be presented to council in late April. Your participation in this workshop is an important step. Every resident is encouraged to attend.

AGENDA FOR THE WORKSHOP

1. Introduction by Steveston Community Society President
2. Park Mandate by Richmond Leisure Services
3. Garry Point Planning Workshop by Pacific Landplan and Hanson-Erb
 - Garry Point context, history and character - an overview
 - Park potential
 - Park program: discussion of proposed activities and facilities

 - Some imagery of possibilities
 - Park concepts and ideas

 - Completion of questionnaire and "scribble sheet"
 - Open discussion

for further information, contact:
Leisure Services,
Municipal Offices,
6911 Number 3 Road,
Richmond, B.C.
278-5511

CNCL - 410



GARRY POINT PARK MASTER PLAN - PROGRAM

ACTIVITIES

Picnicking
-family
-group

Walking and viewing

Exercise

Beach activity

Pick-up sports

Bicycling

Roller skating

Interpretation
-natural history
-cultural history

Children's play

Fishing
-Bull Head Derby
-sport fishing

Special events
-blessing of the fleet
-Salmon Festival
-fireworks

FACILITIES

Tables
Fire pits
Picnic shelters
Potable water

Walks
Trails
Random seating
Lookout platform
Bicycle storage

Exercise stations

Beaches
Seating
Shelter

Open field areas

Trails

Trails

Classroom
Amphitheatre
Model fish hatchery
Interpretive displays
Interpretive signage
Tidal guage

Pre-school play area
Adventure play area
Water play area
Hard surface play area

Fishing dock
Beach area

Washrooms
Parking
Etc.

SPECIAL FEATURES

Marine studies
-interpretation
-outdoor education

Fishermen's memorial
-fishermen's needle monument
-Garry Point Lighthouse

Garry Point Tree

Restaurant
-outdoor dining
-indoor dining
-snack bar
-tea room
-banquet room

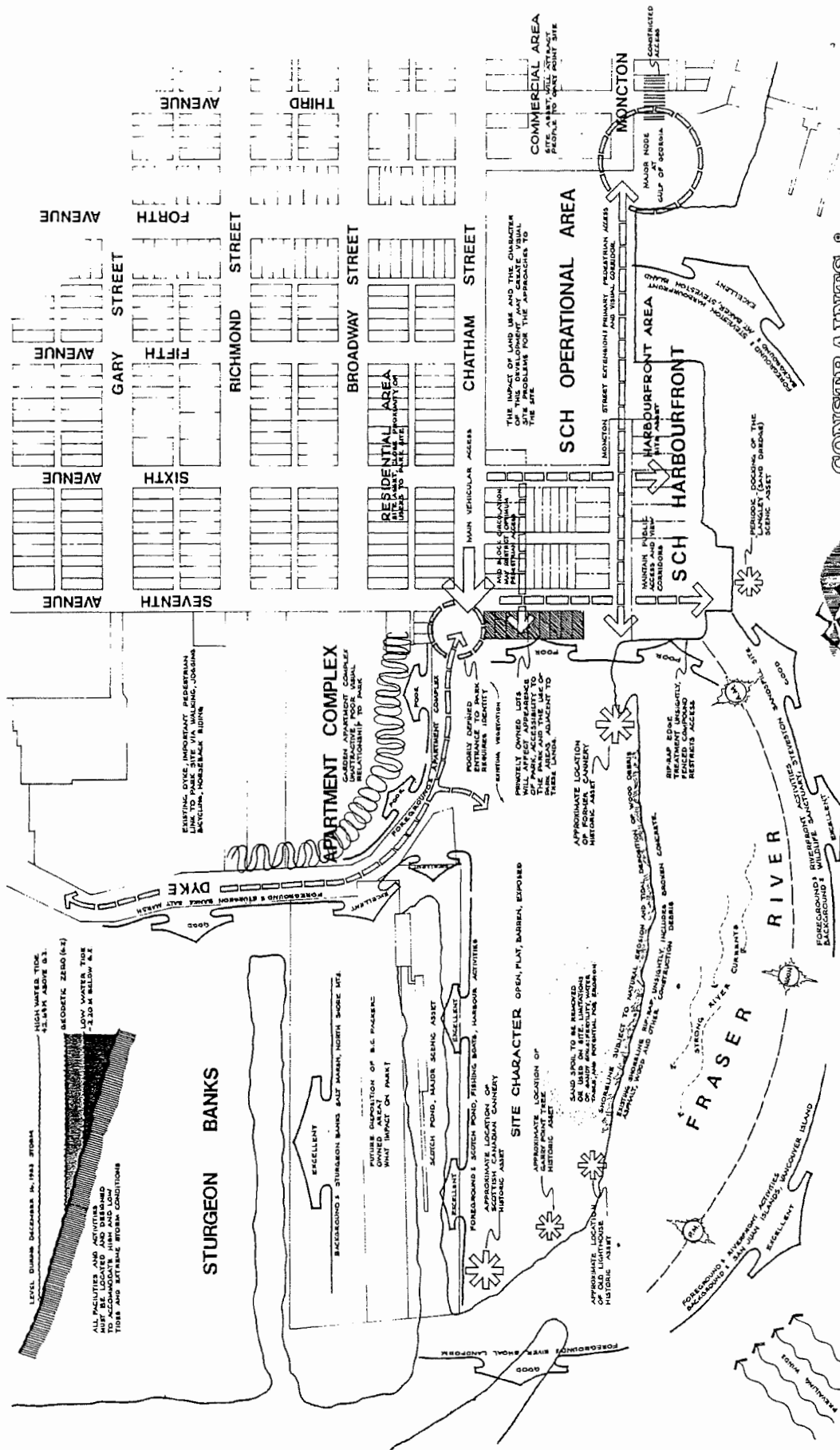
Rental concession

Wintergarden

GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWN OF RICHMOND • PREPARED BY THE PACIFIC LANDPLAN



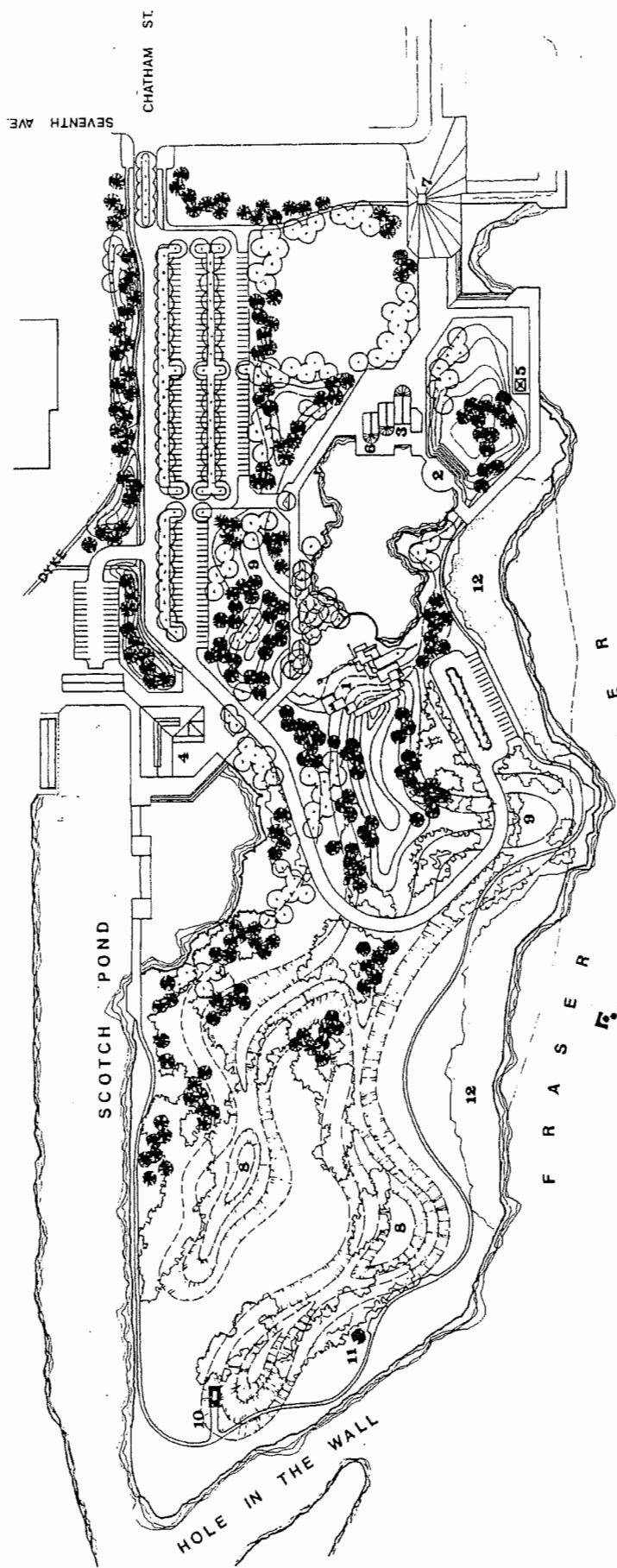


GARRY POINT PARK

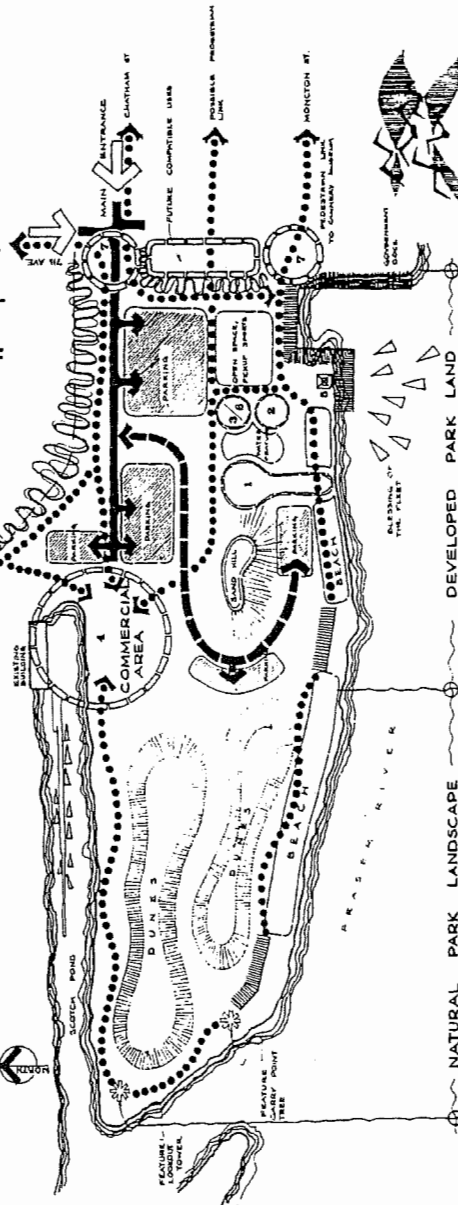
PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND - PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/HANSON-ERB

CONSTRAINTS & OPPORTUNITIES





- LEGEND**
- year round vehicular access
 - - - optional vehicular access
 - . - . seasonal vehicular access
 - ... pedestrian circulation
 - 1 playground
 - 2 amphitheatre
 - 3 winter garden
 - 4 restaurant
 - 5 fisherman's memorial
 - 6 marine interpretation centre
 - 7 pedestrian plaza
 - 8 dunes area
 - 9 picnic area
 - 10 lookout tower
 - 11 Garry point tree
 - 12 beach



13

DEVELOPMENT CONCEPT 2

COLLABORATIVE LTD/HANSON/ERR

GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND · PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD/HANSON/ERR

GARRY POINT PARK WORKSHOP QUESTIONAIRE

As the park planning consultants for Garry Point Park, we are interested in your attitudes and suggestions for the park. We have developed a working program from ongoing meetings with a steering committee, as well a series of meetings with various community groups. Last Saturday a display was placed in the Richmond Square shopping centre.

Please use this sheet to indicate how strongly you either favour or oppose the following "shortlist" of activities and facilities. +3 indicates "strong support" and -3 "strong opposition." A mark of 0 would indicate "no response."

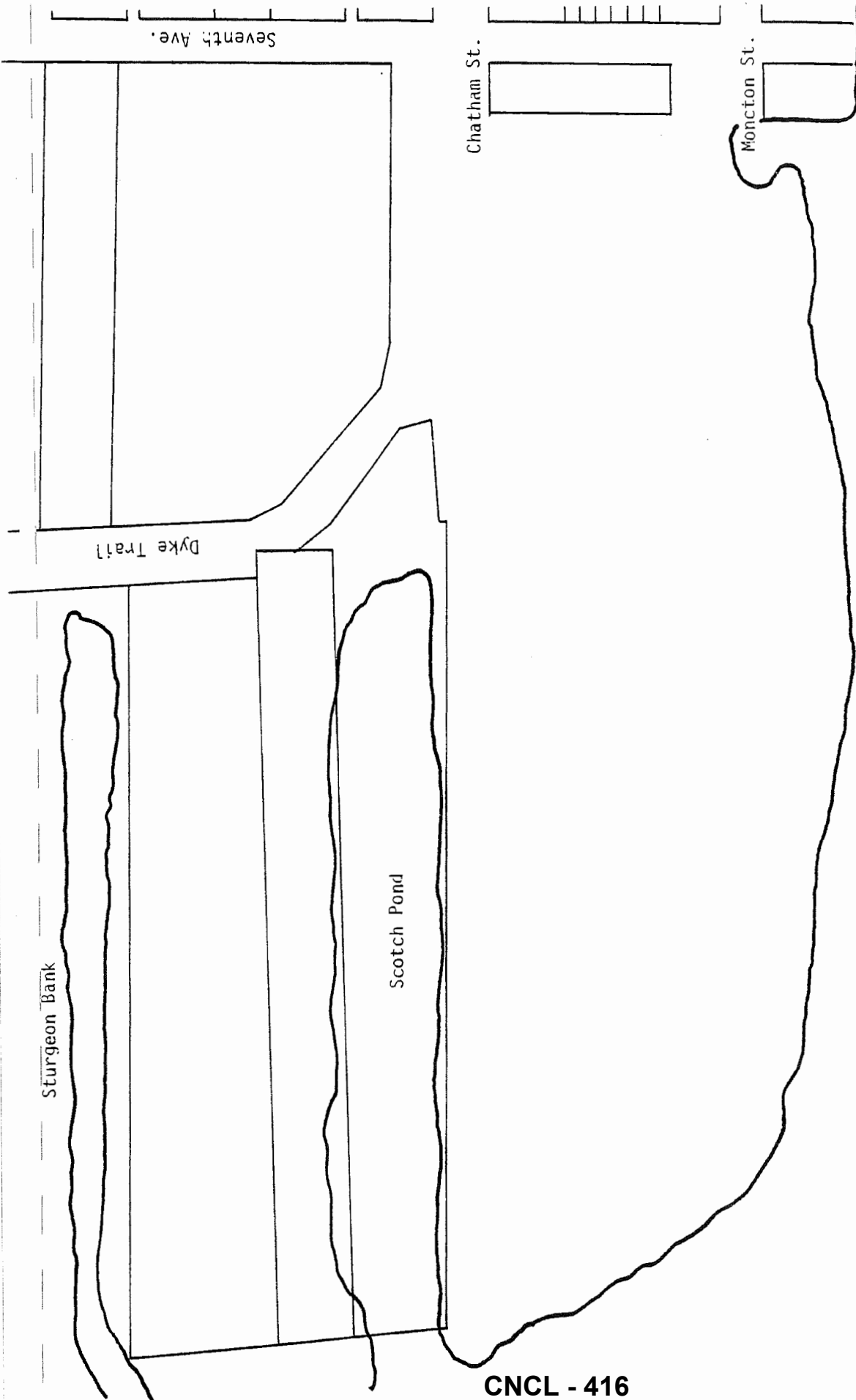
ACTIVITY OR FACILITY	RESPONSE						
	Support				Oppose		
	+3	+2	+1	0	-1	-2	-3
Picnicking							
Picnic shelters							
Fire pits							
Picnic tables							
Walking							
Bicycling							
Roller skating							
Scenic drive							
Children's playground							
Adventure play							
Hard surface play							
Water play							
Pick-up sports							
Viewing - ground level							
Viewing - platform							
Benches							
Sandy beach							
Sunbathing							
Wading pool							
Fitness circuit							
Fishing							
Fishing dock							
Interpretive signage							
Interpretive centre							
Fisherman's memorial							
Amphitheatre							
Concessions							
Winter garden							
Restaurant							
Garry Point tree							
Special events							
Classroom/meeting room							
Washrooms							
Other (please specify)							

Place of residence: Steveston Richmond Other

GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND





CNCL - 416

SCRIBBLE SHEET--SHOW US YOUR IDEAS



GARRY POINT PARK

PREPARED FOR THE CORPORATION OF THE TOWNSHIP OF RICHMOND · PREPARED BY THE PACIFIC LANDPLAN COLLABORATIVE LTD./HANSON-ERB



GARRY POINT.....a typical view of fishermen's homes.
A GLIMPSE OF THE PAST.....let us plan for tomorrow.

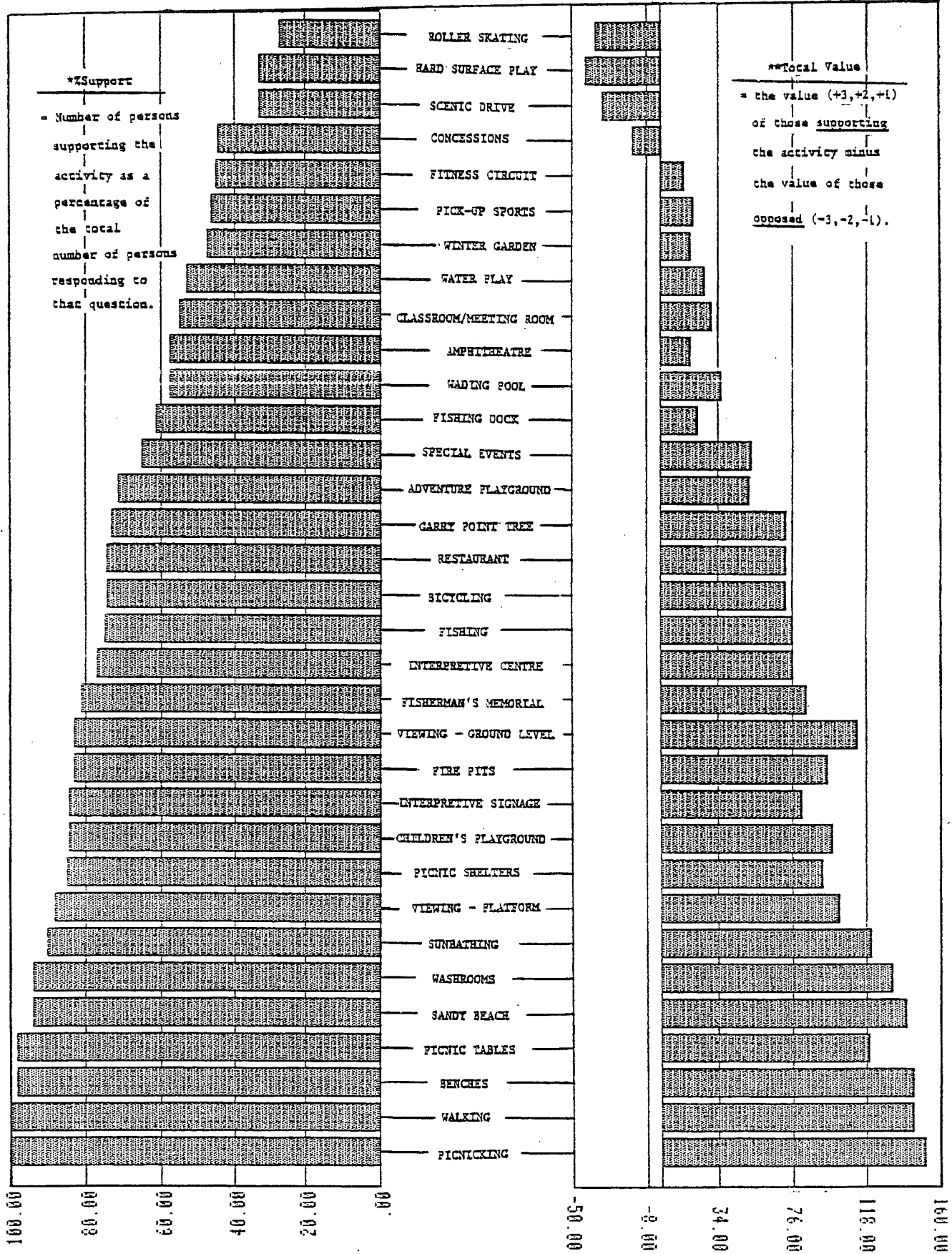
CNCL - 417

RESPONSES IN PRIORITY

	<u>*% SUPPORT</u>		<u>**TOTAL VALUE</u>
PICNICKING	100.00	PICNICKING	151.00
WALKING	100.00	WALKING	144.00
BENCHES	98.08	BENCHES	144.00
PICNIC TABLES	97.78	SANDY BEACH	140.00
SANDY BEACH	94.34	WASHROOMS	132.00
WASHROOMS	94.23	SUNBATHING	121.00
SUNBATHING	90.38	PICNIC TABLES	119.00
VIEWING - PLATFORM	87.50	VIEWING - GROUND LEVEL	112.00
PICNIC SHELTERS	84.62	VIEWING - PLATFORM	102.00
CHILDREN'S PLAYGROUND	84.21	CHILDREN'S PLAYGROUND	98.00
INTERPRETIVE SIGNAGE	98.09	FIRE PITS	96.00
FIRE PITS	83.02	PICNIC SHELTERS	93.00
VIEWING - GROUND LEVEL	82.69	FISHERMAN'S MEMORIAL	83.00
FISHERMAN'S MEMORIAL	80.85	INTERPRETIVE SIGNAGE	81.00
INTERPRETIVE CENTRE	76.60	INTERPRETIVE CENTRE	76.00
FISHING	75.00	FISHING	75.00
BICYCLING	74.07	GARRY POINT TREE	73.00
RESTAURANT	74.00	RESTAURANT	72.00
GARRY POINT TREE	73.19	BICYCLING	72.00
ADVENTURE PLAYGROUND	70.83	SPECIAL EVENTS	52.00
SPECIAL EVENTS	64.58	ADVENTURE PLAYGROUND	51.00
FISHING DOCK	60.87	WADING POOL	35.00
WADING POOL	56.86	FISHING DOCK	35.00
AMPHITHEATRE	56.86	CLASSROOM/MEETING ROOM	29.00
CLASSROOM/MEETING ROOM	55.10	WATER PLAY	25.00
WATER PLAY	52.83	PICK-UP SPORT	19.00
WINTER GARDEN	46.81	AMPHITHEATRE	18.00
PICK-UP SPORTS	46.43	WINTER GARDEN	18.00
FITNESS CIRCUIT	44.90	FITNESS CIRCUIT	13.00
CONCESSIONS	44.00	CONCESSIONS	-16.00
SCENIC DRIVE	33.33	SCENIC DRIVE	-32.00
HARD SURFACE PLAY	32.65	ROLLER SKATING	-37.00
ROLLER SKATING	26.83	HARD SURFACE PLAY	-42.00

*%Support = Number of persons supporting the activity as a percentage of the total number of persons responding to that question.

**Total Value = the value (+3,+2,+1) of those supporting the activity minus the value of those opposed (-3,-2,-1).



2 R E S P O N D E N T S

GARRY POINT PARK WORKSHOP QUESTIONNAIRE

SUMMARY OF COMMENTS

- Seawall on the south side of Fraser River.
- Something to reflect the Japanese heritage (anyway, to be sensitive towards the child that lost his life on Garry Point one year ago). Linkage to Steveston is critical.
- Do not like the water feature in the centre of the park (surrounded by water, and you place water on the site?).
- I do not like parking on the site.
- Be careful with too much vegetation - it should not look like Ambleside).
- There should be bicycle parking.
- There should be sheltered bench areas for watching the river view in winter weather (roof and three walls - open on one side). Also, winter parking (where you can view the riverfront from a car - probably west end of point).
- The parking should be relatively close for easy packing.
- Define one bridge type platform surrounded three sides on water.
- The Steveston Community Centre Park already has a Fitness Circuit.
- Concessions should only be on the Eastern edge, near the commercial area.
- A winter garden should go on the south waterfront side or a sign or a cairn.
- There should be organized tours for appropriate grade levels (school), at least two sets.
- There should be a bicycle rental shop, roller skate rental shop etc.
- It is too windy for sand dunes.
- Bring in trees - they will provide a wind shelter.
- There should be a water slide, swimming pool, and an ice skating rink (during winter).
- Support pleasure boat moorage at Scotch Pond (there is no other facility on the Fraser South Arm.
- Put ornamental fish in the water feature.
- Keep it quiet - don't popularize it too much.
- The restaurant should be on the west side to take advantage of the sunsets over the Gulf of Georgia.
- There should be a mini zoo or aquarium.
- There should be boat launching facilities.
- Blessing of the fleet - tranquil sand gardens.
- Leave as much natural things as you can.
- Fishermens' memorial and lighthouse.
- Leave it as it is - no concessions, no cars.
- There should be a fulltime onsite resident caretaker.
- The restaurant should be done in Japanese architecture.
- Keep cars down to a minimum.

- There should be a neighbourhood pub and a sushi bar.
- There should be public parking and public bus services.
- The classroom/meeting room should have an interpretive centre.
- The park should be closed during night hours (9:00 p.m. to 7:00 a.m.).
- The scenic drive: -3/summer and +3/winter.
- Leave all commercial development in the Steveston core area.
- Leave as natural as possible - pathways such as our Nature Park, and parking at the entry, such as the Nature Park.
- The restaurant should be Japanese (sushi bar).
- Historical aspects.
- There should be hills for viewing.
- Keep as natural as possible.
- Do not develop like False Creek - we need access to the water physically, not just for the view.
- Keep park very natural - have very little blacktop or cement.
- You should put in a Japanese garden.
- Leave the sand dunes the way they are - natural.
- No cars.
- Natural paths only, for quiet enjoyment.
- We have a sufficient number of "developed" park and playground areas already.
- The interpretive centre and classroom should be tied into the educational centre for areas such as Sturgeon Banks, fishing, and river evolution.
- No cars - except for parking by the east side.
- Viewing - platform: use a raised landform rather than a platform.
- The park is too small for a scenic drive.
- Fishing is available at the Government dock.
- Signs are a visual pollution.
- Low profile on the amphitheatre.
- Only one concession stand.
- Boat access to park, moorage (Scotch Pond), and boat access to restaurant.
- Winter garden/restaurant, i.e., Fergusson Point Tea House - good idea.
- Pleasure boat moorage, boat launch.
- Japanese structures/nature design.
- We already have a fishing dock.
- Public moorage.
- The amphitheatre should be natural.
- Restrict traffic.
- Japanese style architecture.
- No vehicle access to point, no southern parking.

- No road to the point.
- Keep everything natural.
- Put in general play equipment.
- Parking should be kept to the north-east portion - with no other road.
- Water feature is a good idea.



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8928
7088 HEATHER STREET
(RZ 11-595579)**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning and Development Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **HIGH DENSITY TOWNHOUSES (RTH2)**.

P.I.D. 026-352-567

LOT A SECTION 15 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN BCP18787

2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 8928**”.

FIRST READING

SEP 24 2012

A PUBLIC HEARING WAS HELD ON

OCT 15 2012

SECOND READING

OCT 15 2012

THIRD READING

OCT 15 2012

OTHER REQUIREMENTS SATISFIED

SEP 19 2017

ADOPTED

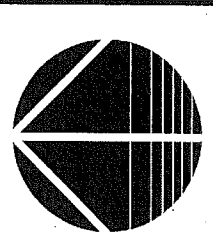
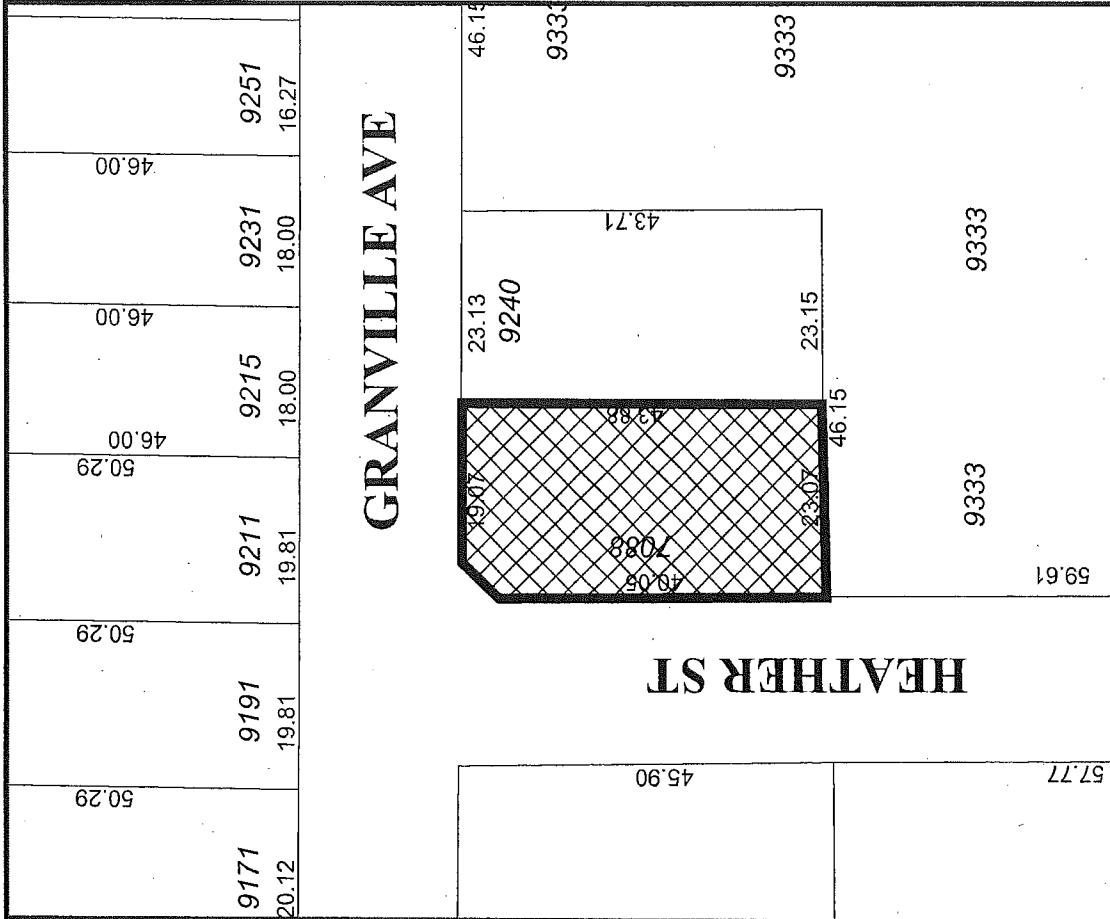
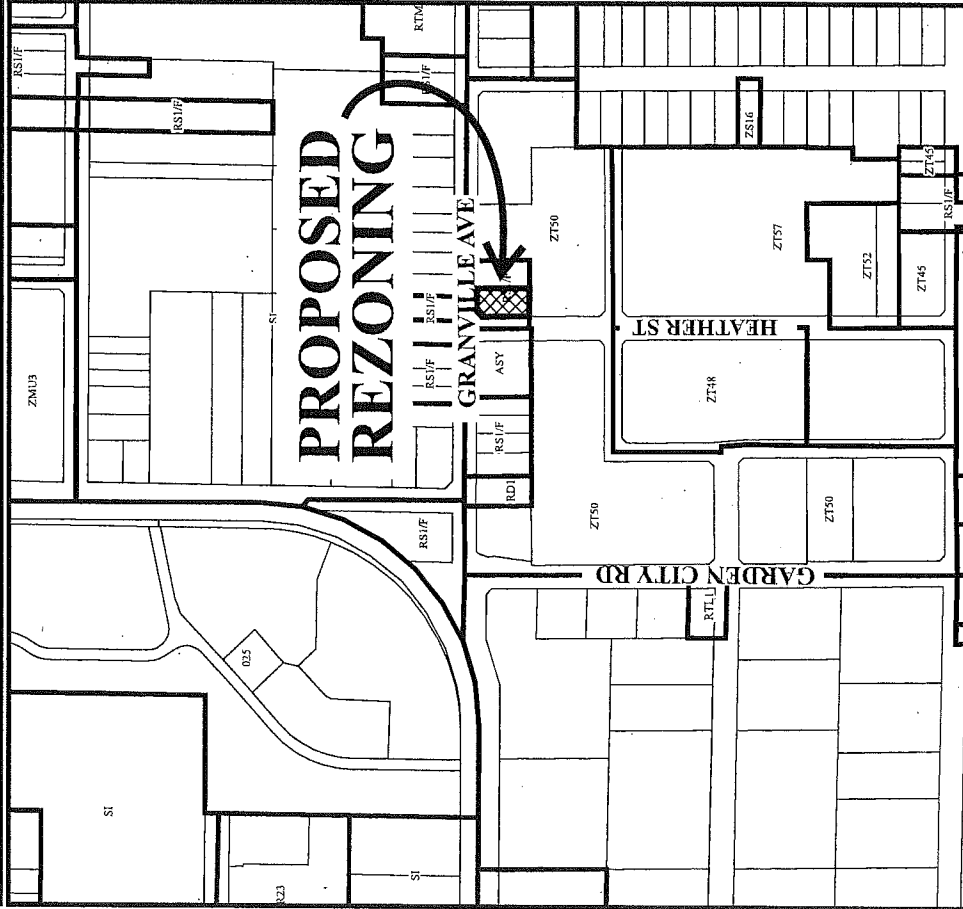


MAYOR

CORPORATE OFFICER



City of Richmond



RZ 11-595579

Original Date: 12/13/11

Revision Date:

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9014 (RZ 12-615601)
9720, 9740 and 9760 Alberta Road**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**MEDIUM DENSITY TOWNHOUSES (RTM3)**".

P.I.D. 001-512-234

LOT 2 SECTION 10 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 1712

P.I.D. 012-298-115

LOT 3 SECTION 10 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 1712

P.I.D. 000-521-671

LOT 4 SECTION 10 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 1712

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9014**".

FIRST READING

APR 22 2013

A PUBLIC HEARING WAS HELD ON

MAY 21 2013

SECOND READING

MAY 21 2013

THIRD READING

MAY 21 2013

OTHER REQUIREMENTS SATISFIED

SEP 13 2017

ADOPTED

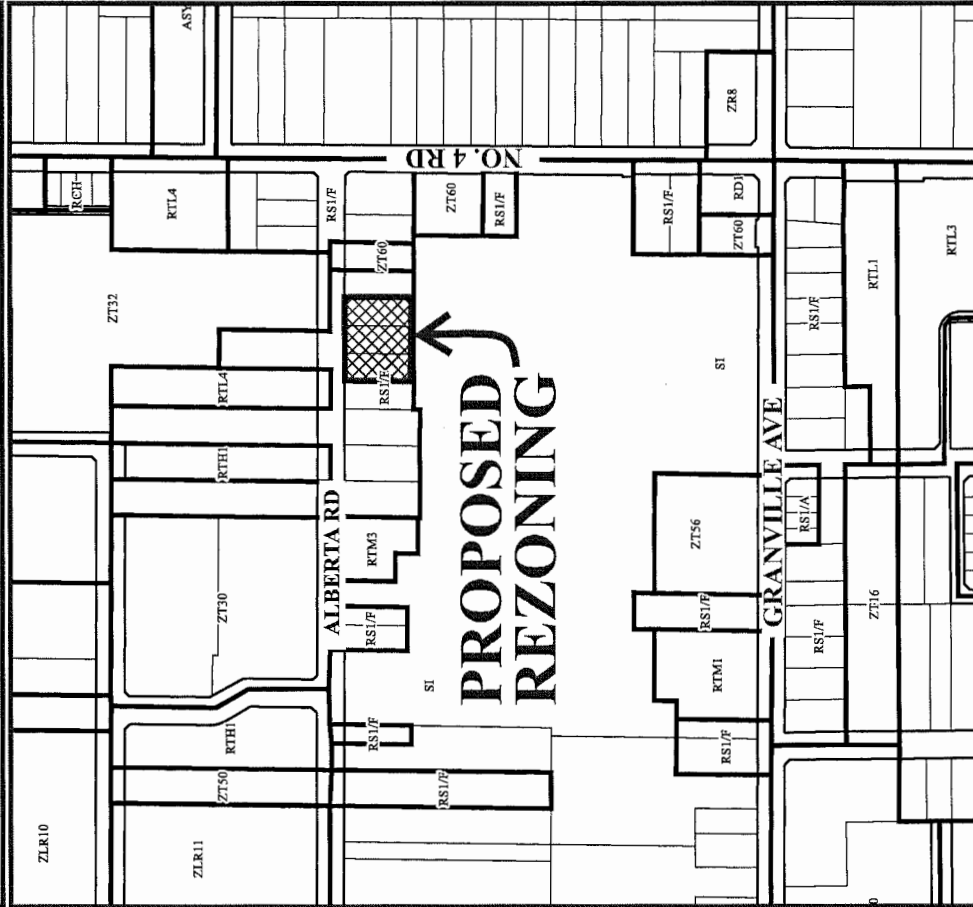


MAYOR

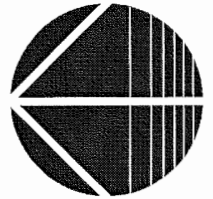
CORPORATE OFFICER



City of Richmond



PROPOSED REZONING

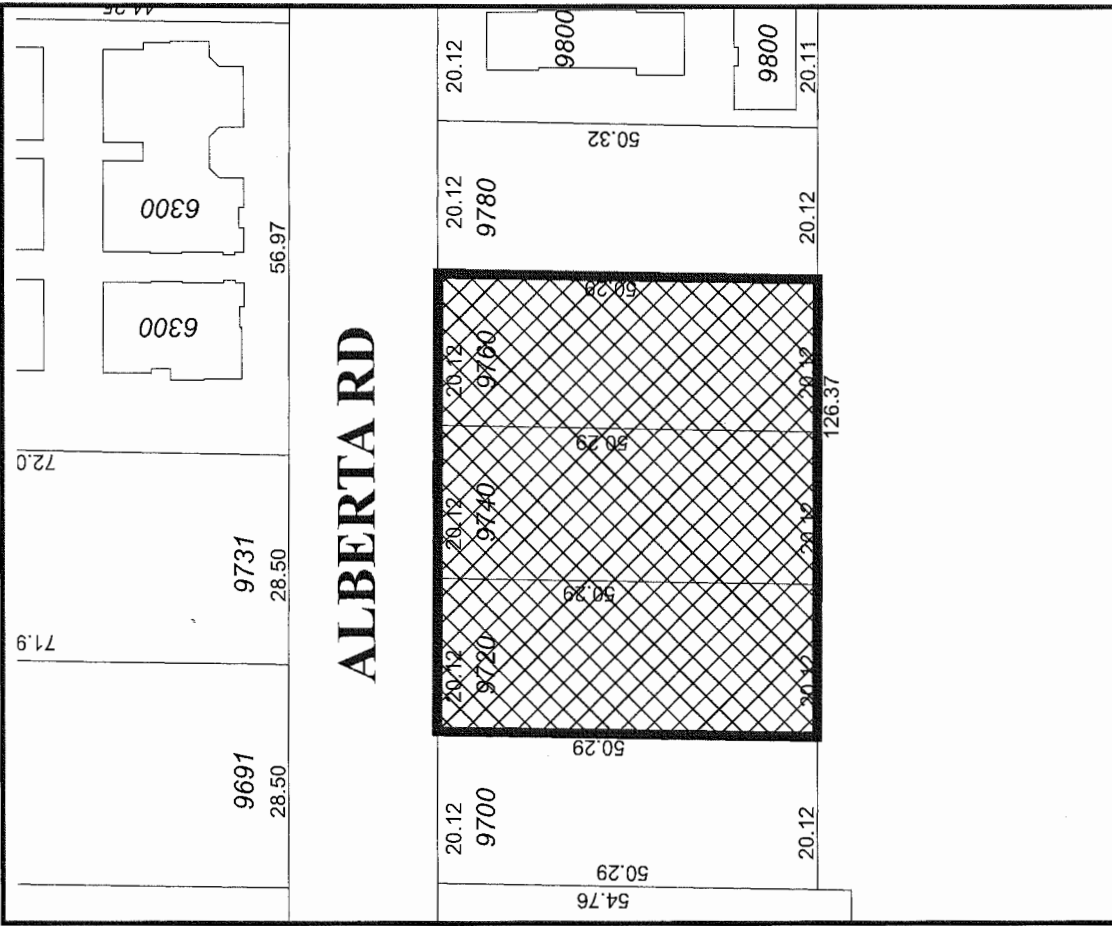


RZ 12-615601

Original Date: 08/01/12

Revision Date: 04/03/13

Note: Dimensions are in METRES





Richmond Zoning Bylaw 8500
Amendment Bylaw 9613 (RZ 15-718064)
7431 Williams Road

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "COACH HOUSES (RCH1)".

P.I.D. 010-320-903
Lot 6 Section 29 Block 4 North Range 6 West New Westminster District Plan 17789

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9613".

FIRST READING

DEC 21 2016

A PUBLIC HEARING WAS HELD ON

JAN 16 2017

SECOND READING

JAN 16 2017

THIRD READING

JAN 16 2017

OTHER CONDITIONS SATISFIED

SEP 13 2017

ADOPTED

CITY OF RICHMOND
APPROVED by [Signature]
APPROVED by Director or Solicitor [Signature]

MAYOR

CORPORATE OFFICER



City of
Richmond



20.12	20.12	20.12	20.12	20.12	20.12	20.12	20.12	20.12	20.12	20.12
0.06	9.14	9.14	9.14	20.12	20.12	27.43	20.12	20.12	20.12	20.12
35.37	35.37	35.37	35.37	35.36	35.36	35.36	35.36	35.36	35.36	35.36
7359	7371	7391	7393	7411	7431	7451	7471	7511	7531	7551
0.06	9.14	9.14	9.14	20.12	20.12	20.12	27.43	20.12	20.12	20.12
WILLIAMS RD										
30.48	15.24	15.24	15.24	15.24	15.24	15.24	15.24	30.48	15.24	15.24
7360	7380	7382	7386	7388	7420	7428	7440	7460	7468	
24.23	24.23	4.23	24.23	4.23	24.23	1.23	1.23	24.23	24.23	

	RZ 15-718064	Original Date: 01/20/16
		Revision Date:
		Note: Dimensions are in METRES



Richmond Zoning Bylaw 8500
Amendment Bylaw 9660 (RZ 14-659770)
4271 Francis Road

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "SINGLE DETACHED (RS2/C)".

P.I.D. 009-343-997

Lot 88 Section 23 Block 4 North Range 7 West New Westminster District Plan 24554

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9660".

FIRST READING

DEC 21 2016

A PUBLIC HEARING WAS HELD ON

JAN 16 2017

SECOND READING

JAN 16 2017

THIRD READING

JAN 16 2017

OTHER CONDITIONS SATISFIED

SEP 19 2017

ADOPTED

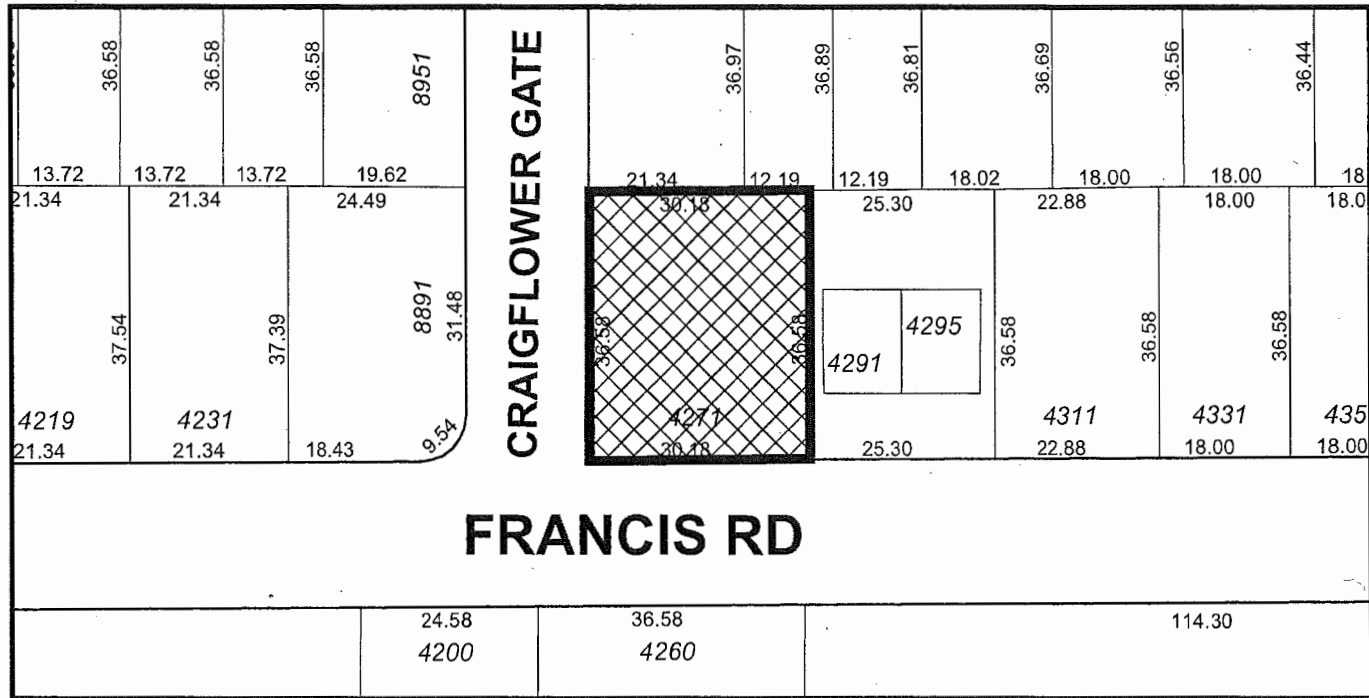
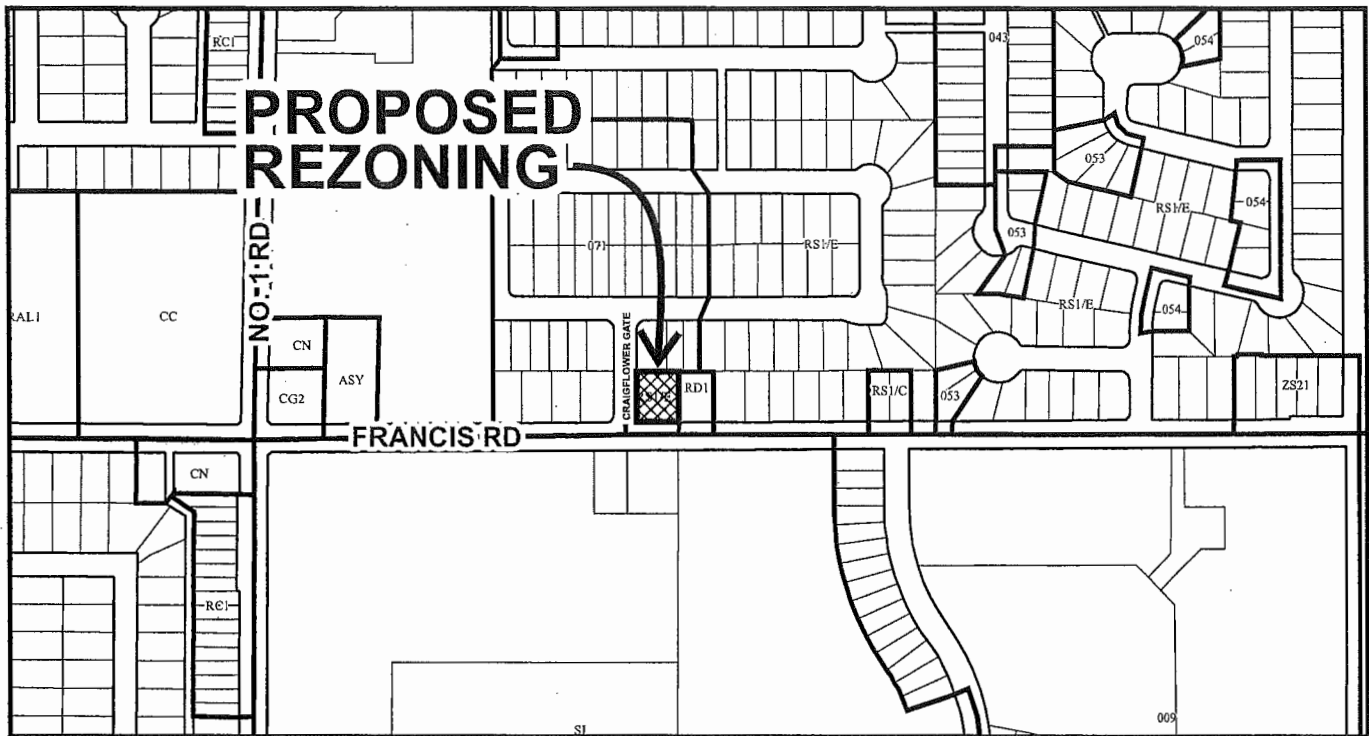
CITY OF RICHMOND
APPROVED by BK
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER



City of
Richmond



	<h1>RZ 14-659770</h1>	<p>Original Date: 04/02/14 Revision Date: Note: Dimensions are in METRES</p>
--	-----------------------	--



Housing Agreement (Landa Elmbridge Holdings Ltd.) Bylaw No. 9739

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: 003-833-887 Lot 83 Section 5 Block 4 North Range 6 West New
Westminster District Plan 36650;

2. This Bylaw is cited as **“Housing Agreement (Landa Elmbridge Holdings Ltd.) Bylaw No. 9739”**.

FIRST READING

SEP 11 2017

SECOND READING

SEP 11 2017

THIRD READING

SEP 11 2017

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept
<i>JR</i>
APPROVED for legality by Solicitor
<i>JA</i>

MAYOR

CORPORATE OFFICER

Bylaw 9739

Schedule A

To Housing Agreement (Landa Elmbridge Holdings Ltd.) Bylaw No. 9739

HOUSING AGREEMENT BETWEEN LANDA ELMBRIDGE HOLDINGS LTD. AND THE
CITY OF RICHMOND

HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AGREEMENT is dated for reference August 21, 2017,

BETWEEN:

LANDA ELMBRIDGE HOLDINGS LTD. (INC. NO. BC1007449), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 1550-200 Burrard Street, Vancouver, British Columbia, V6C 3L6

(the “**Owner**” as more fully defined in section 1.1 of this Agreement)

AND:

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

(the “**City**” as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

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

**ARTICLE 1
DEFINITIONS AND INTERPRETATION**

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

- (a) **“Affordable Housing Strategy”** means the Richmond Affordable Housing Strategy approved by the City on May 28, 2007, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **“Affordable Housing Unit”** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (c) **“Agreement”** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **“Building Permit”** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (e) **“City”** means the City of Richmond;
- (f) **“CPI”** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (g) **“Daily Amount”** means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (h) **“Development”** means the mixed-use residential and commercial development to be constructed on the Lands;
- (i) **“Development Permit”** means the development permit authorizing development on the Lands, or any portion(s) thereof;

- (j) **“Director of Development”** means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (k) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (l) **“Eligible Tenant”** means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,000 or less;
 - (ii) in respect to a one-bedroom unit, \$38,000 or less;
 - (iii) in respect to a two-bedroom unit, \$46,500 or less; or
 - (iv) in respect to a three or more bedroom unit, \$57,500 or less

provided that, commencing January 1, 2018, the annual incomes set-out above shall be adjusted annually on January 1st of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant’s permitted income in any particular year shall be final and conclusive;

- (m) **“Family”** means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (n) **“Housing Covenant”** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) charging the Lands, dated for reference September ____, 2017, and registered under number CA _____, as it may be amended or replaced from time to time;

- (o) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (p) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (q) **“Lands”** means PID: 003-833-887, Lot 83, Section 5, Block 4 North, Range 6 West, New Westminster District Plan 36650, and including a building or a portion of a building, into which said land(s) is or are Subdivided;
- (r) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (s) **“LTO”** means the New Westminster Land Title Office or its successor;
- (t) **“Manager, Community Social Development”** means the individual appointed to be the Manager, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (u) **“Owner”** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (v) **“Permitted Rent”** means no greater than:
 - (i) \$850.00 a month for a bachelor unit;
 - (ii) \$950.00 a month for a one-bedroom unit;
 - (iii) \$1,162.00 a month for a two-bedroom unit; and
 - (iv) \$1,437.00 a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2018, the rents set-out above shall be adjusted annually on January 1st of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (w) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (x) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (y) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (z) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (aa) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (bb) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;

- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2

USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
 - (a) be issued with a Development Permit unless the Development Permit includes the Affordable Housing Units;

- (b) be issued with a Building Permit unless the Building Permit includes the Affordable Housing Units; and
- (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
 - (i) the Affordable Housing Units and related uses and areas have been constructed to the satisfaction of the City;
 - (ii) the Affordable Housing Units have received final building permit inspection granting occupancy; and
 - (iii) the Owner is no otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands.

ARTICLE 3
DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.
- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.
- 3.3 If the Owner sells or transfers one (1) or more Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.
- 3.4 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
 - (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;

- (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces;
- (d) the Owner will not require the Tenant or any permitted occupant to pay any move-in/move-out fees, strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cable television, telephone, other telecommunications, gas, or electricity fees, charges or rates;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(l) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.4(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(l) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective

30 days following the date of the notice of termination. In respect to section 3.4(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

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

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

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

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

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

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

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

**ARTICLE 5
STRATA CORPORATION BYLAWS**

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation.
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities, notwithstanding that the Strata Corporation may levy such parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle charging stations are excluded from this provision.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except, subject to section 5.5 of this Agreement, on the same basis that governs the use and enjoyment of any common property, limited common property and other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations and related facilities, by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

**ARTICLE 6
DEFAULT AND REMEDIES**

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

Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

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

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the

market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

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

7.4 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 Indemnity

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

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

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

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.8 Priority

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

7.9 City's Powers Unaffected

This Agreement does not:

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

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

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

7.11 No Public Law Duty

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

7.12 Notice

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

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

And to: City Solicitor
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

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

7.13 Enuring Effect

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

7.14 Severability

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

7.15 Waiver

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

7.16 Sole Agreement

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

7.17 Further Assurance

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

7.18 Covenant Runs with the Lands

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

7.19 Equitable Remedies

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

7.20 No Joint Venture

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

7.21 Applicable Law

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

7.22 Deed and Contract

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

7.23 Joint and Several

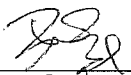
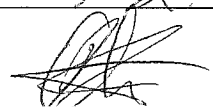
If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.23 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

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

LANDA ELMBRIDGE HOLDINGS LTD. (INC. NO. BC1007449)
by its authorized signatory(ies):

Per: 
Name: _____
Per: 
Name: _____

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor

DATE OF COUNCIL APPROVAL

CITY OF RICHMOND

by its authorized signatory(ies):

Per:

Malcolm D. Brodie, Mayor

Per:

David Weber, Corporate Officer

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA PROVINCE OF BRITISH COLUMBIA))))	IN THE MATTER OF A HOUSING AGREEMENT WITH THE CITY OF RICHMOND ("Housing Agreement")
--	------------------	---

TO WIT:

I, _____ of _____, British Columbia, do solemnly declare that:

1. I am the owner or authorized signatory of the owner of _____ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
3. For the period from _____ to _____, the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants and their employer(s)]

4. The rent charged each month for the Affordable Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this statutory declaration: \$_____ per month;
 - (b) the rent on the date of this statutory declaration: \$_____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$_____.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.

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

DECLARED BEFORE ME at the City of _____)
_____, in the Province of British)
Columbia, this _____ day of)
_____, 20__.

A Commissioner for Taking Affidavits in the)
Province of British Columbia)

DECLARANT

PRIORITY AGREEMENT

UNITED OVERSEAS BANK LIMITED (the "**Chargeholder**") is the holder of a Mortgage and Assignment of Rents encumbering the Lands, which Mortgage and Assignment of Rents were registered in the Lower Mainland Land Title Office under numbers CA5897454 and CA5897455, respectively (together, the "**Charges**").

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

UNITED OVERSEAS BANK LIMITED

by its authorized signatory(ies):

Per: _____

Name:

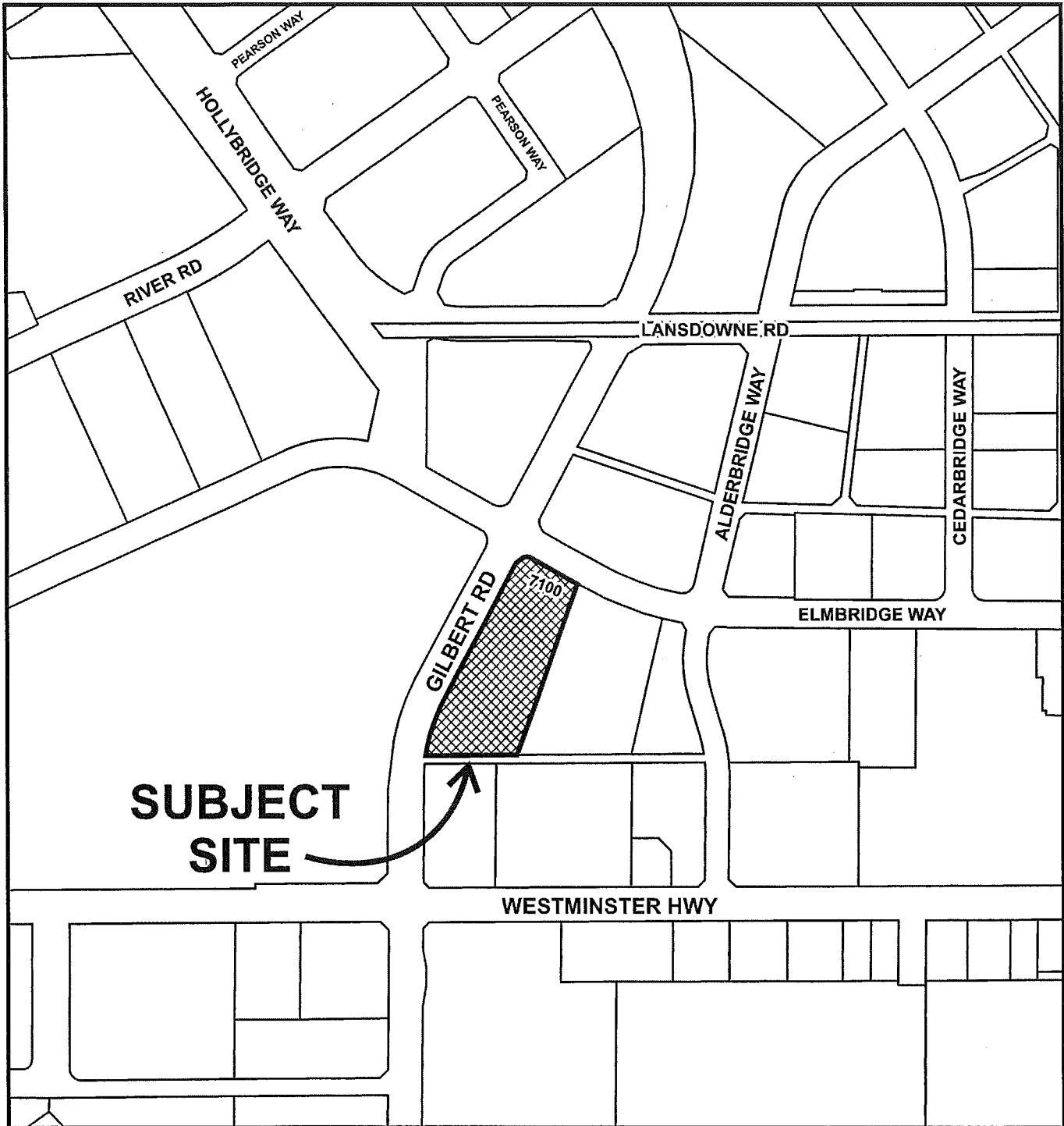
Jane Taylor
VP, Corporate Banking

Per: _____

Name:



City of Richmond



7100 Elmbridge Way

Original Date: 08/16/17

Revision Date:

Note: Dimensions are in METRES

CNCL - 454



Housing Agreement (9251 Alexandra Road) Bylaw No. 9544, Amendment Bylaw No. 9754

The Council of the City of Richmond enacts as follows:

- 1. The Mayor and Corporate Officer for the City of Richmond are authorized to execute and deliver a housing agreement amendment, substantially in the form set out in Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: 000-635-987 West Half Lot 24, Block B, Section 34, Block 5, North Range 6 West, New Westminster District Plan 1224.

- 2. This Bylaw is cited as "Housing Agreement (9251 Alexandra Road) Bylaw No. 9227, Amendment Bylaw No. 9754".

FIRST READING

SEP 11 2017

SECOND READING

SEP 11 2017

THIRD READING

SEP 11 2017

LEGAL REQUIREMENTS SATISFIED

SEP 18 2017

ADOPTED

CITY OF RICHMOND APPROVED for content by originating dept. [Signature] APPROVED for legality by Solicitor [Signature]

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 9754

To Housing Agreement (9251 Alexandra Road) Bylaw No. 9227, Amendment Bylaw No. 9754

AMENDMENT TO HOUSING AGREEMENT BETWEEN the City of Richmond and 1083465
B.C. Ltd

HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AGREEMENT is dated for reference the 13 day of August, 2017.

BETWEEN:

1083465 B.C. LTD. (Incorporation No. BC1083465),
a company duly incorporated under the laws of the Province of British
Columbia and having its registered office at 201 – 201 -6011
Westminster Highway, Richmond, British Columbia, V7V 4V4

(the “Owner” as more fully defined in section 1.1 of this
Agreement)

AND:

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

(the “City” as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

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

**ARTICLE 1
DEFINITIONS AND INTERPRETATION**

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

- (a) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (b) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (c) **"City"** means the City of Richmond;
- (d) **"CPI"** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (e) **"Daily Amount"** means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (f) **"Dwelling Unit"** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (g) **"Eligible Tenant"** means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,000 or less;
 - (ii) in respect to a one bedroom unit, \$38,000 or less;
 - (iii) in respect to a two bedroom unit, \$46,500 or less; or
 - (iv) in respect to a three or more bedroom unit, \$57,500 or less

provided that, commencing July 1, 2013, the annual incomes set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

- (h) **"Family"** means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (i) **"Housing Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands registered on ___ day of _____, 2017, under number _____, as it may be amended or replaced from time to time;
- (j) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (k) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (l) **"Lands"** means the following lands and premises situate in the City of Richmond and, including a building or a portion of a building, into which said land is Subdivided:

PID: No PID, Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP59694
- (m) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 1996, Chapter 323, together with all amendments thereto and replacements thereof;
- (n) **"LTO"** means the New Westminster Land Title Office or its successor;
- (o) **"Owner"** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are

Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;

- (p) **“Permitted Rent”** means no greater than:
- (i) \$850.00 a month for a bachelor unit;
 - (ii) \$950.00 a month for a one bedroom unit;
 - (iii) \$1,162.00 a month for a two bedroom unit; and
 - (iv) \$1,437.00 a month for a three (or more) bedroom unit,

provided that, commencing July 1, 2013, the rents set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (q) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (r) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (s) **“Strata Property Act”** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (t) **“Subdivide”** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (u) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (v) **“Tenant”** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

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

ARTICLE 2

USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the

form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

**ARTICLE 3
DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS**

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.

- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.

- 3.3 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:

- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
- (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
- (c) the Owner will not require the Tenant or any permitted occupant to pay any strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cablevision, telephone, other telecommunications, gas, or electricity fees, charges or rates;
- (d) the Owner will attach a copy of this Agreement to every Tenancy Agreement;

- (e) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(g) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.3(f)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(g) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.3(f)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

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

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

**ARTICLE 4
DEMOLITION OF AFFORDABLE HOUSING UNIT**

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

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

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

**ARTICLE 5
STRATA CORPORATION BYLAWS**

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or amenities of the strata corporation.
- 5.5 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs

the use and enjoyment of any common property, limited common property or other common areas, facilities or amenities of the strata corporation by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

**ARTICLE 6
DEFAULT AND REMEDIES**

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.
- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

**ARTICLE 7
MISCELLANEOUS**

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 905 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The

Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 Modification

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

7.3 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.4 Indemnity

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

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.5 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators,

personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement; and/or
- (b) the exercise by the City of any of its rights under this Agreement or an enactment.

7.6 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.7 Priority

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

7.8 City's Powers Unaffected

This Agreement does not:

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

7.9 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and

- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.10 No Public Law Duty

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

7.11 Notice

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

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

And to: City Solicitor
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

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

7.12 Enuring Effect

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

7.13 Severability

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

7.14 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising

any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.15 Sole Agreement

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

7.16 Further Assurance

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

7.17 Covenant Runs with the Lands

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

7.18 Equitable Remedies

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

7.19 No Joint Venture

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

7.20 Applicable Law

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

7.21 Deed and Contract

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

7.22 Joint and Several

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

7.23 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

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

1083465 B.C. LTD.

by its authorized signatory(ies):

Per: [Signature]
Name: LING YANG

Per: [Signature]
Name: WIONG WEI

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
David Weber, Corporate Officer

CITY OF RICHMOND APPROVED for content by originating dept. <u>[Signature]</u>
APPROVED for legality by Solicitor <u>[Signature]</u>
DATE OF COUNCIL APPROVAL

Appendix A to Housing Agreement

STATUTORY DECLARATION

CANADA)	IN THE MATTER OF A
)	HOUSING AGREEMENT WITH
PROVINCE OF BRITISH COLUMBIA)	THE CITY OF RICHMOND
)	("Housing Agreement")

TO WIT:

I, _____ of _____, British Columbia, do solemnly declare that:

1. I am the owner or authorized signatory of the owner of _____ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
3. For the period from _____ to _____, the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants and their employer(s)]

4. The rent charged each month for the Affordable Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this statutory declaration: \$_____ per month;
 - (b) the rent on the date of this statutory declaration: \$_____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$_____.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.

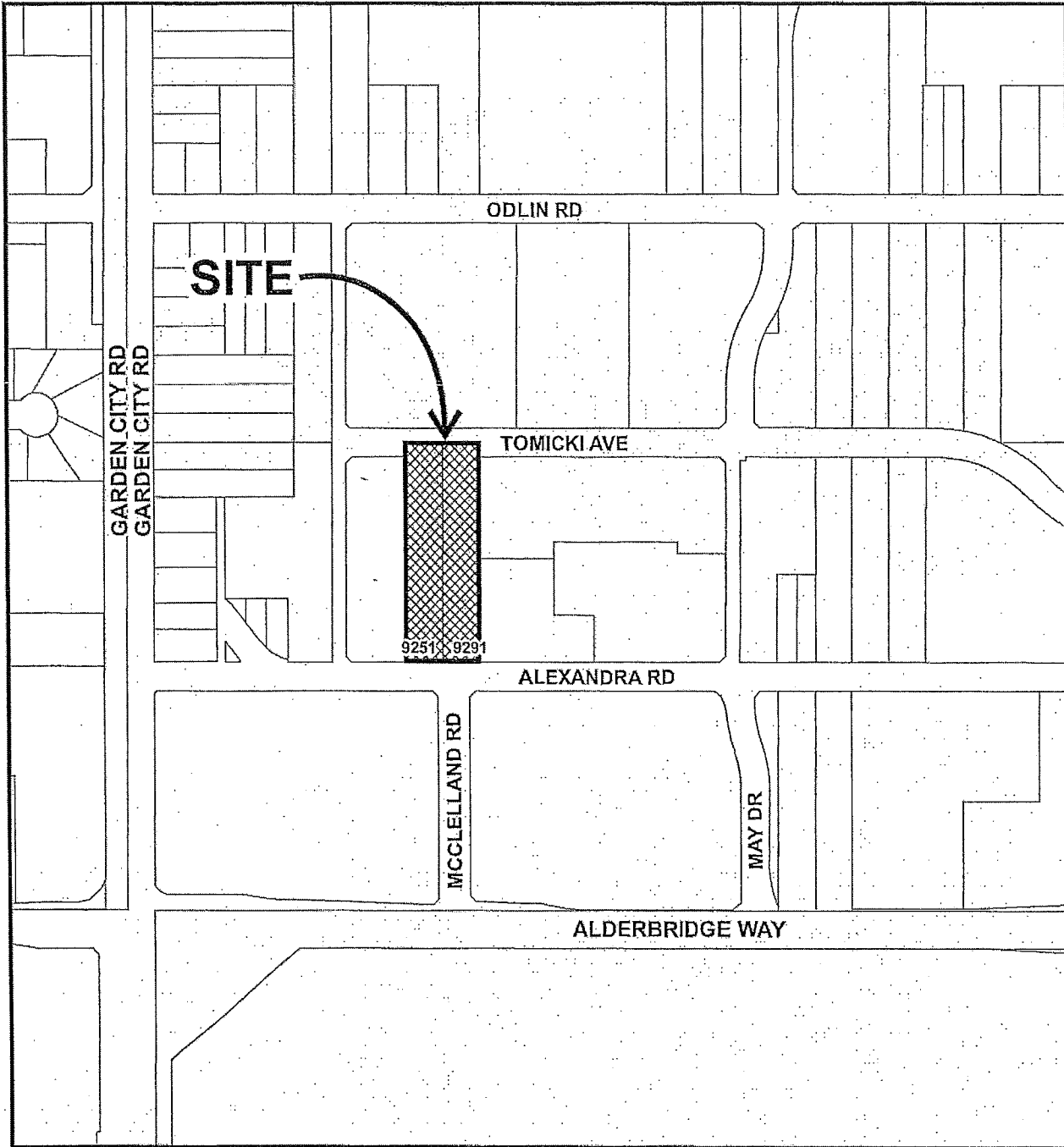
6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at the City of _____)
_____, in the Province of British)
Columbia, this _____ day of)
_____, 20____.)
_____)
_____)
_____)
_____)
_____)
A Commissioner for Taking Affidavits in the)
Province of British Columbia)

DECLARANT



City of Richmond



9251 & 9291 Alexandra Road

Original Date: 06/14/16

Revision Date:

Note: Dimensions are in METRES



**Development Permit Panel
Wednesday, September 13, 2017**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Robert Gonzalez, Chair
Cathryn Volkering Carlile, General Manager, Community Services
John Irving, Director, Engineering

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 August 9, 2017, be adopted.

CARRIED

**1. Development Permit 16-728670
(REDMS No. 5336686)**

APPLICANT: Anwer Kamal
PROPERTY LOCATION: 6571/6573 No. 4 Road
INTENT OF PERMIT:

Permit the construction of the second phase of six townhouse units at 6571/6573 No. 4 Road on a site zoned "Town Housing (ZT60) – North McLennan (City Centre)".

Applicant's Comments

Eric Law, Eric Law Architect, provided background information on the proposed development and highlighted the following:

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- the proposed six-unit two-storey townhouse development is located at the end block of the adjacent townhouse development to the north;
- the building design for the proposed development is similar to the townhouse development to the north;
- vehicle access will be provided through the internal drive aisle of the neighbouring development to the north through an existing easement registered on title;
- the proposed outdoor amenity area provides a welcoming experience; and
- landscaping is proposed on the A.R. MacNeill Secondary School, along the west and south property lines of the subject site to provide a buffer between the school and the subject site.

Jenny Liu, JHL Design Group Inc., briefed the Panel on the main landscaping features of the project, noting that (i) a variety of hardy and drought tolerant plants are proposed to provide year round interest, (ii) landscaping has been designed to maximize views and eliminate potential hiding areas, (iii) sustainability features for the project include, among others, installation of permeable pavers in some areas on-site, (iv) the outdoor amenity area includes a children's play area and seating to encourage social interaction among residents, (v) layered landscaping is proposed for the No. 4 Road frontage to meet Agricultural Land Area (ALR) landscape buffer requirements, (vi) on-site tree selection complies with BC Hydro requirements for trees located near power lines, (viii) the existing tree at the southwest corner of the site will be retained and protected, and (ix) proposed landscaping along the west and south property lines of the subject site will be coordinated with the A.R. MacNeill Secondary School to ensure safety, security and visual interest.

Panel Discussion

In response to a query from the Panel, Ms. Liu acknowledged that (i) the Zoning Bylaw requires that fencing along street frontages should not exceed four feet in height, and (ii) a four-foot high hedge planting is proposed behind the three-foot high metal picket fence along the subject site's frontage on No. 4 Road.

Staff Comments

Wayne Craig, Director, Development, noted that (i) the City's Agricultural Advisory Committee has reviewed the proposed ALR landscape buffer along No. 4 Road and its comments have been incorporated into the current landscape plan, (ii) the project has been designed to achieve an EnerGuide 82 rating, (iii) one convertible unit is proposed for the project, and (iv) there will be a Servicing Agreement for frontage improvements along No. 4 Road prior to issuance of a Building Permit.

Gallery Comments

None.

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Correspondence

None.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of six townhouse units at 6571/6573 No. 4 Road on a site zoned "Town Housing (ZT60) – North McLennan (City Centre)".

CARRIED

2. Development Permit 17-763780
(REDMS No. 5513700)

APPLICANT: Oris (TLP) Developments Corp.

PROPERTY LOCATION: 5071 Steveston Highway

INTENT OF PERMIT:

1. Permit the construction of nine townhouses at 5071 Steveston Highway on a site zoned "Low Density Townhouses (RTL4)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to:
 - (a) allow 50% of the required resident vehicle parking spaces to be small-sized; and
 - (b) reduce the minimum lot width from 50 m to 24 m.

Applicant's Comments

Dana Westermarck, Oris Consulting Ltd., provided background information on the proposed development and highlighted the following:

- the subject site has a peculiar shape, with a frontage of 80 feet and depth of 300 feet;
- a variance is requested to reduce the minimum lot width from 50 meters to 24 meters due to the small size of the site;
- a variance is also requested to reduce the number of standard-sized vehicle parking spaces to accommodate resident bicycle parking spaces within the garages of the townhouse units;
- vehicular access to the site is provided from Steveston Highway and the existing rear lane for the two northernmost units; and

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- shared vehicle and pedestrian access to the adjacent properties to the northwest and to the east of the subject site will be provided through the public right-of-passage to be registered on Title over the entire drive-aisle and the pedestrian pathway from the City lane at the rear.

Panel Discussion

In response to queries from the Panel, Mr. Westermark acknowledged that (i) in addition to the wood fence at the west property line, the existing cedar hedge within the property of the neighbouring pub to the west will be retained to provide a buffer between the pub and the adjacent townhouse units on the subject site, (ii) residents of the two-storey duplex building at the north end of the internal drive aisle could access their garage off the rear City lane and visitors could park their cars in the visitor parking spaces within the subject site and walk down to the front door of their units, and (iii) there will be no potential privacy issues with the single-family home across the rear lane as it is not in close proximity to the two-storey duplex building on the subject site.

In response to a query from the Panel, Greg Andrews, The Andrews Architects Inc., acknowledged that (i) there is approximately a one-meter grade difference between Steveston Highway at the front and the City lane at the rear of the subject site, and (ii) the existing backyard of the subject property will be filled to improve the interface between the rear lane and the adjacent two-storey duplex building on the subject site.

Staff Comments

Mr. Craig noted that (i) there are two technical variances associated with the subject development permit application due to the existing geometry of the site, (ii) the requested parking variance allowing 50 percent of the required vehicle parking spaces to be small-sized is consistent with other parking variances granted to similar townhouse projects, (iii) one convertible unit is proposed for the project, and (iv) there will be a Servicing Agreement which includes frontage improvements to Steveston Highway and the rear City lane which extends from the frontage of the property all the way out to Hollymount Drive.

In response to a query from the Panel, Mr. Craig acknowledged that (i) there will be no turning movement restrictions placed on the subject site, and (ii) all garbage and recycling collections will be from the rear lane.

Gallery Comments

None.

Correspondence

None.

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Panel Decision

It was moved and seconded

That a Development Permit be issued which would

1. *Permit the construction of nine townhouses at 5071 Steveston Highway on a site zoned "Low Density Townhouses (RTL4)"; and*
2. *Vary the provisions of Richmond Zoning Bylaw 8500 to:*
 - (a) *allow 50% of the required resident vehicle parking spaces to be small-sized; and*
 - (b) *reduce the minimum lot width from 50 m to 24 m.*

CARRIED

3. Date of Next Meeting: September 27, 2017

4. Adjournment

It was moved and seconded

That the meeting be adjourned at 3:52 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, September 13, 2017.

Robert Gonzalez
Chair

Rustico Agawin
Auxiliary Committee Clerk



To: Richmond City Council
From: Joe Erceg, MCIP
Chair, Development Permit Panel
Date: September 21, 2017
File: 01-0100-20-DPER1-
01/2017-Vol 01
Re: **Development Permit Panel Meetings Held on January 27, 2016,
October 12, 2016 and June 14, 2017**

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:
 - a) A Development Permit (DP 13-647517) for the property at 9728 Alberta Road (formerly 9720, 9740 and 9760 Alberta Road);
 - b) A Development Permit (DP 13-633035) for the property at 7088 Heather Street; and
 - c) A Development Permit (DP 15-700007) for the property at 7100 Elmbridge Way;be endorsed, and the Permits so issued.


Joe Erceg
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following items at its meetings held on January 27, 2016, October 12, 2016 and June 14, 2017.

DP 13-647517 – ERIC LAW ARCHITECTS INC. – 9728 ALBERTA ROAD
(FORMERLY 9720, 9740 AND 9760 ALBERTA ROAD)
(January 27, 2016)

The Panel considered a Development Permit application to permit the construction of six two-storey and 14 three-storey townhouse dwellings on a site zoned “Medium Density Townhouses (RTM3)”. Variances are included in the proposal for increased site coverage and tandem parking.

Architect, Eric Law, of Eric Law Architects Inc.; and Landscape Architect, Denitsa Dimitrova, of PMG Landscape Architects, provided a brief presentation, noting that:

- Development surrounding the subject site included a lot under a development application for a townhouse project to the east, single family homes and townhouse developments to the north, a single family home to the west, and a school parking lot to the south.
- The roof forms incorporated gables to provide visual interest.
- Two variances are requested: to allow a site coverage increase from 40% to 42%, and to allow an increase in tandem residential parking spaces from 50% to 70%.
- A convertible housing unit is included.
- The design meets EnerGuide 82 criteria for energy efficiency.
- A retaining wall and fencing will be installed on the property line to the south.
- A small playground for young children will include play equipment.
- Different pavement treatments will be used for the patios and walkways and coloured pavers will be installed in the visitors parking and as a decorative strip.

In response to Panel queries, Ms. Dimitrova and Mr. Law advised that:

- Along the west property line, there is a sloped 70 cm grade difference; a fence will be installed on the property line, and a light fixture will be installed adjacent to the fence.
- There will be hose bibs in each of the private yards and the irrigation plan had not yet been completed.
- Columnar conifer trees will be planted to screen neighbour views of townhouse unit #7.
- No direct pedestrian access is proposed to the adjacent school parking lot to the south.

- A 2 ft. retaining wall will be installed along the south property line; on which a 4 ft. fence will be constructed.
- There are only a few small windows in townhouse unit #7 facing the neighbours to the west.

Discussion ensued with regard to the hose bibs in the private yards and shutting off irrigation during drought conditions. In reply to queries from the Panel, staff noted that options for a central control valve for irrigation could be discussed with the applicant.

Staff confirmed that: (i) the proposed development is consistent with the OCP; (ii) no concerns were expressed at Public Hearing on visual impacts of the development or on parking; (iii) the tandem parking variance pre-dates Council's 2013 decision (in new applications, tandem parking cannot exceed 50% of the total parking); (iv) the townhouse development to the east was endorsed in December, 2015; (v) the lot at the corner of Alberta Road has been zoned for townhouse development; and (vi) the proposed development is in keeping with the form and character of the neighbourhood.

No correspondence was submitted to the Development Permit Panel regarding the application.

Subsequent to the meeting, the applicant has advised that they will install a central control for the irrigation of the common areas within the complex. Each individual unit will have its own hose bib and the strata owner will be responsible for compliance with City/regional water restrictions.

The Panel recommends that the Permit be issued.

DP 13-633035 – GERRY BLONSKI – 7088 HEATHER STREET
(October 12, 2016)

The Panel considered a Development Permit application to permit the construction of four three-storey townhouse units at 7088 Heather Street on a site zoned "High Density Townhouses (RTH2)". A variance is included in the proposal for reduced minimum lot area.

Architect, Gerry Blonski, of Gerry Blonski Architect; and Landscape Architect, Clark Kavolinas, of C. Kavolinas and Associates Inc., provided a brief presentation, noting that:

- The outdoor amenity spaces including a children's play area are sited along Heather Street.
- Broadleaf Evergreens provide landscape treatment to the corner of Heather Street and Granville Avenue.
- Decorative permeable paving is introduced along the driveway and front entry walkways.

In response to Panel queries, Mr. Blonski and Mr. Kavolinas advised that:

The current property owners intend to live in the proposed development and have expressed preference for grassed areas over other landscaping treatments.

The applicant will consider the suggestion to introduce larger caliper trees and replace some deciduous planting with conifers to provide more visual interest throughout the year.

Trees to be retained will be protected.

There will be cross-access to the property to the east through the subject property's drive aisle.

Staff noted that: (i) the applicant has undertaken efforts to ensure the retention of trees in the adjacent site such as introducing special grading along the edges of the subject site in proximity to the trees; (ii) the project will be designed to achieve an EnerGuide rating of 82; and (iii) one of the four townhouse units is designed as a convertible unit.

No correspondence was submitted to the Development Permit Panel regarding the application.

Discussion ensued regarding the proposed planting scheme in the proposed development and staff was directed to work with the applicant to review the planting scheme and consider introducing conifers and larger caliper trees.

The Panel commended the applicant for a well thought out project and provision for large outdoor amenity areas in a small project.

Subsequent to the meeting, the applicant revised the landscape design; increasing the caliper size of proposed deciduous trees and replacing a proposed row of deciduous trees with Serbian Spruce coniferous trees along the east property line.

The Panel recommends that the Permit be issued.

DP 15-700007 – LANDA ELMBRIDGE HOLDINGS LTD. – 7100 ELMBRIDGE WAY
(June 14, 2017)

The Panel considered a Development Permit application to permit the construction of a 15-storey, 26,128 m² (281,241 ft²), mixed commercial and residential use tower and podium building on a site zoned "Downtown Commercial (CDT1)". Variances are included in the proposal to use the reduced City Centre Zone 2 parking rate and to allow unenclosed balcony projections into the required front yard.

Architect, Arno Matis, of Arno Matis Architecture, Inc.; and Landscape Architect, Joseph Fry, of Hapa Collaborative Landscape Architects, provided a brief presentation and noted that:

- The terraced tower forms are inspired by Richmond topography and geography.
- The horizontal tower forms incorporate visual break vertical accents and are seamlessly integrated with the podium.
- 14 affordable housing units are proposed for the project.
- Outdoor plaza spaces are proposed along the street frontages; including a corner public plaza and outdoor café seating along the Gilbert Road frontage.

- Sedimentary rock layering and terracing are used to create zones on the podium level which provide outdoor spaces and amenities for residents.
- The dragon's walk, a stone-paved promenade, unifies the podium landscape and provides pedestrian circulation in the entire podium landscape.
- Grade transitions between the sidewalk and the building's ground floor were managed to incorporate outdoor plaza spaces and provide accessibility to building entries.
- Public Art is proposed at the corner of Elmbridge Way and Gilbert Road and a specimen tree will be planted at the corner to replace the tree that was removed due to road widening.

In response to Panel queries, Mr. Matis and Mr. Fry advised that:

- The balconies on building levels 3 to 16 will only project into the required front yard setback at the northwest corner of the building and not beyond the property line of the subject site.
- The BC Hydro and street lighting kiosk midway along the Gilbert Road frontage is approximately 1.5 m high at street elevation and will be screened with soft landscaping to mitigate its impact to adjacent patios.
- The proposed Public Art will be incorporated in an elevated small plaza with feature planter and specimen deciduous tree at the corner of Gilbert Road and Elmbridge Way.
- The Public Art process tentatively located at the corner plaza has yet to be finalized.
- The translucent yellow balcony guardrails provide verticality and visual interest.
- Rooftop decks can be accessed by a roof hatch.

In response to queries from the Panel, Mr. Matis acknowledged that:

- Vehicular entries are provided off Elmbridge Way and the City lane.
- A layby is provided along the City lane and a truck loading space within the building at the north end of the site.
- Garbage and recycling storage areas are proposed to be located within the building at the north and south ends of the development.
- Residential units are located at the City lane elevation on the third, fourth and fifth levels.
- The affordable housing units are proposed to be located throughout the development.

Staff advised that:

- The proposed parking variance is consistent with Council policy for the use of City Centre parking rates in lieu of the standard parking rates where developments provide affordable housing units.
- All of the 14 affordable housing units and 10% of market rental housing units will have Basic Universal Housing (BUH) features.
- The project will be connected to the Oval District Energy Utility.
- The applicant will provide a Public Art contribution of approximately \$212,000.
- The project provides comprehensive indoor amenity spaces.
- The building will be designed to meet the City's aircraft noise requirements.
- There will be Servicing Agreements for frontage improvements along Gilbert Road, Elmbridge Way, and the City lane, as well as upgrading of fronting utilities.

In response to Panel queries, staff noted that: (i) the height of railings on rooftop decks complies with the height restriction; (ii) the applicant supports the installation of hose bibs on rooftop decks for maintenance of plants; and (iii) the City could still review the landscaping in the plaza at the northwest corner of the site after the finalization of the Public Art piece to be installed in the plaza.

Correspondence was submitted by Anne Lerner to the Development Permit Panel regarding the application; expressing concern regarding the parking situation in the City, the proposed balcony encroachments and potential impacts on skyline and views. Ms. Lerner notes that she does not support the proposed parking variance.

In response to Panel queries, staff confirmed that: (i) the proposed variance related to balcony projections into the front yard setback is a result of road widening; and (ii) the proposed parking variance is consistent with Council policy to encourage developments to provide affordable housing units.

The Panel recommends that the Permit be issued.