



Finance Committee

**Anderson Room, City Hall
6911 No. 3 Road**

Monday, October 3, 2011

Immediately Following the Open General Purposes Committee meeting

Pg. # ITEM

MINUTES

- FIN-3** *Motion to adopt the minutes of the meeting of the Finance Committee held on Tuesday, September 6, 2011.*



BUSINESS AND FINANCIAL SERVICES DEPARTMENT

- FIN-5** 1. **2012 PERMISSIVE EXEMPTION BYLAW 8793**
(File Ref. No. 03-0925-02-01) (REDMS No. 3260855)

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See Page **FIN-5** of the Finance agenda for full hardcopy report

Designated Speaker: Ivy Wong

STAFF RECOMMENDATION

That the 2012 Permissive Exemption Bylaw 8793 be introduced and given first, second, and third readings.



Finance Committee Agenda – Monday, October 3, 2011

Pg. # ITEM

FIN-55 2. CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 8798 BUSINESS LICENCE BYLAW NO. 7360, AMENDMENT BYLAW NO. 8799

(File Ref. No.) (REDMS No. 3282872, 3280202, 3280163, 3279315)

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Designated Speaker: Ivy Wong

STAFF RECOMMENDATION

- (1) *That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 8798 which introduces a Business Licence Fee Schedule and increases all fees by 2% as detailed in the report from Director, Finance be introduced and given first, second and third readings; and*
- (2) *That Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799 that deletes the Business Licence Fee Schedule as described in the staff report dated September 12, 2011 from the Director, Finance be introduced and given first, second and third readings.*



FIN-91 3. 2ND QUARTER 2011 – FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION

(File Ref. No.) (REDMS No. 3365025)

TO VIEW eREPORT CLICK HERE

See Page **FIN-91** of the Finance agenda for full hardcopy report

Designated Speaker: Andrew Nazareth

STAFF RECOMMENDATION

That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2011 from the Controller of the Richmond Olympic Oval Corporation be received for information.



ADJOURNMENT





Finance Committee

Date: Tuesday, September 6, 2011

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Linda Barnes
Councillor Derek Dang
Councillor Greg Halsey-Brandt
Councillor Sue Halsey-Brandt
Councillor Bill McNulty
Councillor Harold Steves

Absent: Councillor Evelina Halsey-Brandt
Councillor Ken Johnston

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on Monday, June 6, 2011, be adopted as circulated.

CARRIED

BUSINESS AND FINANCIAL SERVICES DEPARTMENT

1. **FINANCIAL INFORMATION – 2ND QUARTER 2011** (File Ref. No. 03-0970-03-01) (REDMS No. 3296245)

A discussion ensued amongst members of Committee and various staff about the rationale for awarding specific contracts between April 1, 2011 and June 30, 2011. Staff noted that contracts are generally awarded when a need exists beyond a base level of service which the City is able to provide.

Finance Committee
Tuesday, September 6, 2011

It was moved and seconded

That the staff report on Financial Information for the 2nd Quarter ended June 30, 2011 be received for information.

CARRIED

**2. AMENDMENTS TO THE 5 YEAR FINANCIAL PLAN (2011-2015)
BYLAW NO. 8707**

(File Ref. No. 03-0900-01) (REDMS No. 3315836)

Jerry Chong, Director, Finance, noted that no tax impact would result from the amendments to the 5 Year Financial Plan (2011-2015), as the items were previously approved by Council.

It was moved and seconded

- (1) *That the 5 Year Financial Plan (2011 – 2015) be amended to reflect the previously approved Council changes as per the attached report;*
- (2) *That the 5 Year Financial Plan (2011 – 2015) be amended to reflect the administrative changes as per the attached report; and*
- (3) *That the 5 Year Financial Plan (2011 – 2015) Bylaw No. 8707, Amendment Bylaw 8809, which would incorporate and put into effect the changes to the 2011 Capital and Operating Budgets (as summarized in Attachment 1), be introduced and given first, second and third readings.*

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:36 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Tuesday, September 6, 2011.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



City of Richmond

Report to Committee

To: Finance Committee

Date: September 12, 2011

From: Jerry Chong
Director, Finance

File: 03-0925-02-01/2011-
Vol 01

Re: 2012 Permissive Exemption Bylaw 8793

Staff Recommendation

That the 2012 Permissive Exemption Bylaw 8793 be introduced and given first, second, and third readings.

Jerry Chong
Director, Finance
(604-276-4064)

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY		
CONCURRENCE OF GENERAL MANAGER		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY CAO	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Staff Report

Origin

Permissive exemptions are provided to various properties in accordance with sections 220 and 224 of the Community Charter and Council Policy 3561. The exemption bylaw must be adopted by October 31st each year to be effective for the following year.

Analysis

Visits were made to the various religious organizations on No 5 Road to ensure that farming activities are conducted on the backlands. Almost all organizations are currently meeting their farming requirement.

In the 2011 Permissive Exemption Bylaw report to Council, Thrangu Monastery at 8140 and 8160 No 5 Road was a new addition to the exemption bylaw. At that time, the property at 8140 No 5 Road had met the necessary farming requirements for a permissive exemption. The property at 8160 received a partial permissive exemption for only the storage shed and the land beneath the shed due to the fact that the backlands were not farmed and the Monastery's original farming plan was not adequate.

Representative for the Monastery provided staff with a new farm plan in late 2010, indicating that the backland for 8160 will be used for growing food, flowers and fruit to be used at the monastery for the residents, guests and program participants. Excess production will be donated to the Richmond Food Bank.

Staff met with the representative and visited the Monastery in late August 2011 to confirm farming activities. Only a small section of 8160 No 5 Road has had some farming activity and a few fruit trees have been planted. A number of greenhouses were built on the property but there was little activity within the greenhouses. The representative explained that the greenhouses were built for container gardening and other crops that required higher temperatures. Because they were not experienced farmers, they did not expect the temperatures inside the greenhouses to escalate rapidly and all their plants died within one weekend. It appeared that they have cleared the debris in the greenhouses in preparation for replanting. He also provided a new revised farm plan for the Monastery stating one half of the backland will be farmed by the Monastery. The remaining one half of their backland will be divided into smaller plots. A number of their member families with farming experience have agreed to each farm a small plot with the agreement that 1/3 of the resulting produce will be donated to the church for their consumption, 1/3 sold to church members or the general public in order to meet BC Assessment's \$2,500 farming revenue threshold, and 1/3 kept by the family for their own consumption. To date, this work has not commenced.

The Monastery has requested for additional permissive exemptions for the remaining taxable portion of 8160 No 5 Road that is used for overflow parking when the Monastery has larger events. Given that there is little farming on the lot and that they have not provided the necessary membership figures to determine whether the overflow parking is required, Staff recommends no change to their current exemption and that their 2012 application be reviewed for additional exemptions for 2013.

Further changes to the 2012 Permissive Exemption Bylaw are listed in Appendix I. The changes are:

- The property owned by the Richmond Gospel Society at 9160 Dixon Avenue was sold in August 2011. The new owners do not qualify for any exemptions but have inquired about the possibility of an exemption if they are able to lease the property back to Richmond Gospel Society. The new owners were reviewing various methods which would allow them an exemption. No further contact was made by the new owner by the deadline of this report. The property will be removed from Bylaw 8793.
- The property owned by the Developmental Disabilities Association at 7611 Langton Road meets Council Policy 3561 as a property owned by a NPO and is licensed under the Community Care Facility Act. This property is added to Bylaw 8793.
- The property at 12071 No 5 Road is owned by the City of Richmond and is occupied by Richmond Animal Protection Society ("RAPS"). The property qualifies for exemption under Council Policy 3561 and should be added to Bylaw 8793.

Due to the number of properties receiving permissive exemptions, Staff can only randomly visit a select number of properties annually to ensure compliance. Staff currently relies on the accuracy of the questionnaires that each organization submits annually to determine their eligibility for exemptions in the coming year. To ensure compliance, Staff will conduct site visits to all properties in early 2012 to ensure that each organization continues to meet the requirements of sections 220 and 224 of the Community Charter and Council Policy 3561.

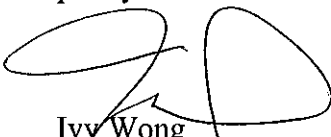
Financial Impact

Property tax exemptions impact City finances by reducing the total assessed value of properties subject to taxation. This results in the City recovering the shortfall through tax increases to general taxpayers.

Church properties represent the largest number of permissively exempted properties and accounts for approximately \$370,076 in direct municipal taxes waived in 2011. Non-City owned properties exempted account for approximately \$597,520 in waived taxes and City owned or leased properties account for approximately \$2,438,580.

Conclusion

Bylaw 8793 will provide tax exemptions in accordance with Provincial legislation and Council policy.



Ivy Wong
Manager, Revenue
(604-276-4046)

IW:gjn

Appendix I

Roll Number	Organization	Address	Additions
094-391-000	Developmental Disabilities Association	7611 Langton Road	Add to Schedule H
051-557-060	Richmond Animal Protection Society	12071 No 5 Road	Add to Schedule K
Roll Number	Organization	Address	Deletions
067-497-000	Richmond Gospel Society	9160 Dixon Avenue	Remove from Schedules B and D



Permissive Exemption Bylaw No. 8793

The Council of the City of Richmond enacts as follows:

PART ONE: CHURCH PROPERTIES PERMISSIVE EXEMPTION

- 1.1** Pursuant to Section 220(1)(h) of the Community Charter, the church halls shown on Schedule A are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2012 year.
- 1.2** Pursuant to Section 220(1)(h) of the Community Charter, the whole of the parcels of land surrounding exempted buildings set apart for public worship, or surrounding church halls considered necessary thereto, and the improvements on such lands, shown on Schedule B are hereby exempt from taxation for the 2012 year.
- 1.3** Pursuant to Section 220(1)(h) of the Community Charter, the portions of the parcels of land surrounding exempted buildings set apart for public worship or surrounding church halls considered necessary thereto, and the improvements on such lands, shown on Schedule C are hereby exempt from taxation for the 2012 year.
- 1.4** Pursuant to Section 224(2)(c) of the Community Charter, the portions of land and improvements set apart for public worship, church halls necessary thereto, and lands surrounding, shown on Schedule D are hereby exempt and taxable as set out in Schedule D, for the 2012 year.
- 1.5** Notwithstanding the provisions of this Part, exemption from property taxation is only granted to a parcel of land on which a building is situated which is exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the Community Charter.

PART TWO: SCHOOL AND RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 2.1** Pursuant to Section 220(1)(l) of the Community Charter, the whole or portions of the parcels of land being lands surrounding buildings set apart and in use as an institution of learning, and wholly in use for the purpose of furnishing the instruction accepted as equivalent to that funded in a public school, shown on Schedule E are hereby exempt from taxation for the 2012 year.
- 2.2** Notwithstanding the provisions of this Part, no additional exemption from taxation pursuant to Section 220(1)(l) will be granted to any parcel of land on which a building is located, which is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(l) of the Community Charter.
- 2.3** Pursuant to Section 224(2)(g) of the Community Charter, the portions of land and improvements shown on Schedule F are hereby exempt from taxation for the 2012 year.

PART THREE: CHARITABLE AND RECREATIONAL PROPERTIES PERMISSIVE EXEMPTION

- 3.1** Pursuant to Section 220(1)(i) and Section 224(2)(a) of the Community Charter, the portions of the parcels of land shown on Schedule G are hereby exempt from taxation for the 2012 year.
- 3.2** Notwithstanding the provisions of this Part, no additional exemption from taxation pursuant to Section 220(1)(i) will be granted to any parcel of land on which a building is located, which is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(i) of the Community Charter.
- 3.3** Pursuant to Section 224(2)(j) and Section 224(2)(a) of the Community Charter, the portions of land and improvements shown on Schedule H are hereby exempt from taxation for the 2012 year.
- 3.4** Pursuant to Section 224(2)(k) and Section 224(2)(a) of the Community Charter, the portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2012 year.
- 3.5** Pursuant to Section 224(2)(a) of the Community Charter, the portions of land and improvements shown on Schedule J are hereby exempt from taxation for the 2012 year.
- 3.6** Pursuant to Section 224(2)(i) of the Community Charter, the portions of land and improvements shown on Schedule K are hereby exempt from taxation for the 2012 year.

PART FOUR: MISCELLANEOUS PROVISIONS

- 4.1** Schedules A through K inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Property Tax Exemption Bylaw No. 8629 is hereby repealed in its entirety.
- 4.3** This bylaw is cited as "**Permissive Exemption Bylaw 8793**".

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE A to BYLAW 8793

NAME OF EXEMPTED HALL	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
ANGLICAN CHURCH HALL (081-318-001) 10111 Bird Road	PID 018-436-994 Parcel 1 Block B of Section 26 Block 5 North Range 6 West New Westminster District Reference Plan LMP12276	Parish of St. Edwards, Bridgeport 10111 Bird Road, Richmond, B. C. V6X 1N4
BRIGHOUSE UNITED CHURCH HALL (064-046-009) 8151 Bennett Road	PID 006 199 631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	Brighthouse United Church 8151 Bennett Road Richmond, B. C. V6Y 1N4
THE CHURCH OF WORLD MESSIANITY, VANCOUVER (084-786-000) 10380 Odlin Road	PID 003-485 757 East Half of Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West, New Westminster District Plan 5164	The Church of World Messianity, Vancouver 10380 Odlin Road Richmond, B. C. V6X 1E2
CONFERENCE OF THE UNITED MENNONITE CHURCHES OF B. C. c/o Peace Mennonite Church (080-792-000) Drawing Attached 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	Conference of the United Mennonite Churches of B. C. c/o Peace Mennonite Church 11571 Daniels Road Richmond, B. C. V6X 1M7
RICHMOND FAITH FELLOWSHIP (085-780-002) 11960 Montego Street	PID 010 267 930 Lot A Except: Parcel E (Bylaw Plan LMP22889) Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Richmond Faith Fellowship Northwest Canada Conference 11960 Montego Street Richmond, B. C. V6X 1H4
FRASERVIEW MENNONITE BRETHERN (080-623-027) Drawing Attached 11295 Mellis Drive	PID 000-471-780 Lot 176 of Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	Fraserview Mennonite Brethren 11295 Mellis Drive Richmond, B. C. V5X 1L8

SCHEDULE A to BYLAW 8793

NAME OF EXEMPTED HALL	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
FUJIAN EVANGELICAL CHURCH (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B. C. V6W 1B3
INDIA CULTURAL CENTRE OF CANADA (024-908-040) 8600 No 5 Road	PID 004-328-850 Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	India Cultural Centre of Canada 8600 No 5 Road Richmond BC V6Y 2V4
LING YEN MOUNTAIN TEMPLE CANADA (030-901-000) 10060 No. 5 Road	PID 025-566-806 Lot A Section 31 Block 4 North Range 5 West New Westminster District Plan BCP 3255	Ling Yen Mountain Temple Canada 10060 No. 5 Road Richmond, B. C. V7A 4C5
LUTHERAN CHURCH HALL (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond 6340 No. 4 Road Richmond, B. C. V6Y 2S9
PARISH OF ST. ALBAN'S (RICHMOND) CHURCH HALL (064-132-000) 7260 St. Alban's Road	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	Parish of St. Alban's (Richmond) 7260 St. Albans Road Richmond, B. C. V6Y 2K3
THE PUBLIC SCHOOL OF VANCOUVER ARCHDIOCESE (067-043-063) 8251 St. Albans Road	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753; Secondly: Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Roman Catholic Archbishop of Vancouver and Catholic Public Schools St. Paul's Roman Catholic Parish 8251 St. Alban's Street Richmond, B. C. V6Y 2L2

SCHEDULE A to BYLAW 8793

NAME OF EXEMPTED HALL	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
RICHMOND PENTECOSTAL TABERNACLE HALL (060-300-000) 9300 Westminster Highway	PID 024-957-828 Parcel C Section 10 Block 4 North Range 6 West New Westminster District Plan 48990	Richmond Pentecostal Church Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B. C. V6X 1B1
SOUTH ARM UNITED CHURCH HALL (plus Annex - Pioneer Church) (047-431-056) 11051 No. 3 Road	PID 015-438-562 Parcel E (Explanatory Plan 21821) of Lots 1 and 2 of Parcel A Section 5 Block 3 North Range 6 West New Westminster District, Plan 4120 Except: Firstly; Part Subdivided by Plan 29159 AND Secondly: Parcel "D" (Bylaw Plan 79687)	South Arm United Church 11051 No. 3 Road Richmond, B. C. V6X 1X3
TRINITY LUTHERAN CHURCH HALL (064-438-000) 7100 Granville Avenue	PID 025-555-669 Parcel A Section 17 Block 4 North Range 6 West New Westminster District Plan BCP 3056	Trinity Lutheran Church Hall 7100 Granville Avenue Richmond, B. C. V6Y 1N8
UNITED CHURCH HALL (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 of Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Trustees Richmond Congregation United Church of Canada 8711 Cambie Road Richmond, B. C. V6X 1K2
VANCOUVER RICHMOND CITADEL AND ANNEX (066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot L (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	Gov. Council Salvation Army Canada West 8280 Gilbert Road Richmond, B. C. V7C 3W7
VEDIC CULTURAL SOCIETY OF BC (025-212-021) 8200 No 5 Road	PID 011-053-551 South Half Lot 3 Block A Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Vedic Cultural Society of BC 8200 No 5 Road Richmond BC V6Y 2V4

SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(098-394-005) 8700 Railway Avenue	PID 011-070-749 Parcel "One" (Explanatory Plan 24522) of Lots "A" and "B" Plan 4347 and Lot 26 of Plan 21100 Section 24 Block 4 North Range 7 West New Westminster District	Assumption of the Blessed Virgin Mary Ukrainian Catholic Church c/o 5180 Cantrell Road Richmond, B. C. V7C 3G8
(067-375-002) 8991 Francis Road	PID 009-294-902 Lot 135 Except: Parcel B (Bylaw Plan 87226) Section 21 Block 4 North Range 6 West New Westminster District Plan 23737	Bakerview Gospel Chapel 10260 Algonquin Drive Richmond, B. C. V7A 3A4
FIN (066-062-000) 6640 Blundell Road	PID 003-732-193 Parcel "A" Section 19 Block 4 North Range 6 West New Westminster District Reference Plan 71422	Baptist Church 6640 Blundell Road Richmond, B. C. V7C 1H8
(099-358-099) 9711 Geal Road	PID 003-644-391 Lot 1 Except: Firstly: Part Subdivided by Plan 44537 Secondly: Part Subdivided by Plan LMP47252 Section 26 Block 4 North Range 7 West New Westminster District Plan 17824	Beth Tikvah Congregation and Centre Association 9711 Geal Road Richmond, B. C. V7E 1R4
(102-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	Emmanuel Christian Community Society 10351 No. 1 Road Richmond, B. C. V7E 1S1
(064-046-009) 8151 Bennett Road	PID 006-199-631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	Brighthouse United Church Hall 8151 Bennett Road Richmond, B. C. V6Y 1N4

SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(082-148-009) 3360 Sexsmith Road	PID 003-469-247 Lot 23 Except: Firstly: the East 414.3 Feet Secondly: the South 66 Feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	Christian and Missionary Alliance 9140 Granville Avenue Richmond, B. C. V6X 2H8
(072-496-000) 9280 No. 2 Road	PID 018-262-767 Lot 2 of Section 30 Block 4 North Range 6 West New Westminster District Plan LMP9785	Christian Reformed Church of Richmond 9280 No. 2 Road Richmond, B. C. V7E 2C8
(076-082-008) 10011 No. 5 Road EN-15	PID 007-178-204 Lot 297 Except Parcel B (Bylaw Plan 79916) Section 36 Block 4 North Range 6 West New Westminster District Plan 35779	Church of God 10011 No. 5 Road Richmond, B. C. V7A 4E4
(084-786-000) 10380 Odlin Road	PID 003-485-757 East Half Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West New Westminster District Plan 5164	Johrei Fellowship 10380 Odlin Road Richmond, B. C. V6X 1E2
(080-792-000) 11571 Daniels Road	PID 004-152-832 Lot 323 Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	Conference of Mennonite Churches of B. C. (Peace Mennonite) 11571 Daniels Road Richmond, B. C. V6X 1M7
(071-191-006) 8140 Saunders Road	PID 007-397-216 Lot 123 Section 28 Block 4 North Range 6 West New Westminster District Plan 44397	The Convention of Baptist Churches of B. C. 8140 Saunders Road Richmond, B. C. V7A 2A5

SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(085-780-002) 11960 Montego Street	PID 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889), Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Faith Evangelical Church Northwest Canada Conference 11960 Montego Street Richmond, B. C. V6X 1H4
(025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B. C. V6W 1B3
(097-837-001) 8060 No. 1 Road	PID 024-570-541 Strata Lot 1 Section 23 Block 4 North Range 7 West New Westminster District Strata Plan LMS3968	Gilmore Park United Church 8060 No. 1 Road Richmond, B. C. V7C 1T9
(066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	Gov. Council Salvation Army Canada West 8280 Gilbert Road Richmond, B. C. V7C 3W7
(084-144-013) 8866 Odlin Crescent	PID 025-418-645 Lot 30 Section 33 Block 5 North Range 6 West new Westminster District Plan LMP54149	I Kuan Tao (Fayi Chungder) Association #2100, 1075 West Georgia Street Vancouver BC V6E 3G2
(062-719-724) 7600 No. 4 Road	PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292	Immanuel Christian Reformed Church 7600 No. 4 Road Richmond, B. C. V6Y 2T5

SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(046-195-006) 9120 Steveston Highway The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 001-579-321 Lot 2 Except Firstly: Parcel R (Bylaw Plan 79687), Secondly: Part Dedicated Road on Plan LMP5102, Section 3 Block 3 North Range 6 West New Westminster District Plan 19876	International Buddhist Society 9120 Steveston Highway Richmond, B. C. V7A 1M5
(046-197-237) 9160 Steveston Highway The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 025-117-378 Parcel A, Section 3 Block 3 North Range 6 West New Westminster District Plan 50992	International Buddhist Society 9160 Steveston Highway Richmond, B. C. V7A 1M5
(061-569-073) 1014 Westminister Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	Lansdowne Congregation Jehovah's Witnesses c/o Doug Ginter 43-8120 General Currie Road Richmond, B. C. V6Y 3V8
(025-166-010) 8020 No. 5 Road	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	Meeting Room Attn: Walter Coleman 205 – 7080 St. Albans Road Richmond, B. C. V6Y 4E6
(063-418-009) 9140 Granville Avenue	PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631	North Richmond Alliance Church 9140 Granville Avenue Richmond, B. C. V6Y 1P8
(061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond 6340 No. 4 Road Richmond, B. C. V6Y 2S9

SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(064-132-000) 7260 St. Alban's Road	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	The Parish of St. Alban's (Richmond) 7260 St. Alban's Road Richmond, B. C. V6Y 2K3
(097-615-002) 4071 Francis Road	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472 .	The Parish of St. Anne's - Steveston, B. C. 4071 Francis Road Richmond, B. C. V7C 1J8
(081-318-001) 10111 Bird Road FIN - 18	PID 018-436-994 Parcel 1 Block B Section 26 Block 5 North Range 6 West New Westminster District Reference Plan LMP12276	Parish of St. Edward, Bridgeport 10131 Bird Road Richmond, B. C. V6X 1N4
(025-162-005) 8040 No 5 Road	PID 004-332-695 South 100 feet West Half Lot 1 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Richmond Chinese Evangelical Free Church 8040 No. 5 Road Richmond B. C. V6Y 2V4
(102-369-073) 10100 No. 1 Road	PID 003-898-474 Lot 68 Section 35 Block 4 North Range 7 West New Westminster District Plan 31799	Richmond Chinese Alliance Church c/o Christian and Missionary Alliance 107 - 7585 132 nd Street Surrey, B. C. V2W 1K5
(082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	Richmond Sea Island United Church Trustees Richmond Congregation United Church of Canada 8711 Cambie Road Richmond, B. C. V6X 1K2

SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(102-520-003) 4260 Williams Road	PID 006-274-382 Parcel "A" (Reference Plan 17189) Lot 1 of Section 35 Block 4 North Range 7 West New Westminster District Plan 10994	The Steveston Congregation of Jehovah's Witnesses Richard Barton 3831 Barmond Avenue Richmond, B. C. V7E 1A5
(025-161-000) 8840 No. 5 Road	PID 000-594-261 Parcel B (Explanatory Plan 10524) Lot 3 Section 19 Block 4 North Range 5 West New Westminster District Plan 5239	Subramaniya Swamy Temple of British Columbia 8840 No. 5 Road Richmond, B. C. V6Y 2V4
(098-373-006) 5651 Francis Road ANN - 19	PID 008-825-025 Lot 45 Except: Parcel A (Statutory Right of Way Plan LMP11165) Section 24 Block 4 North Range 7 West New Westminster District Plan 25900	Trustees of the West Richmond Gospel Hall 5651 Francis Road Richmond, B. C. V7C 1K2
(081-608-000) 9291 Walford	PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534	Holy Spirit Association For The Unification Of World Christianity 9291 Walford Street Richmond, B. C. V6X 1P3
(094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	Trustees of Richmond Congregation of Presbyterian Church 7111 No. 2 Road Richmond, B. C. V7C 3L7
(087-640-000) 3720 Broadway Street	PID 010-910-336 Parcel A Section 3 Block 3 North Range 7 West New Westminster District Reference Plan 77684	Trustees of Steveston Congregation of United Church of Canada 3720 Broadway Street Richmond, B. C. V7E 4Y8

SCHEDULE B to BYLAW 8793

CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
(082-265-059) 6680 – 8181 Cambie Road	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 8181 Cambie Road, Suite 6680 Richmond, B.C. V6X 1J8
(082-265-060) 6690 – 8181 Cambie Road	PID 018-553-605 Strata Lot 60 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 8181 Cambie Road, Suite 6680 Richmond, B.C. V6X 1J8
(094-145-000) 5771 Granville Avenue FIN	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	Canadian Martyrs Parish 5771 Granville Avenue Richmond, B. C. V7C 1E8
(080-869-001) 10160 No. 5 Road	PID 017 945 054 Lot A (BF302986) Section 31 Block 4 North Range 5 West New Westminster District Plan 35312	Richmond (Bethel) Mennonite Church B.C. Conference of the Mennonite Brethren Churches 10200 No. 5 Road, Richmond, BC V7A 4E5
(066-281-000) 7431 Francis Road	PID 004-081-897 Lot 55 Section 20 Block 4N Range 6W New Westminster District Plan 26105 Except Plan 44033	Young Israel of Richmond Ms. Hilary Bloom 9911 Herbert Road Richmond B.C. V7A 1T6

SCHEDULE C to BYLAW 8793**EXEMPTED AREAS BY CALCULATION****1. BETHANY BAPTIST CHURCH – 22680 Westminster Highway (Site Area 5.295 acres)**

Mailing Address: 22680 Westminster Highway, Richmond, B. C. V6V 1B7

PID 018-604-897

That portion of Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648 described as:

COMMENCING at the South-West corner of Lot 1

thence 77.55 metres (254.429 feet) EAST

thence 116.05 metres (380.74 feet) NORTH

thence 77.55 metres (254.429 feet) WEST

thence 116.05 metres (380.74 feet) SOUTH to the point of commencement (000-821-001)

2. BC MUSLIM ASSOCIATION - 12300 Blundell Road (Site Area 4.78 Acres)

Mailing Address: BC Muslim Association, 12300 Blundell Road, Richmond BC, V6W 1B3

PID 011 053 569

That portion of Lot 5 Except: Part Subdivided by Plan 33568; Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090, described as:

COMMENCING at the North-East corner of Lot 5 and

thence 140.51 meters (461.00 feet) SOUTH

thence 66.30 meters (217.51 feet) WEST

thence 104.85 meters (344.00 feet) NORTH

thence 25.60 meters (84.00 feet) EAST

thence 36.58 meters (120.00 feet) NORTH

thence 40.69 meters (133.51 feet) EAST to the point of commencement (025-243-080)

SCHEDULE C to BYLAW 8793**EXEMPTED AREAS BY CALCULATION****3. CANADIAN MARTYRS PARISH – 5771 Granville Avenue, Richmond, B. C. V7C 1E8**

Mailing Address: 5771 Granville Avenue, Richmond, B. C. V7C 1E8

PID 003-894-266

Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494

COMMENCING at the South West corner of Lot 610

thence 61.51 meters (201.80 feet) EAST

thence 16.76 meters (55 feet) NORTH EAST

thence 25.90 meters (84.97 feet) NORTH WEST

thence 46.06 meters (151.12 feet) NORTH

thence 21.45 meters (70.37 feet) NORTH WEST

thence 33.53 meters (110 feet) NORTH

thence 7.62 meters (25 feet) WEST

thence 51.82 meters (170 feet) NORTH

thence 18.12 meters (59.45 feet) WEST

thence 34 meters (111.55 feet) SOUTH

thence 20 meters (65.62 feet) WEST

thence 152.69 meters (500.95 feet) SOUTH to the commencing point. (094-145-000)

4. DHARMA DRUM MOUNTAIN BUDDHIST ASSOCIATION – 8240 No. 5 Road

Mailing Address: 8240 No. 5 Road, Richmond BC V6Y 2V4

PID 003-740-315

Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080, described by

COMMENCING at the North West corner of the property and

thence 36.74 meters SOUTH

thence 99.9 meters EAST

36.74 meters NORTH

99.9 meters WEST to the point of commencement. (025-222-030)

SCHEDULE C to BYLAW 8793**EXEMPTED AREAS BY CALCULATION****5. CHURCH OF LATTER DAY SAINTS - 8440 Williams Road (Site Area 2.202 acres)**

Mailing Address: Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-day Saints c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street, Salt Lake City, Utah, 84150-2201

PID 009 210 890

That portion of Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922 described as:

COMMENCING at the North-West corner of Lot 2

thence 106.68 (350.00 feet) EAST

thence 90.95 (298.40 feet) SOUTH

thence 16.27 (53.39 feet) WEST

thence 17.80 (58.40 feet) NORTH

thence 90.44 (296.61 feet) WEST

thence 73.15 (240.00 feet) NORTH to the point of commencement (074-575-000)

6. FRASERVIEW MENNONITE BRETHREN - 11295 Mellis Drive (Site Area 2.79 Acres)

Mailing Address: Fraserview Mennonite Brethren, 11295 Mellis Drive, Richmond, BC V5X 4K2

PID 000 471 780

That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633 described as:

COMMENCING at the North-East corner of Lot 176 and;

thence 89.93 meters (295.03 feet) WEST

thence 90.23 meters (295.29 feet) SOUTH

thence 89.93 meters (295.03 feet) EAST

thence 90.23 meters (295.29 feet) NORTH to the point of commencement (080-623-027)

SCHEDULE C to BYLAW 8793**EXEMPTED AREAS BY CALCULATION****7. LING YEN MOUNTAIN TEMPLE – 10060 No. 5 Road – (Site Area 4.916 Acres)**

Mailing Address: Ling Yen Mountain Temple Canada, 10060 No. 5 Road, Richmond, B. C. V7A 4C5

PID 025-566-806

That portion of Lot 42 Except: Part Dedicated Road on Plan LMP22689, Section 31 Block 4 North Range 5 West New Westminster District Plan 25987, described as:

Commencing at the South-West Corner of Lot 42 and,

thence 98.47 meters (323.07 feet) EAST

thence 60.03 meters (196.943 feet) NORTH

thence 98.21 meters (322.20 feet) WEST

thence 5.79 meters (19.02 feet) SOUTH-WEST

thence 56.10 meters (184.06 feet) SOUTH to the point of commencement (030-901-000)

8. NANAKSAR-GURDWARA-GURSIKH TEMPLE - 18691 Westminster Highway (Site Area 14.88 Acres)

Mailing Address: Nanaksar-Gurdwara-Gursikh Temple, 18691 Westminster Highway, Richmond, BC V6V 1B1

PID 023 751 878

That portion of Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029 described as:

COMMENCING at the North-East corner of Parcel "One" and

thence 66.621 meters (218.57 feet) SOUTH

thence 151.015 meters (495.46 feet) WEST

thence 66.621 meters (218.57 feet) NORTH

thence 151.015 meters (495.46 feet) EAST to the point of commencement (002-822-001)

9. THE NEW WINESKINS SOCIETY- 10311 Albion Road (Site Area 2.148 acres)

Mailing Address: Towers Baptist Church, 10311 Albion Road, Richmond, BC V7A 3E5

PID 000 565 318

That portion of Parcel "A", Except Part of Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468 described as:

COMMENCING at the North-West corner of Albion Road, Aquila Road intersection;

thence 80.96 meters (265.61) feet WEST

thence 99.97 meters (327.99) feet NORTH

thence 80.96 meters (265.61) feet EAST

thence 99.97 meters (327.99) feet SOUTH to the point of commencement (070-101-000)

SCHEDULE C to BYLAW 8793

EXEMPTED AREAS BY CALCULATION

10. PEACE EVANGELICAL CHURCH – 8280 No. 5 Road

Mailing Address: 8280 No. 5 Road, Richmond B.C. V6Y 2V4

PID004-099-303

Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan, described by:

COMMENCING at South West corner of property and

thence 110 meters EAST

thence 39.8 meters NORTH

thence 80 meters WEST

thence 18 meters SOUTH

thence 30 meters WEST

thence 21.84 meters SOUTH to the point of commencement. (025-231-041)

11. RICHMOND ALLIANCE CHURCH - 11371 No. 3 Road (Site Area 2.5 acres)

Mailing Address: Christian & Missionary Alliance, Canadian Pacific District, 11371 No. 3 Road,
Richmond, BC V7A 1X3

PID 004 113 331

South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 described as:

COMMENCING at a point 352.04 meters (1,155 feet) south of the South-West corner of No. 3 Road and Steveston Highway intersection;

thence 160.93 meters (528.00 feet) WEST

thence 50.29 meters (165.00 feet) SOUTH

thence 160.93 meters (528.00 feet) EAST

thence 50.29 meters (165.00 feet) NORTH to the point of commencement (047-535-044) .

SCHEDULE C to BYLAW 8793

EXEMPTED AREAS BY CALCULATION

12. RICHMOND PENTECOSTAL CHURCH - 9300 Westminster Highway

Mailing Address: Pentecostal Assemblies of Canada
9300 Westminster Highway, Richmond, BC V6X 1B1

PID 024-957-828

That portion of Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615 described as:

COMMENCING at North-East corner of Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615 and

thence 72.41 meters (237.58) feet EAST

thence 72.66 meters (238.38) feet SOUTH

thence 26.15 meters (85.81) feet WEST

thence 34.08 meters (111.81) feet SOUTH

thence 78.45 meters (257.37) feet WEST

thence 39.01 meters (127.98) feet NORTH

thence 32.18 meters (105.58) feet EAST

thence 67.73 meters (222.21) feet NORTH to the point of commencement (060-300-000)

13 ST. JOSEPH THE WORKER R.C. CHURCH - 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres

Mailing Address: Roman Catholic Archbishop, St. Joseph's Parish, 4451 Williams Road, Richmond, BC V7E 1J7

PID 010 887 725

That portion of Parcel "C" (Explanatory Plan 8670) of Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139 described as:

COMMENCING 62.484 meters (205.0 feet) South of the North-East corner of Parcel "C" Plan 8670 of Lots 3 and 4 of South Half of Section 26 Block 4 North Range 7 West, Save and Except Plan 30525, New Westminster District, Plan 3139 and

thence 97.566 meters (320.1 feet) SOUTH

thence 93.635 meters (307.2 feet) WEST

thence 68.566 meters (224.954 feet) NORTH

thence 16 meters (52.493 feet) WEST

thence 29 meters (95.144 feet) NORTH

thence 109.635 meters (359.694 feet) EAST to the point of commencement (099-300-034)

SCHEDULE C to BYLAW 8793**EXEMPTED AREAS BY CALCULATION****14. ST. PAUL'S R.C. PARISH CHURCH - 8251 St. Alban's Road (Site Area 4.77 acres)**

Mailing Address: RC Archbishop of Vancouver and Catholic Public Schools, St. Paul's Roman Catholic Parish, 8251 St. Alban's Road, Richmond, B. C., V6Y 2L2

PID 010 900 691

That portion of Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly; Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238, described as:

COMMENCING at a point 98.12 meters (321.9 feet) South of the South-West corner of St. Alban's Road, Lucerne Road intersection;
 thence 98.45 meters (323.00 feet) WEST
 thence 102.72 meters (337.00 feet) SOUTH
 thence 98.45 meters (323.00 feet) EAST
 thence 102.72 meters (337.00 feet) NORTH to the point of commencement (067-043-063)

15. ST. MONICA'S - ROMAN CATHOLIC ARCHBISHOP OF VANCOUVER - 12011 Woodhead Road (Site Area 1.60 acres)

Mailing Address: Roman Catholic Arch. of Vancouver (St. Monica's) 12011 Woodhead Road, Richmond, B. C. V6V 1G2

PID 024-840-319

That portion of Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203 described as:

COMMENCING at the North-West corner:
 thence 120.85 meters (395.2 feet) EAST
 thence 40.36 meters (131.99 feet) SOUTH
 thence 118.34 meters (387 feet) WEST
 thence 3.54 meters (11.58 feet) NORTH WEST
 thence 37.85 meters (123.79 feet) NORTH to the point of commencement (040-800-004)

** Note: The land under the manse is exempt; the manse itself is not exempt.

SCHEDULE C to BYLAW 8793**EXEMPTED AREAS BY CALCULATION****16. THE SHIA MUSLIM COMMUNITY OF BRITISH COLUMBIA – 8580 No. 5 Road, Richmond, B. C. V6Y 2V4 (Site Area 9.8 acres)**

Mailing Address: The Shia Muslim Community of British Columbia, 8580 No. 5 Road, Richmond, B. C. V6Y 2V4

PID 004-884-850

That portion of Lot 20 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242 described as:

Commencing at the South-West corner of Lot 20 and:

thence 60.30 meters (197.19 feet) NORTH

thence 51 meters (166.77 feet) EAST

thence 70.10 meters (222.23 feet) NORTH

thence 93.48 meters (305.67 feet) SOUTH

thence 129.60 meters (423.75 feet) SOUTH

thence 144.58 meters (472.52 feet) WEST to the point of commencement (024-941-069)

FIN 28 **SOUTH ARM UNITED CHURCH - 11051 No. 3 Road (Site Area 6.42 acres)**
Mailing Address: United Church of Canada, South Arm Cong. (Trustees), 11051 No. 3 Road, Richmond, BC V7A 1X3

PID 015 438 562

That portion of Parcel "E" (Explanatory Plan 21821) of Lots 1 and 2 of Parcel "A" Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 EXCEPT: FIRSTLY: Part Subdivided by Plan 29159 AND SECONDLY: Parcel "D" (Bylaw Plan 79687) described as:

COMMENCING at the South-West corner of No. 3 Road and Steveston Highway intersection;

thence 85.85 meters (281.67 feet) WEST

thence 94.27 meters (309.29 feet) SOUTH

thence 85.85 meters (281.67 feet) EAST

thence 94.27 meters (309.29) feet NORTH to the point of commencement (047-431-056)

SCHEDULE C to BYLAW 8793**EXEMPTED AREAS BY CALCULATION****18. STEVESTON BUDDHIST TEMPLE - 4360 Garry Street (Site Area 4.53 acres)**

Mailing Address: Steveston Buddhist Church, 4360 Garry Street, Richmond, BC V7E 2V2

PID 001 235 265

That portion of Lot 132 Except: Firstly: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471, Section 2 Block 3 North Range 7 West New Westminster District Plan 40449 described as:

COMMENCING 41.45 (136 feet) east of the South-East corner of Garry Street, Fentiman Place intersection and;
 thence 83.33 meters (273.38) feet SOUTH
 thence 97.13 meters (318.68) feet EAST
 thence 83.33 meters (273.38) feet NORTH
 thence 97.13 meters (318.68) feet WEST to the point of commencement (087-401-000)

19. THRANGU MANASTERY ASSOCIATION – 8140 No. 5 Road

Mailing Address: 8140 No. 5 Road, Richmond, BC V6Y 2V4

PID 027-242-838

Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842

COMMENCING at the North West corner of property
 thence 101.5 meters (333) feet EAST
 thence 115 meters (377.38) feet SOUTH
 thence 102.1 meters (335) feet WEST
 thence 115 meters (377.38) feet NORTH to the commencement (025-193-000)

20. TRUSTEES FOR THE CONGREGATION OF GILMORE PARK UNITED CHURCH – 8060 No. 1 Road (Site Area 2.14 acres - including 8060 No. 1 Road)

Mailing Address: 8060 No. 1 Road, Richmond, B. C. V7C 1T9

PID 024-570-541

That portion of Strata Lot 1 Section 23 Block 4 North Range 7 West NWD Strata Plan LMS3968

COMMENCING at the South East corner of property and
 thence 31 meters (101.70) feet NORTH
 thence 100.58 meters (329.99) feet WEST
 thence 31 meters (101.70) feet SOUTH
 thence 100.5 meters (329.72) feet EAST to the point of commencement (097-837-001)

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(065-972-089) Church Manse and Parking 006-457-118 Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	Baptist Church 6640 Blundell Road Richmond, B. C. V7C 1H8	57%	43%	0%	100%
(082-148-009) Church Manse PID 003-469-247 030 Lot 23 Except: Firstly: the East 414.3 feet Secondly: the South 66 feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	Christian and Missionary Alliance 9140 Granville Avenue Richmond, B. C. V6Y 1P6	See Schedule B Page 7	See Schedule B Page 7	85%	15%

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(024-279-000) Church Parking 002-555-310 South Half of South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except: Firstly: Part Dedicated Road Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	Cornerstone Evangelical Baptist Church 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10%	90%	0%	0%
(085-780-002) Church Manse 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889) Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Faith Evangelical 11960 Montego Street Richmond, B. C. V6X 1H4	See Schedule B Page 8	See Schedule B Page 8	0%	100%

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(024-908-040) Church Manse & Parking PID 004-328-850 Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	India Cultural Centre of Canada 8600 No 5 Road Richmond B. C. V6Y 2V4	30%	70%	0%	100%
(070-101-000) Church Manse PID 000 565 318 Parcel "A" Except Part on Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468	The New Wineskins Society Towers Baptist Church 10311 Albion road Richmond, BC V7A 3E5	See Schedule C Page 15	See Schedule C Page 15	25%	75%
(040-800-003) - Church Hall PID 024-840-319 Parcel A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	Roman Catholic Arch. of Vancouver (St. Monica's) 12011 Woodhead Road Richmond, B. C. V6V 1G2	See Schedule C Page 18	See Schedule C Page 18	0%	100%

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(099-300-034) - Church Rectory PID 010 887 725 Parcel "C" (Explanatory Plan 8670) Lots 3 & 4 EXCEPT: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139	Roman Catholic Archbishop St. Joseph's Parish 4451 Williams Road Richmond, BC V7E 1J7	See Schedule C Page 17	See Schedule C Page 17	60%	40%
(066-497-000) Church Manse PID 001-234-684 Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	Gov. Council Salvation Army Canada West 8280 Gilbert Road Richmond, BC V7C 3W7	See Schedule B Page 8	See Schedule B Page 8	45%	55%

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(087-401-000) Church Manse PID 001-235-265 Lot 132 Except: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471 Section 2 Block 3 North Range 7 West New Westminster District Plan 40449	Steveston Buddhist Temple 4350 Garry Street Richmond, B. C. V7E 2V2	See Schedule C Page 19	See Schedule C Page 19	0%	100%
(018-330-000) PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	St. Gregory Armenian Apostolic Church of BC Armenian Apostolic Church of British Columbia 13780 Westminster Highway Richmond, B. C. V6V 1A2	95%	5 %	100%	0%
(025-193-000) Church Manse PID 027-242-838	Thrangu Monastery Association 8140 No. 5 Road Richmond B.C. V6Y 2V4	0% of land beneath the dormitory	100% of land beneath the dormitory	0% of improvement used as a dormitory	100% of improvement used as a dormitory

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(025-202-011) PID 003-574-113 Lot 3 Section 19 Block 4N Range 5W New Westminster District Plan 4090 Suburban Block A, part N 1/2	Thrangu Monastery Association 8160 No. 5 Road Richmond B.C. V6Y 2V4	Only that portion of land under exempted improvements	All remaining portion of land not exempted under this bylaw	100% of the shed used to store religious artefacts	0%
(064-438-000) Church Manse PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	Trinity Lutheran Church - Richmond 7100 Granville Avenue Richmond B.C. V6Y 1N8	See Schedule A Page 5 100%	See Schedule A Page 5 0%	0%	100%
(064-438-000) Church Hall PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	Trinity Lutheran Church - Richmond 7100 Granville Avenue Richmond B.C. V6Y 1N8	See Schedule A Page 5 100%	See Schedule A Page 5 0%	97%	3%

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(082-265-059) Church Manse PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West new Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond B.C. V6X 1J8	See Schedule B Page 12	See Schedule B Page 12	0%	100%
082-304-006) PID 00-316-002 9 Section 28 Block 5 North Range 6 West Plan 7532	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond B.C. V6X 1J8	45%	55%	0%	0%
(025-212-021) Church Parking & Manse PID 011-053-551 South Half of Lot 3 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Vedic Cultural Society of BC 8200 No. 5 Road Richmond, BC V6Y 2V4	16%	84%	16%	84%

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(060-287-008) Church Parking PID 004-140-125 Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	Pentecostal Assemblies of Canada 9260 Westminster Hwy. Richmond BC V6X 1B1	100% of Paved parking area behind building	100% of Non-parking area	0%	100%

FIN - 37

SCHEDULE D to BYLAW 8793

LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
(045-488-098) Civic: 11001 Shell Road PID 015-725-871 Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 PID 013-082-566 North Easterly 5 and 1/5 th Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 PID 015-342-433 Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District PID 015-725-880 Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	Science of Spirituality Inc. 9100 Van Horne Way Richmond BC V6X 1W3	50%	50%	100%	0%

SCHEDULE E to BYLAW 8793**SCHOOLS****1. Richmond Christian School Association**

5240 Woodward Road, Richmond, BC
Site area: 0.971 ha (2.4 acres)
Assessment Roll No. 099-076-081
Mailing address: 5240 Woodward Road
Richmond, BC. V7E 1H1

PID 002-145-057

Lot 137 Except: Part Subdivided by Plan 70297 Section 25 Block 4 North Range 7 West
New Westminster District Plan 56073

2. St. Joseph the Worker R.C. Church and School

4451 Williams Road, Richmond, BC
Site area: [3.346 ha (8.268 acres)] 1.319 ha (3.26 acres)
and 2.0235 ha (5.00 acres)
Assessment Roll No. 099-300-034
Mailing Address: Roman Catholic Archbishop
St. Joseph's Parish, 4451 Williams Road
Richmond, BC V7E 1J7

PID 010-887-725

That portion of Parcel "C" (Explanatory Plan 8670) Lots 3 and 4 Except: Part Subdivided by
Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139

Commencing at the Northeast corner of said property.

thence 62.484 metres (205.0 feet) South
thence 147.107 metres (482.6 feet) West
thence 62.484 metres (205.0 feet) North
thence 147.107 metres (482.6 feet) East to the point of commencement.

SCHEDULE E to BYLAW 8793**3. B. C. Muslim Association**

12300 Blundell Road

Site area: 1.09 ha (2.69 acres)

Assessment Roll No. 025-243-080

Mailing Address: P. O. Box 60170 Fraser Postal Outlet, Vancouver B.C. V5W 4B5

PID 011-053-569

Lot 5, Except: Part Subdivided by Plan 33568, Block "A" Section 19 Block 4 North Range 5 West New Westminster District, Plan 4090

Remaining portion of property not exempted under Schedule C2.

4. Choice Learning Centre

20451 Westminister Highway, Richmond, B. C.

Site area: 0.35 ha (0.862 acres)

Assessment Roll No. 001-870-000

Mailing Address: 20451 Westminister Highway, Richmond, B. C. V6V 1B1

PID 003-934-268

Lot 78 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593

5. Choice Learning Centre For Exceptional Children Society Inc.

20411 Westminister Highway, Richmond, B. C.

Assessment Roll No. 001-871-004

Mailing Address: 20451 Westminister Highway, Richmond, B. C. V6V 1B3

PID 003-937-160

Lot 79 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593

SCHEDULE E to BYLAW 8793**6. Cornerstone Christian Academy School**

12011 Blundell Road

Site area: 11,104 square feet

Assessment Roll No. 024-279-000

Mailing Address: 2642, 45th Avenue East, Vancouver, B. C. V5R 3C1

PID 002-555-310

South Half of the South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except Firstly: Part Dedicated Road on Plan NWP87640 Secondly: Parcel E (Bylaw LMP4874) Thirdly: Parcel F (Bylaw Plan MP12615) Fourthly: Part on SRW Plan 21735

7. Richmond Jewish Day School

8760 No. 5 Road

Site area: 0.95 ha (2.349 acres)

Assessment Roll No. 025-151-060

Mailing Address: 8760 No. 5 Road, Richmond, B. C. V6Y 2V4

PID 000-676-811

Lot 3 Except: Firstly, Parcel "A" (Reference Plan 8809) Secondly; Parcel "B" (Explanatory Plan 10524), Section 19 Block 4 North Range 5 West New Westminster District Plan 5239

Commencing at a point of 41.483 east of the north east property line of No. 5 Road and Francis Road

thence 66.56 metres (218.373 feet) east,
thence 81.08 metres (266.01 feet) north,
thence 66.56 metres (218.373 feet) west,
thence 81.08 metres (266.01 feet) south.

8. Richmond Christian School Association

10260 No. 5 Road, Richmond, BC

Site area: 2.23 ha (5.52 acres)

Assessment Roll No. 030-887-000

Mailing address: 10260 No. 5 Road, Richmond, BC. V7A 4E5

PID 027-072-657

Section 31 Block 4 North Range 5 West New Westminster District Plan BCP 30119

Commencing at the Northwest corner of said property

thence 110 meters East
thence 99.3 meters South
thence 110 meters West
thence 93.4 meters North to the point of commencement.

FIN - 41

SCHEDULE F to BYLAW 8793**RELIGIOUS PROPERTIES**

- 1. Civic address: 7900 Alderbridge Way**
Assessment Roll: 057-573-004

being the property of the tenants The Ismaili Jamatkhama and Centre, 4010 Canada Way,
Burnaby, B.C. V5G 1G8

PID 000 658 766

That portion of Lot 39 Section 5 Block 4 North Range 6 West New Westminster District
Plan 34152

- 2. Civic address: 200 – 7451 Elmbridge Way**
Assessment Roll: 057-614-000

being the property of the tenants Richmond Emmanuel Church, 200 – 7451 Elmbridge Way
Richmond BC V6X 1B8

100% of that portion of Lot 87 Section 5 Block 4 North Range 6 West New District Plan
36964

PID 007-501-129

- 3. Civic address: 3211 Grant McConachie Way**
Assessment Roll: 136-467-527

being the property of the tenants Vancouver Airport Chaplaincy, Box 23722 L, Richmond
BC V7B 1X8

PID 009-025-103

That portion of Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7
West New Westminster District Plan 29409

SCHEDULE G to BYLAW 8793

- 1. Civic Address:** **6251 Minoru Boulevard**

Assessment Roll No: 059-458-077 **PID** 004 174 399

Legal Description: Lot 25 Section 8 Block 4 North Range 6 West NWD Plan 21164

Owner/holder: Richmond Kiwanis Senior Citizens Housing Society, c/o Mullen Royce, Chartered Accountants, 220 – 8171 Cook Road, Richmond, B. C. V6Y 3T8
- 2. Civic Address:** **11771 Fentiman Place**

Assessment Roll No: 087-360-001 **PID** 016 621 662

Legal Description: Lot "A" Section 2 Block 3 North Range 7 West NWD Plan 87236 OIC #644

Owner/holder: Richmond Health Services Society (Inc. No. 367175)
11771 Fentiman Place, Richmond, BC, V7E 3M4
- 3. Civic Address:** **11820 No. 1 Road**

Assessment Roll No: 086-938-001 **PID** 001 431 030

Legal Description: Lot 2 Section 2 Block 3 North Range 7 West NWD Plan 69234

Owner/holder: Anavets Senior Citizens Housing Society #200 - 951 East 8th Avenue, Vancouver, BC, V5T 4L2

SCHEDULE H to BYLAW 8793

- 1. Civic Address:** **6531 Azure Road**

Assessment Roll No: 058-885-000 **PID** 003 680 100

Legal Description: Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611

Owner/holder: Development Disabilities Association, 100 – 3851 Shell Road,
Richmond, B. C. V6X 2W2
- 2. Civic Address:** **8400 Robinson Road**

Assessment Roll No: 067-321-001 **PID** 009 826 386

Legal Description: Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819

Owner/holder: Development Disabilities Association, 100 – 3851 Shell Road
Richmond, B. C. V6X 2W2
- 3. Civic Address:** **7611 Langton Road**

Assessment Roll No: 094-391-000 **PID** 004 700 368

Legal Description: Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107

Owner/holder: Development Disabilities Association, 100 – 3851 Shell Road,
Richmond, B. C. V6X 2W2
- 4. Civic Address:** **4811 Williams Road**

Assessment Roll No: 099-371-000 **PID** 004 864 077

Legal Description: Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824

Owner/holder: Greater Vancouver Community Service Society,
Attention: Mary Norris
500 – 1212 W. Broadway, Vancouver, B. C. V6H 3V1

SCHEDULE H to BYLAW 8793**5. Civic Address: 9580 Pendleton Road****Assessment Roll No:** 099-561-000 **PID** 003 751 678**Legal Description:** Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281**Owner/holder:** Richmond Society for Community Living, 170 – 7000 Minoru Boulevard, Richmond, BC., V7E 4N1**6. Civic Address: 11331 Mellis Drive****Assessment Roll No:** 080-622-000 **PID** 004 107 292**Legal Description:** Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633**Owner/holder:** Pinegrove Place, Mennonite Care Home Society of Richmond, 11331 Mellis Dr, Richmond, BC, V6X 1L8**7. Civic Address: 6260 Blundell Road****Assessment Roll No.:** 065-571-000 **PID** 005 146 135**Legal Description:** Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878**Owner/holder:** Rosewood Manor, Richmond Intermediate Care Society
6260 Blundell Road, Richmond, B. C. V7C 5C4**8. Civic Address: 303 – 7560 Moffatt Road****Assessment Roll No.:** 064-762-037 **PID** 014-890-305**Legal Description:** Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081**Owner/Holder:** Richmond Society for Community Living
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5

SCHEDULE H to BYLAW 8793**9. Civic Address: 9 – 11020 No. 1 Road****Assessment Roll No.:** 087-058-109 PID 013-396-901**Legal Description:** Strata Lot 9 Section 2 Block 3 North Range 7 West New Westminster District Strata Plan NW2952**Owner/Holder:** Richmond Society for Community Living
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5**10. Civic Address: 5635 Steveston Highway****Assessment Roll No.:** 103-370-125 PID 004-866-029**Legal Description:** Lot 910 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866**Owner/Holder:** Richmond Society for Community Living
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5**11. Civic Address: 4433 Francis Road****Assessment Roll No.:** 097-575-028 PID 003-887-022**Legal Description:** Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590**Owner/Holder:** Richmond Society for Community Living
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5**12. Civic Address: 8300 Cook Road, Richmond, BC****Assessment Roll No.:** 059-905-125 PID 023-800-496**Legal Description:** Strata Lot 125 Section 9 Block 4 North Range 6 West new Westminster District Strata Plan LMS2845 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1**Owner/Holder:** Cook Road Children's Centre
Society of Richmond Children's Centres
110 – 6100 Bowling Green Rd., Richmond, B.C. V6Y 4G2

SCHEDULE H to BYLAW 8793

13. Civic Address: 5500 Andrews Road, Unit 100

Assessment Roll No.: 089-830-129 PID 023-684-801

Legal Description: Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1

Owner/Holder: Treehouse Learning Centre
Richmond Society for Community Living
170 – 7000 Minoru Boulevard, Richmond, B. C. V6Y 3Z5

14. Civic Address: 5862 Dover Crescent

Assessment Roll No.: 090-515-105 PID 023-648-058

Legal Description: Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1

Owner/Holder: Riverside Children's Centre
Developmental Disability Association

15. Civic Address: 6011 Blanshard Dive

Assessment Roll No.: 093-050-002 PID 019-052-685

Legal Description: Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283

Owner/Holder: Terra Nova Children's Centre
Society of Richmond Children's Centres
110 – 6100 Bowling Green Rd., Richmond, B.C. V6Y 4G2

SCHEDULE I to BYLAW NO. 8793

1. **Civic Address:** **7251 Langton Road**

 Assessment Roll No: 094-282-297 **PID 003 460 525**

 Legal Description: Lot 319 Section 13 Block 4 North Range 7 West NWD Plan
 49467

 Owner/holder: Richmond Legion Senior Citizen Society,
 #800 – 7251 Langton Road., Richmond, BC, V7C 4R6

SCHEDULE J to BYLAW 8629

- 1. Civic Address:** 8911 Westminster Highway

Assessment Roll No: 056-610-001 **PID** 017 240 107

Legal Description: Lot 1 Sections 3 and 4 Block 4 North Range 6 West NWD Plan LMP 00069

Owner/holder: Canadian Mental Health Association, 7351 Elmbridge Way, Richmond, BC, V6X 1B8
- 2. Civic Address:** 7000 Minoru Boulevard

Assessment Roll No: 064-810-001 **PID** 018 489 613

Legal Description: Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593

Owner/holder: Richmond Caring Place, 7000 Minoru Boulevard, Richmond, BC, V6Y 3Z5
- 3. Civic Address:** 8660 Ash Street

Assessment Roll No.: 067-813-000 **PID** 017-854-997

Legal Description: Lot C Section 22 Block 4 North Range 6 West Plan 2670 Exempting that portion of the property occupied by the Richmond Family Place

Owner/holder: Richmond Family Place
- 4. Civic Address:** Unit 100 – 5671 No. 3 Road

Assessment Roll No.: 057-572-000 **PID** 003-698-009

Legal Description: Lot 34 Section 5 Block 4 North Range 6 West Plan 32827 Exempting that portion of the property occupied by the Richmond Centre for Disability

Owner/holder: Richmond Centre for Disability

SCHEDULE K to BYLAW 8629

- 1. Civic Address:** 11851 Westminster Highway

Assessment Roll No: 054-767-404 **PID** 013 096 435

Legal Description: Section 1 Block 4 North Range 6 West Except: Firstly: Part Shown on Plan 4772, Secondly: Part on Highway Plan 21735, Thirdly: Part on SRW Plan 54042 New Westminster District

Owner/holder: Kinsmen Club of Richmond
- 2. Civic Address:** 6820 Gilbert Road

Assessment Roll No: 059-216-001 **PID** 017 844 525

Legal Description: Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323

Owner/holder: Richmond Tennis Club
- 3. Civic Address:** 6133 Bowling Green Road

Assessment Roll No: 059-477-003 **PID** 009 300 261

Legal Description: 0.706 ha (1.745 acre) portion of Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068

Owner/holder: Richmond Lawn Bowling Club
- 4. Civic Address:** 5540 Hollybridge Way

Assessment Roll No: 057-590-001 **PID** 007 250 983

Legal Description: Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115

Owner/holder: Richmond Winter Club

SCHEDULE K to BYLAW 8629

- 5. Civic Address:** 2220 Chatham Street
- Assessment Roll No:** 088-500-046 **PID** 004-276-159
- Legal Description:** Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045
- Owner/holder:** Scotch Pond Heritage
-
- 6. Civic Address:** 4780 Blundell Road
- Assessment Roll No:** 097-842-000 **PID** 001-145-801
- Legal Description:** Lot 2 Block 4 N Range 7 W New Westminster District Plan 3892
- Owner/holder:** Girl Guides of Canada
-
- 7. Civic Address:** 7760 River Road
- Assessment Roll No:** 082-479-000 **PID** 009 311 998
- Legal Description:** Part Lot 2 Except: Firstly; Part Subdivided by Plan 28458; Secondly; Parcel "C" (Bylaw Plan 62679); Thirdly: Parcel G (Bylaw Plan 80333); Sections 29 and 32 Block 5 North Range 6 West New Westminster District Plan 24230
- Owner/holder:** Richmond Rod and Gun Club
-
- 8. Civic Address:** 7411 River Road
- Assessment Roll No:** 083-465-000 **PID** 007 206 518
- Legal Description:** 2.26 acre portion of Lot "N" Except: Part Subdivided by Plan 35001, Fractional Section 6 and of Sections 5, 7 and 8 Block 4 North Range 6 West and of Fractional Section 32 Block 5 North Range 6 West New Westminster District Plan 23828 (see R083-466-000, R083-467-000, R083-467-505 for remainder)
- Owner/holder:** Navy League of Canada National Council, c/o Richmond/Delta Branch, Box 43130, Richmond, BC, V6Y 3Y3

SCHEDULE K to BYLAW 8629

- 9. Civic Address:** 14140 Triangle Road
- Assessment Roll No:** 031-968-086 **PID** 023-510-692
- Legal Description:** Lot 2 Section 33 Block 4 North Range 5 West NWD Plan LMP29486
- Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1
- 10. Civic Address:** 14300 Entertainment Boulevard
- Assessment Roll No.:** 031-969-003 **PID** 023-672-269
- Legal Description:** Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752
- Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1
- 11. Civic Address:** 11688 Steveston Highway
- Assessment Roll No.:** 044-761-005 **PID** 023-710-047
- Legal Description:** Lot 1 Section 1 Block 3 North Range 6 West Plan 32147
Exempting that portion of the property occupied by Richmond Public Library
- Owner/holder:** Richmond Public Library, Ironwood Branch
- 12. Civic Address:** 6111 River Road
- Assessment Roll No.:** 057-902-800 **PID** 027-090-434
- Legal Description:** Lot 8 Section 6 Block 4 North Range 6 West Plan BCP30383
- Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1
Exempting that portion of the property occupied by Richmond Oval Corporation

SCHEDULE K to BYLAW 8629**13. Civic Address: 5440 Hollybridge Way****Assessment Roll No.:** 057-590-000 **PID** 001-794-884**Legal Description:** Lot 110 Section 5/6 Block 4 North Range 6 West Plan 48002
Exempting that portion of the property occupied by the City of Richmond**Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC, V6Y 2C1**14. Civic Address: Unit 140-160 11590 Cambie Road****Assessment Roll No.:** 085-643-001 **PID** 018-844-456**Legal Description:** Lot C Section 36 Block 5 North Range 6 West Plan LMP17749
Except Plan BCP 14207 Exempting that portion of the property occupied by Richmond Public Library**Owner/holder:** Richmond Public Library, Cambie Branch**15. Civic Address: 12071 No. 5 Road****Assessment Roll No.:** 051-557-060 **PID** 013-082-531**Legal Description:** Section 12 Block 3 North Range 6 West NWD Plan 15624 Parcel
A-J, Part NE 1/4, Ref 15624, Ref 8114 File No. 1000-05-021.**Owner/holder:** City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1



City of Richmond

Report to Committee

To: Finance Committee

Date: September 12, 2011


From: Jerry Chong
Director, Finance

File:

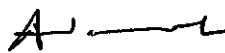
Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8798
Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799

Staff Recommendation

1. That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 8798 which introduces a Business Licence Fee Schedule and increases all fees by 2% as detailed in the report from the Manager - Revenue and the Chief Licence Inspector be introduced and given first, second and third readings.
2. That Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799 that deletes the Business Licence Fee Schedule as described in the staff report dated September 12, 2011 from the Manager - Revenue and Chief Licence Inspector be introduced and given first, second and third readings.


Jerry Chong
Director, Finance
(604-276-4064)

Att.

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Business Licences	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
City Clerk	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Community Bylaws	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Fire Rescue	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Law	Y <input type="checkbox"/> N <input type="checkbox"/>		
RCMP	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Building Approvals	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
Development Applications	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
REVIEWED BY TAG	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	REVIEWED BY CAO	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Staff Report

Origin

As part of the City's Long Term Financial Management Strategy Policy 3707, it was recommended that fees and charges should be adjusted annually based on CPI increases. On January 10, 2011, Council adopted the Consolidated Fees Bylaw ("CFB") No. 8636 to amalgamate a majority of the City's fees and charges into one bylaw for ease of review and adjustment for CPI increases.

When the CFB No. 8636 was adopted, Business Licence Fees were not part of the consolidated bylaw. This report recommends including those fees in the Consolidated Fee Bylaw

Analysis

The CPI increase for 2011 is projected to be 2%. All rates in the attached amendment Bylaw No. 8798 have been adjusted for this increase. As in the original bylaw, all adjusted fees greater than \$100 are rounded up to the nearest \$1.00, adjusted fees less than \$100 are rounded up to the nearest \$0.25 and adjusted fees less than \$1 are rounded up to the nearest \$0.05. This will minimize the number of transactions requiring small coinage.

Aside from the proposed 2% CPI increase, the following changes were also made to the CFB:

- **Schedule - Dog Licencing Fees**
An amendment was made to this schedule to include the dog licencing fees for seniors who are 65 years of age or older. These fees existed in the Dog Licencing Bylaw No 7138 but was never included in the Consolidated Bylaw No 8636.
- **Schedule - Filming Applications and Fees**
Rates for fire and rescue staff attendance at filming sites have been manually adjusted to reflect current wage rates and CPI.
- **Schedule - Fire Protection and Life Safety**
Under this bylaw, rates for staff attendance have been manually adjusted to reflect current wage rates and CPI.
- **Schedule - Publication Fees**
Removal of publication fees that are outdated or no longer applicable.

Schedule A from Business Licence Bylaw No. 7360 has been added to the Consolidated Fees Bylaw and will be subject to increases in accordance to projected CPI rates.

Other proposed amendments to the Licence Bylaw include deletion of references to the Licence Fee *Schedule A*. This reference will now be directed to the Consolidated Fee Bylaw.

Financial Impact

Fee increases will offset CPI cost increases and therefore has little or no net financial impact to the City. However, if the fees are not adjusted accordingly, CPI cost increases related to these services will be recovered through an estimated 0.07% increase in property taxes or approximately \$130,000 in additional tax revenue.

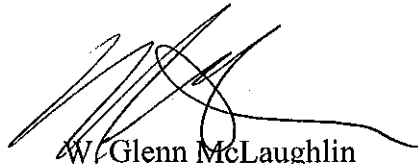
Conclusion

Increasing fees and charges keep the 2012 proposed budget in line with inflationary expenses and including Business Licence Fees into the Consolidated Fee Bylaw will allow for ease of fee administration.



Ivy Wong
Manager, Revenue
(604-276-4046)

IW:wgm



W. Glenn McLaughlin
Chief Licence Inspector & Risk Manager
(604-276-4136)



**Consolidated Fees Bylaw No 8636
Amendment Bylaw No. 8798**

The Council of the City of Richmond enacts as follows:

- 1) The Consolidated Fees Bylaw No. 8636, as amended, is further amended:
 - a) by deleting in their entirety, the schedules attached to the Consolidated Fees Bylaw No 8636, as amended, and substituting the schedules attached to and forming part of this bylaw;
- 2) This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8798".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER



SCHEDULE – ANIMAL CONTROL REGULATION

Animal Control Regulation Bylaw No. 7932

Cat Breeding Permit Fee

Section 2.2

Description	Fee
Cat breeding permit for three years	\$36.25

Animal Control Regulation Bylaw No. 7932

Impoundment Fees

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$41.75
Non-neutered male or unspayed female dog	\$125.00
Dangerous dog*	\$519.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$83.00
Non-neutered male or unspayed female dog	\$260.00
Dangerous dog*	\$1,036.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$260.00
Non-neutered male or unspayed female dog	\$519.00
Dangerous dog*	\$1,036.00

**Subject always to the power set out in Section 8.3.12 of Animal Control Regulation Bylaw No. 7932 to apply for an order that a dog be destroyed*

Note: In addition to the fees payable above (if applicable), a licence fee will be charged where a dog is not currently licenced.

Animal Control Regulation Bylaw No. 7932**Impoundment Fees (cont.)****Section 8**

Description	Fee
Bird	\$5.50
Domestic farm animal <i>Impoundment fee also subject to transportation costs</i>	\$62.25
Other animal <i>Impoundment fee also subject to transportation costs</i>	\$31.25

Animal Control Regulation Bylaw No. 7932**Maintenance Fees****Section 8**

Description	Fee
Dog	\$12.50
Cat	\$12.50
Bird	\$2.50
Domestic farm animal	\$31.25
Other animal	\$10.50

Note: For all of the Animal Control Regulation Maintenance Fees, a charge is issued for each day or portion of the day per animal

SCHEDULE – ARCHIVES AND RECORDS

Archives and Records Image Reproduction Fees

Description	Fee	Units
<u>Records</u>		
Photocopying and printing of files/bylaw (First 4 pages free) <i>per page</i>	\$0.35	per page
Microfilm printing <i>per page</i>	\$0.35	per page
<u>Photograph Reproductions</u>		
Scanned image (each)	\$15.75	
CD	\$5.50	
5" x 7"	\$12.50	
8" x 10"	\$15.75	
11" x 14"	\$24.00	
16" x 20"	\$33.25	
20" x 24"	\$41.75	
Negatives*	\$15.75	
<i>*If the Archives does not have a copy negative from which to reproduce an image, an additional reproduction fee will be charged to produce which will remain the property of the City of Richmond Archives</i>	<i>*Plus</i> \$15.75	

Archives and Records Use Fees

Description	Fee
<u>Publication Fee</u>	
Websites, Books, CDs, etc. (Non-Commercial)	\$15.75
Websites, Books, CDs, etc. (Commercial)	\$31.25
Exhibition Fee (Commercial)	\$52.00

Archives and Records
Tax Searches Fees

Description	Fee
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$26.25
Each year greater than 5 years	\$5.50

Archives and Records
Preliminary Site Investigation

Description	Fee
Active Records Check Survey (per civic address searched)	\$208.00

Archives and Records
Mail Orders

Description	Fee
Mail orders	\$5.50

Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives (publication and commercial fees still apply)

SCHEDULE – BILLING AND RECEIVABLES

Billing and Receivables
Receivables Fees

Description	Fee
Administrative charges for receivable projects undertaken for third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$30.75

SCHEDULE – BOARD OF VARIANCE ESTABLISHMENT AND PROCEDURE**Board of Variance Establishment and Procedure Bylaw No. 7150****Application Fees**

Sections 3.1, 4.1

Description	Fee
Order regarding variance or exemption to relieve hardship	\$161.00
Order regarding extent of damage preventing reconstruction as non-conforming use	\$135.00

SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION**Boulevard and Roadway Protection and Regulation Bylaw No. 6366****Inspection Charges**

Section 11

Description	Fee
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m ² in size; In-ground Swimming Pools & Demolitions	\$156.00
Move-Offs; Single or Two Family Dwelling Construction	\$156.00
Combined Demolition & Single or Two Family Dwelling Construction	\$156.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$208.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$208.00
Each additional inspection as required	\$78.00

SCHEDULE – BUILDING REGULATION

Building Regulation Bylaw No. 7230

Plan Processing Fees

Section 5.13

Description	Fee
For a new one family dwelling	\$571.00
For other than a new one family dwelling (a)	\$65.00
<i>or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00</i>	
<i>- whichever is greater of (a) or (b)</i>	
For a sewage holding tank	\$130.00

Building Regulation Bylaw No. 7230

Building Permit Fees for those buildings referred to in Subsection 5.13.6

Sections 5.2, 5.5, 5.6, 7.2

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$65.00
Exceeding \$1,000.00 up to \$100,000.00	\$65.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$10.00
Exceeding \$100,000.00 to \$300,000.00	\$1,055.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$9.50
Exceeding \$300,000.00	\$2,955.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$7.50

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$65.00
Exceeding \$1,000.00 up to \$100,000.00	\$65.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$10.25
Exceeding \$100,000.00 to \$300,000.00	\$1,079.75
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$9.75
Exceeding \$300,000.00	\$3,029.75
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$7.75

Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.

Despite any other provision of the Building Regulation Bylaw No. 7230, the “construction value” of a:

(a) one-family dwelling or two-family dwelling

(b) garage, deck, porch, interior finishing or addition to a one-family dwelling or two-family dwelling

is assessed by total floor area and deemed to be the following:

Description	Fee	Units
(i) new construction of first storey	\$1,098.00	per m ²
	\$102.00	(per ft ²)
(ii) new construction of second storey	\$1,011.00	per m ²
	\$94.00	(per ft ²)
(iii) garage	\$560.00	per m ²
	\$52.25	(per ft ²)
(iv) decks or porches	\$462.00	per m ²
	\$43.00	(per ft ²)
(v) interior finishing on existing buildings	\$517.00	per m ²
	\$48.00	(per ft ²)
(vi) additions	\$1,098.00	per m ²
	\$102.00	(per ft ²)

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$115.00
Building Permit Fee for Temporary Building for Occupancy	\$519.00
<u>Re-inspection Fees</u>	
(a) for the third inspection	\$78.00
(b) for the fourth inspection	\$105.00
(c) for the fifth inspection	\$208.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<u>Special Inspection Fees:</u>	
(a) during the City's normal business hours	\$115.00
(b) outside the City's normal business hours	\$456.00
<i>*for each hour or part thereof after the first four hours</i>	*Plus \$115.00
Building Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
Building Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
<u>Building Move Inspection Fee:</u>	
(a) within the City boundaries	\$115.00
(b) outside the City boundaries when travel is by City vehicle	\$115.00
<i>**per km travelled</i>	**Plus \$1.50

Note: Where the building inspector is required to use overnight accommodation, aircraft or ferry transportation in order to make a building move inspection, the actual costs of accommodation, meals and transportation are payable in addition to other applicable fees including salary cost greater than 1 hour

Building Regulation Bylaw No. 7230**Building Permit Fees for all Other Building Types (cont.)**

Sections 5.5, 5.9, 5.11, 5.14, 7.2, 11.1, 12.7, 12.9, 12.10

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$260.00
Provisional Occupancy Notice Extension Fee	\$415.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$408.00
Sewage Holding Tank Permit Fee	\$260.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$570.00
(b) for each equivalent greater than two contained in the same report	\$233.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$115.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,040.00

Building Regulation Bylaw No. 7230**Gas Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11 12.9, 12.10

Description	Fee	Units
Domestic Installation – one family dwelling	(a) \$65.00	per appliance
- <i>whichever is greater of (a) or (b)</i>	(b) \$24.00	
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$65.00	
(b) appliance input exceeding 29 kW	\$105.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$115.00	
(b) outside the City's normal business hours	\$456.00	
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$115.00	

Building Regulation Bylaw No. 7230**Gas Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11 12.9, 12.10

Description	Fee
<u>Re-Inspection Fee:</u>	
(a) for the third inspection	\$78.00
(b) for the fourth inspection	\$105.00
(c) for the fifth inspection	\$208.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
For a vent and/or gas valve or furnace plenum (no appliance)	\$65.00
<u>Piping alteration – for existing appliances</u>	
First 30 metres of piping	\$65.00
Each additional 30 metres or part thereof	\$24.00
Gas permit transfer or assignment fee (a)	\$65.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	
Gas permit extension fee (a)	\$65.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	

Building Regulation Bylaw No. 7230**Plumbing Permit Fees**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$24.00	
(b) minimum plumbing fee	\$65.00	
(c) connection of City water supply to any hydraulic equipment	\$65.00	
<u>Sprinkler & Standpipes</u>		
(a) installation of any sprinkler system	\$65.00	
<i>*per additional head</i>	*Plus \$2.00	
(b) installation of each hydrant, standpipe, hose station, hose valve, or hose cabinet used for fire fighting	(c) \$65.00 (d) \$24.00	per item
<i>- whichever is greater of (c) or (d)</i>		

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee	Units
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$65.00	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$24.00	
<u>Sanitary & Storm Sewers; Building Drains & Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$65.00	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$24.00	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$65.00	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$24.00	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$65.00 (g) \$24.00	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$115.00	
(b) outside the City's normal business hours or each hour	\$456.00	
*for part thereof exceeding the first four hours	*Plus \$115.00	
<u>Design Modification Fees</u>		
Plan review	\$115.00	per hour
<i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>		

Building Regulation Bylaw No. 7230**Plumbing Permit Fees (cont.)**

Sections 5.2, 5.5, 5.6, 5.9, 5.11, 12.5, 12.7, 12.9, 12.10

Description	Fee
<u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	\$78.00 \$105.00 \$208.00
Plumbing Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
Plumbing Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$65.00
Provisional Plumbing Compliance Inspection Fee (per permit visit) Provisional Plumbing Compliance Notice Extension Fee Potable Water Backflow Preventer Test Report Decal	\$130.00 \$208.00 \$21.00

SCHEDULE – BUSINESS LICENCE

Business Licence Bylaw No. 7360

Assembly Use Group 1

Group 1 - Business Licence Fee assessed by total floor area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$150.00
93.1 to 232.5	(1001 to 2500)	\$228.00
232.6 to 465.0	(2501 to 5000)	\$395.00
465.1 to 930.0	(5001 to 10000)	\$632.00
930.1 to 1860.1	(10001 to 20000)	\$1,120.00
1860.2 to 2790.1	(20001 to 30000)	\$1,603.00
2790.2 to 3720.2	(30001 to 40000)	\$2,093.00
3720.3 to 4650.2	(40001 to 50000)	\$2,574.00
4650.3 to 5580.3	(50001 to 60000)	\$3,062.00
5580.4 and over	(60001 and over)	\$3,472.00
Food Primary Liquor Licence Fee		\$314.00
Mobile Vendors (Food) Fee (per vehicle)		\$73.50

Business Licence Bylaw No. 7360

Assembly Use Group 2

Group 2 - Business Licence Fee assessed by Number of Seats	
Seats	Fee
0 to 30	\$477.00
31 to 60	\$950.00
61 to 90	\$1,425.00
91 to 120	\$1,902.00
121 to 150	\$2,373.00
151 to 180	\$2,848.00
181 to 210	\$3,320.00
211 and over	\$3,472.00

Business Licence Bylaw No. 7360
Assembly Use Group 3

Group 3 - Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$121.00
6 to 10	\$203.00
11 to 15	\$294.00
16 to 25	\$436.00
26 to 50	\$632.00
51 to 100	\$912.00
101 to 200	\$1,287.00
201 to 500	\$1,859.00
501 to 1000	\$2,809.00
1001 and over	\$3,472.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee*

Business Licence Bylaw No. 7360
Residential Use

Residential Use - Business Licence Fee assessed by Number of Rental Units	
Units	Fee
0 to 5	\$145.00
6 to 10	\$223.00
11 to 25	\$383.00
26 to 50	\$622.00
51 to 100	\$1,097.00
101 to 200	\$1,569.00
201 to 300	\$2,045.00
301 to 400	\$2,514.00
401 to 500	\$2,985.00
501 and over	\$3,472.00

Business Licence Bylaw No. 7360**Service Use**

Service Use - Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$121.00
6 to 10	\$209.00
11 to 15	\$305.00
16 to 25	\$450.00
26 to 50	\$644.00
51 to 100	\$938.00
101 to 200	\$1,317.00
201 to 500	\$1,907.00
501 to 1000	\$2,872.00
1001 and over	\$3,472.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee*

Business Licence Bylaw No. 7360**Mercantile Use**

Mercantile Use - Business Licence Fee assessed by total floor area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1000)	\$121.00
93.1 to 232.5	(1001 to 2500)	\$193.00
232.6 to 465.0	(2501 to 5000)	\$353.00
465.1 to 930.0	(5001 to 10000)	\$597.00
930.1 to 1860.1	(10001 to 20000)	\$1,080.00
1860.2 to 2790.1	(20001 to 30000)	\$1,570.00
2790.2 to 3720.2	(30001 to 40000)	\$2,052.00
3720.3 to 4650.2	(40001 to 50000)	\$2,535.00
4650.3 to 5580.3	(50001 to 60000)	\$3,021.00
5580.4 and over	(60001 and over)	\$3,472.00

Business Licence Bylaw No. 7360**Industrial/Manufacturing Use**

Industrial/Manufacturing Use - Business Licence Fee assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$145.00
6 to 10	\$240.00
11 to 15	\$336.00
16 to 25	\$477.00
26 to 50	\$670.00
51 to 100	\$950.00
101 to 200	\$1,330.00
201 to 500	\$1,896.00
501 to 1000	\$2,843.00
1001 and over	\$3,472.00

**For the purpose of assessing a licence fee, two part-time employees are counted as one full-time employee*

Business Licence Bylaw No. 7360**Vehicle for Hire Businesses**

Description	Fee
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$121.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$111.00
CLASS "B" Limousine	\$73.50
CLASS "C" Sightseeing Taxicab	\$111.00
CLASS "D" Airport Taxicab	\$111.00
CLASS "E" Private Bus	\$111.00
CLASS "I" Charter Minibus	\$111.00
CLASS "J" Rental Vehicle	
Group 1	\$13.50
Group 2	\$73.50
CLASS "K" Driver Training Vehicle	\$54.25
CLASS "M" Tow-Truck	\$111.00
CLASS "N" Taxicab for Persons with Disabilities	\$111.00
CLASS "P" Pedicab	\$111.00
 <i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	 \$3,472.00
Transferring a Vehicle for Hire Licence within any calendar year	\$42.00
Replacing a Vehicle for Hire Licence plate or decal	\$12.25

Business Licence Bylaw No. 7360**Vending Machine Uses**

Description	Fee
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$26.75
Group 2 (per machine)	\$37.75
Group 3 (per machine)	\$8.25
Banking Machine licence fee (per machine)	\$116.00
Amusement Machine licence fee (per machine)	\$26.75

Business Licence Bylaw No. 7360
Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$3,472.00
Casino	\$5,494.00
<u>Body-painting studio</u>	
Studio licence	\$3,472.00
Each body-painting employee	\$121.00
<u>Body-rub studio</u>	
Studio licence	\$3,472.00
Each body-rub employee	\$121.00
<u>Escort service</u>	
Escort service licence	\$3,472.00
Each escort employee	\$121.00

Business Licence Bylaw No. 7360
Farmer's Market

Description	Fee
Farmer's market licence	\$121.00

Business Licence Bylaw No. 7360
Licence Transfers, Changes and Reprints

Description	Fee
Transferring a licence from one person to another, or for issuing a new licence because of a change in information on the face of such licence, except a change between licence categories or subcategories	\$42.00
Changing the category or subcategory of a licence (a) <i>or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)</i>	\$42.00
Licence reprint	\$10.25

Business Licence Bylaw No. 7360
Off-Leash Permits

Description	Fee
Annual permit	\$102.00

SCHEDULE – DITCH AND WATERCOURSE PROTECTION AND REGULATION

Ditch and Watercourse Protection and Regulation Bylaw No. 7285

Sections 2.1, Section 2.2

Description	Fee
<u>Ditch Crossing Permit</u>	
Standard Width Permit Fee*	\$105.00

**Extended Width Inspection Fee is 4% of engineering cost estimate for the construction*

SCHEDULE – DOG LICENCING

Dog Licensing Bylaw No. 7138

Sections 2.1, 2.3

Description	Fee
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$71.50
Prior to March 1 st of the year for which the application is made	\$51.00
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$30.75
Prior to March 1 st of the year for which the application is made	\$20.50
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$10.25
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$255.00
Prior to March 1 st of the year for which the application is made	\$204.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$204.00
Prior to March 1 st of the year for which the application is made	\$153.00
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$76.50
Replacement tag*	\$5.25
*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction	

SCHEDULE – FILMING APPLICATION AND FEES

Filming Application and Fees Bylaw No. 8172

Administration Fees

Section 3

Description	Fee
Application for Filming Agreement	\$102.00
Film Production Business Licence	\$121.00
Street Use Fee (100 feet/day)	\$51.00

Filming Application and Fees Bylaw No. 8172

City Parks & Heritage Sites

Section 3

Description	Fee	Units
Major Park		
<i>Per day</i>	\$765.00	
<i>Per ½ day</i>	\$510.00	
Neighbourhood Park		
<i>Per day</i>	\$510.00	
<i>Per ½ day</i>	\$306.00	
<u>Britannia Shipyard</u>		
Filming	\$2,040.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,550.00	per day
<i>July through September</i>	\$3,060.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	

Filming Application and Fees Bylaw No. 8172**City Parks & Heritage Sites (cont.)****Section 3**

Description	Fee	Units
<u>Nature Park</u>		
Filming	\$1,020.00	per day
Preparation & Wrap	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$20.50	
<i>Per hour after 8 hours</i>	\$30.75	
<u>Gateway Theatre</u>		
Filming	\$2,550.00	per day
Preparation & Wrap	\$1,020.00	per day
City Employee		
<i>Per regular working hour</i>	\$33.75	
<i>Per hour after 8 hours</i>	\$51.00	
<u>City Hall</u>		
Filming	\$2,040.00	per day
Preparation & Wrap	\$1,020.00	per day
City Employee		
<i>Per regular working hour</i>	\$20.50	
<i>Per hour after 8 hours</i>	\$30.75	

Filming Application and Fees Bylaw No. 8172**Other Fees****Section 3**

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$104.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$128.00	per hour
Fire Captain	\$88.50	per hour
Firefighter (minimum 3 firefighters)	\$72.55	per hour, per person
Use of special effects	\$102.00	per day
Use of Fire Hydrant		
<i>First day</i>	\$199.00	
<i>Each additional day</i>	\$66.50	

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY

Fire Protection and Life Safety Bylaw No. 8306

Fees & Cost Recovery

Description	Section	Fee	Units
Permit	4.1	\$21.00	
Permit Inspection, first hour	4.3	\$83.00	
Permit Inspection, subsequent hours or part thereof	4.3	\$52.00	
Attendance - open air burning without permit <i>first hour</i>	4.5.1	\$433.63	per vehicle
Attendance - open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$216.85	per vehicle
Attendance - open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$433.63	per vehicle
Attendance - open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$216.85	per vehicle
Attendance - false alarm – contact person not arriving within 60 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$433.63	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Review - Fire Safety Plan any building	15.1.1 (b)		
Any building < 600 m ² area		\$105.00	
Any building > 600 m ² area		\$156.00	
High building, institutional		\$208.00	
Revisions (per occurrence)		\$52.00	
Inspection	15.2.1 (a)		
4 stories or less and less than 914 m ² per floor		\$208.00	
4 stories or less and between 914 and 1524 m ² per floor		\$312.00	
5 stories or more and between 914 and 1524 m ² per floor		\$519.00	
5 stories or more and over 1524 m ² per floor		\$726.00	

Fire Protection and Life Safety Bylaw No. 8306
Fees & Cost Recovery (cont.)

Description	Section	Fee
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$83.00
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1.(b)	\$52.00
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<u>Attendance - False alarm</u>		
No false alarm reduction program in place	15.5.1	\$312.00
False alarm reduction program in place and participation	15.5.5	No charge
Caused by security alarm system	15.6.1	\$208.00
Monitoring agency not notified	15.7.1	\$208.00
Alternate solution report or application review	General	\$156.00

SCHEDULE – FIREWORKS REGULATION**Fireworks Regulation Bylaw No. 7917****Permit Fees****Section 2.1**

Description	Fee
Display Permit application fee	\$105.00

SCHEDULE – PROPERTY TAX CERTIFICATE FEES**Property Tax Certificate Fees**

Description	Fee
Requested in person at City Hall	\$36.75
Requested through BC Online	\$31.75

SCHEDULE – PUBLIC HEALTH PROTECTION**Public Health Protection Bylaw No. 6989****False Alarm Fee****Section 3.1.3.5**

Description	Fee
False alarm fee where the intentional or unintentional activation of a house alarm causes the unnecessary response of an inspector	\$105.00

SCHEDULE – PUBLICATION FEES

Publication Fees

Description	Fee
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$5.00
CD	\$75.75
Custom Mapping (per hour)	\$61.25
Design Specifications (contents only)	\$94.75
Drafting Standards	\$94.75
<u>Drawing Pints (As-Builts)</u>	
A-1 Size, 24" x 36"	\$5.00
B Size, 18" x 24"	\$3.25
<u>GIS Data Requests</u>	
Service fee	\$105.00
First layer*	\$150.00
Each additional layer*	\$52.00
CD or DVD of GIS layers of Municipal works of City of Richmond	\$6,212.00
Single-Family Lot Size Policy, March 1990	\$21.00
Supplemental Specifications and Detail Drawings (contents only)	\$94.75
<u>Street Maps</u>	
Large, 36" x 57"	\$7.75
Small, 22" x 34"	\$5.00
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$3.25
CD	\$75.75

**Fees are multiplied by the number of sections requested*

SCHEDULE – RCMP DOCUMENTATION FEES

RCMP Documentation Fees

Description	Fee	Units
Criminal Record Checks	\$56.25	
Criminal Record Checks - Volunteers	No Charge	
Police Certificate (including prints)	\$56.25	
Fingerprints	\$56.25	
Pardon applications/Records Clearance	\$56.25	
Name Change Applications	\$56.25	
Collision Analyst Report	\$531.00	
Field Drawing Reproduction	\$37.75	
Scale Drawing	\$107.00	
Mechanical Inspection Report	\$225.00	
Police Report and Passport Letter	\$56.25	
Insurance Claim Letter	\$56.25	
Court Ordered File Disclosure	\$56.25	
<i>*per page</i>	<i>*Plus</i> \$0.75	per page
<i>**Shipping cost</i>	<i>**Plus</i> \$7.25	
Photos 4" x 6" (per photo)	\$2.25	per photo
<i>***Shipping cost</i>	<i>***Plus</i> \$7.25	
Photos	\$1.25	each laser
Photos - Burn CD	\$17.50	
Video Reproduction	\$43.00	
Audio Tape Reproduction	\$41.00	

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION

Residential Lot (Vehicular) Access Regulation Bylaw No. 7222

Administration Fees

Section 2.3

Description	Fee
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$78.00

SCHEDULE – SIGN REGULATION

Sign Regulation Bylaw No. 5560

Sign Permit Fees

Description	Fee
Application processing fee*	\$47.00
Up to 5 m ²	\$47.00
5.01 m ² to 15 m ²	\$62.25
15.01 m ² to 25 m ²	\$93.00
25.01 m ² to 45 m ²	\$125.00
45.01 m ² to 65 m ²	\$166.00
65.01 m ² or more	\$208.00
Permit to alter a sign or relocate a sign on the same lot	\$47.00

**Each applicant for a sign permit shall submit the processing fee together with his application. Upon approval of the application, this fee will be a credit towards the appropriate permit fee levied as set out in this Schedule. In cases of rejection of an application, the processing fee will not be refunded.*

SCHEDULE – TREE PROTECTION

Tree Protection Bylaw No. 8057

Permit Fees

Sections 4.2, 4.6

Description	Fee
Permit application fee	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$52.00
Renewal, extension or modification of a permit	\$52.00

SCHEDULE – VEHICLE FOR HIRE REGULATION

Vehicle For Hire Regulation Bylaw No. 6900

Permit & Inspection Fees

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$5.50	per trunk
Towing permit	\$52.00	
Inspection fee for each inspection after the second inspection	\$26.25	

SCHEDULE – WATER USE RESTRICTION

Water Use Restriction Bylaw No. 7784

Permit Fees

Section 3.1

Description	Fee
New lawns or landscaping permit application fee	\$31.25

SCHEDULE – WATERCOURSE PROTECTION AND CROSSING**Watercourse Protection and Crossing Bylaw No. 8441****Application Fees**

Description	Fee
<u>Culvert</u>	
Application Fee	\$306.00
City Design Option	\$1,020.00
Inspection Fee *	\$20.50
<i>*Per linear metre of culvert</i>	
<u>Bridge</u>	
Application Fee	\$102.00
Inspection Fee	\$204.00

Note: There is no City Design Option for bridges



**Business Licence Bylaw No 7360,
Amendment Bylaw No. 8799**

The Council of the City of Richmond enacts as follows:

1. Business Licence Bylaw No. 7360 is hereby amended by:
 - a. Deleting from the Table of Contents Schedule A, Schedule B and Schedule C.
 - b. In section 1.1 (b) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - c. In section 2.1.27.2 (a) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - d. In section 2.1.27.4 (a) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - e. In section 2.1.27.6 (a) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - f. In section 2.3.2 (e) the words "Schedule C, which is attached to and forms a part of this bylaw" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - g. In section 2.4.1(g) the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - h. In section 3.11 the words "Schedule A" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - i. In section 4.3.4 the words "Schedule B, which is attached to and forms a part of this bylaw" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - j. In section 4.3.5 (a) (ii) the words "Schedule B" are deleted and replaced with "the Consolidated Fee Bylaw No. 8636".
 - k. Schedule A to Bylaw No. 7360 is deleted in its entirety.
 - l. Schedule B to Bylaw No. 7360 is deleted in its entirety.

- m. Schedule C to Bylaw No. 7360 is deleted in its entirety.
2. This Bylaw is cited as "Business Licence Bylaw No. 7360, Amendment Bylaw No. 8799".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor




City of Richmond

Report to Committee

To: Finance Committee

Date: September 20, 2011

From: George Duncan
Chief Administrative Officer
& President and CEO
Richmond Olympic Oval


File:

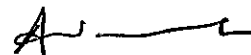
Andrew Nazareth
General Manager, Business and Financial Services
& Chief Financial Officer, Richmond Olympic Oval

Re: 2nd Quarter 2011 - Financial Information for the Richmond Olympic Oval Corporation

Staff Recommendation

That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2011 from the Controller of the Richmond Olympic Oval Corporation be received for information.


George Duncan
Chief Administrative Officer
& President and CEO
Richmond Olympic Oval


Andrew Nazareth
General Manager, Business and Financial Services
& Chief Financial Officer, Richmond Olympic Oval

REVIEWED BY TAG

YES

NO

file ☒

☐



DATE: September 28, 2011

TO: George Duncan
Chief Executive Officer, Richmond Olympic Oval Corporation

Andrew Nazareth
Chief Financial Officer, Richmond Olympic Oval Corporation

John Mills
General Manager, Richmond Olympic Oval Corporation

FROM: Rick Dusanj, CA
Controller, Richmond Olympic Oval Corporation

Re: Richmond Olympic Oval Corporation – 2nd Quarter 2011 Financial information

Origin

Section 7.3 of the Operating Agreement between the City of Richmond (the "City") and the Richmond Olympic Oval Corporation (the "Corporation") requires reporting with respect to business plans, budgets, audited financial statements, and quarterly comparisons of actual results to budget along with projections to fiscal year end. This staff report deals with the second quarter business plan and financial results for the 3 months ended June 30, 2011 ("Q2").

Business Plans and Planning

Highlights of the activities undertaken by Oval staff during Q2 are described below.

Community use

A Community Engagement Program was launched in February 2011 in order to develop greater interest and community involvement in the use of the Oval facilities. Oval open houses and tours were attended by 51 people from 28 groups representing local sports, arts and culture, community associations, social services agencies, Richmond School District and Vancouver Coastal Health. The Oval team hosted targeted consultations with representatives from the Richmond Arenas Community Association Board and their associate member ice user groups, presidents from the Richmond Community Associations, Tourism Richmond's Executive Director and senior staff, Richmond School District Athletic Director, and the Richmond Sports Council President.

The Oval continues to provide access of its facility to the Richmond community. Approximately 83% of the Oval members are Richmond residents. In addition, for those rentals that have already been confirmed for the fourth quarter of 2011, Richmond organizations and residents represent a majority of the usage of the ice, track and court areas during prime time. The percentage of prime

time usage by Richmond organizations and residents already confirmed for the fourth quarter is 73% of ice usage, 58% of track usage, and 81% of court usage.

The Oval continues its efforts to host local and national events. Some of the major events that took place during Q2 included Volleyball BC 18 and under Provincial Championships, the Canadian Fencing Federation Western Championships, Canadian Junior National Badminton Championships, British Columbia Recreation & Parks Association Symposium, Handball National Championships, and Wushu CAN-AM Championships. Some of the upcoming events include the TSN Glen Sutor Football Camp, the 2012 National Karate Championships, 2012 Canadian Short Track Championship, 2012 Canadian Sport Tourism Alliance Sport Events Congress, 2012 National Wheelchair Basketball Championship, and 2012 Yonex Canada Open.

High Performance Sport

The programs run by the Center of Excellence include the Volleyball Centre of Excellence and the Table Tennis Centre of Excellence. These programs continue to grow and attract participants.

Leasing

LifeMark Sports Medicine officially opened operations in May 2011.

Legacy Partners ("Sponsors")

Sponsorship revenue was earned during Q2.

Governance

A meeting of the Corporation's Board of Directors took place on April 27, 2011. In addition meetings of the Audit & Finance Committee and the Business & Budget Planning Committee took place during Q2.

Comments on the Financial Results for Q2

Basis of Accounting – The unaudited financial statements and budget have been prepared in accordance with Canadian Generally Accepted Accounting Principles (GAAP) on a full accrual basis. The one exception to this is the transfer of \$850,000 to the Capital Reserve which represents one-half of the \$1.7M that is required in accordance with the Richmond Oval Agreement between the City and the Oval. The Company will be adopting Public Sector Accounting Board ("PSAB") standards of accounting in 2011. The Q2 financial statements and the budget have not been converted to PSAB. The statements incorporate the following concepts:

- 1) The 2011 approved budget is based on fiscal 2011 having operating revenues and operating expenses at levels for a normal year's uninterrupted operations.
- 2) The contribution received from the City of \$3.0 million in March and the 2010 Annual Distributable Amount from the 2010 Games Operating Trust ("GOT") of \$2.7 million are deferred and amortized to revenue at a rate of 1/12 per month. Cash in excess of current needs has been invested by the City.

Analysis of Significant Variances for Q2:

Revenues from memberships and admissions of \$508,000 had a positive variance of \$17,000 when compared to the budget. Registered programs revenue was \$132,000 and had a negative variance of \$9,000 when compared to budget. Event and room rental revenue during Q2 was \$268,000 and had a positive variance of \$27,000 to budget. Other Revenue of \$245,000 was recorded during the quarter, which mainly included \$99,000 of Sponsorship, \$67,000 of parking and \$44,000 of Space leasing.

3 months **Salaries and Benefits** for Q2 were \$181,000 (13%) under budget. The favorable variance was attributable to the following:

- Membership Sales salaries and benefits were \$59,000 under budget primarily due to temporarily vacant positions in the Program Services and Membership Sales department;
- The salaries and benefits of the Operations department were \$36,000 under budget as a result of fewer casual operation staff hired in Q2; and
- Finance and Administration salaries and benefits were \$32,000 under budget primarily due a temporary vacant staff position.

Aggregate **Program Services** costs over the second quarter of 2011, excluding marketing, were \$584,000, which is \$111,000 (16%) under budget mainly due to salaries being under budget as previously explained.

Marketing costs in Q2 were \$48,000 under budget mainly due to favorable variances in the membership and the general marketing budget.

Facility Operations expenses were \$101,000 under budget during Q2 mainly due to lower salaries (\$36,000), lower repairs and maintenance (\$27,000) and lower supplies (\$14,000).

Utilities show a positive variance of \$17,000 (8%) which is fairly consistent with the budget for Q2.

Administration and Finance expenses for the second quarter were \$497,000 being \$48,000 (9%) under budget mainly due to salary and benefits being \$32,000 under budget primarily due to the departure of the previous Controller.

The total expenses in Q2 for controllable costs in the **Program Services, Facility Operations and Administration and Finance Departments**, before utilities and amortization, showed a positive variance of \$308,000.

Summary

The 3 months ended June 30, 2011 was budgeted at a net income of \$48,000 and the actual results show a net income, before transfers of \$425,000 to the Capital Reserve, of \$574,000; a favorable variance of \$526,000. This is mainly due to favorable variances as discussed above. The approved budget for fiscal year 2011 is projected to have net income of \$601,000 before any transfers to the Capital Reserve and has not been revised based on the favorable variances in Q1 and Q2. If the trend continues, the Oval will perform substantially better than the budget.



Rick Dusanj, CA
Controller, Richmond Olympic Oval Corporation

cc: Shana Turner
Director, Administration & Corporate Services, Richmond Olympic Oval Corporation

RICHMOND OLYMPIC OVAL CORPORATION

Statement of Earnings

For the six months ended June 30, 2011

Unaudited, prepared by management

	QTR 2 2011				6 months 2011				Approved Budget 2011
	BUDGET	ACTUALS	\$ Variance Fav/(Unfav)	% Variance Fav/(Unfav)	BUDGET	ACTUALS	\$ Variance Fav/(Unfav)	% Variance Fav/(Unfav)	
Revenue from operations:									
Membership/admission	\$ 491,200	\$ 507,974	16,774	3%	\$ 903,198	\$ 942,367	39,169	4%	\$ 2,123,987
Registered program	140,348	131,749	(8,599)	-6%	304,489	313,689	9,200	3%	758,072
Rental of rooms/equipment and events	240,356	267,653	27,297	11%	652,607	690,385	37,778	6%	1,269,495
Funding from Games Operating Trust	625,000	684,850	59,850	10%	1,250,000	1,369,699	119,699	10%	2,500,000
City of Richmond contributions	755,625	755,625	-	0%	1,511,250	1,511,250	-	0%	3,022,500
Other	219,634	245,444	25,811	12%	419,179	435,313	16,134	4%	881,337
Total revenue	2,472,163	2,593,295	121,132	5%	5,040,723	5,262,703	221,980	4%	10,555,391
Expenses:									
Program services:									
Client services	155,644	122,789	32,855	21%	311,289	255,613	55,676	18%	622,575
Event services	38,063	26,470	11,593	30%	76,126	79,260	(3,134)	-4%	152,252
Sport services	258,233	257,909	324	0%	547,882	473,575	74,307	14%	1,171,772
Fitness services	147,776	137,361	10,415	7%	295,552	275,262	20,290	7%	583,416
General program and membership sales	95,136	39,534	55,603	58%	195,974	88,800	107,174	55%	388,148
Marketing	153,741	105,728	48,012	31%	307,481	207,648	99,833	32%	614,960
Total program expenses	848,592	689,791	158,801	19%	1,734,304	1,380,158	354,146	20%	3,533,123
Facility Operations	603,529	502,083	101,446	17%	1,205,949	1,045,698	160,251	13%	2,415,081
Utilities	221,550	204,418	17,132	8%	553,875	400,180	153,695	28%	1,107,750
Admin/Finance	545,270	497,249	48,021	9%	1,063,957	1,030,542	33,415	3%	2,078,605
Contingencies	80,418	-	80,418	100%	160,836	-	160,836	100%	321,674
Amortization	124,549	125,330	(781)	-1%	249,098	248,882	215	0%	498,195
Total expenses	2,423,908	2,018,870	405,037	17%	4,968,017	4,105,459	862,558	17%	9,954,428
Net earnings for the period before transfers	\$ 48,255	\$ 574,424	526,169		\$ 72,706	\$ 1,157,244	1,084,538		\$ 600,963
Transfer to Capital Reserve		425,000				850,000	**		
Net earnings for the period after transfers	\$ 48,255	149,424			\$ 72,706	307,244			

** This represents one-half of the \$1.7M transfer to the Capital Reserve in accordance with the Richmond Oval Agreement between the City and the Oval.

NOTE:

- 1) Numbers may be off due to rounding.
- 2) See accompanying report on the results for the second quarter and the fiscal year 2011.