



## Finance Committee

Anderson Room, City Hall  
6911 No. 3 Road

Monday, October 5, 2015

Immediately following the General Purposes Committee meeting

Pg. #      ITEM

### MINUTES

**FIN-3**      *Motion to adopt the **minutes** of the meeting of the Finance Committee held on September 21, 2015.*



### FINANCE AND CORPORATE SERVICES DIVISION

1. **BYLAW NO. 9271 – PERMISSIVE EXEMPTION (2016) BYLAW**  
(File Ref. No. 12-8060-20-009271) (REDMS No. 4649529)

**FIN-7**

**See Page FIN-7 for full report**

*Designated Speaker: Ivy Wong*

### STAFF RECOMMENDATION

*That Permissive Exemption (2016) Bylaw No. 9271 be introduced and given first, second, and third readings.*



## Finance Committee Agenda – Monday, October 5, 2015

Pg. #

ITEM

2. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9272**

(File Ref. No. 12-8060-20-009272) (REDMS No. 4649789)

**FIN-49**

[See Page FIN-49 for full report](#)

*Designated Speaker: Ivy Wong*

**STAFF RECOMMENDATION**

*That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272 be introduced and given first, second and third readings.*

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3. **AMENDMENTS TO THE 5 YEAR FINANCIAL PLAN (2015-2019) BYLAW 9296**

(File Ref. No. 12-8060-20-009296) (REDMS No. 4724953 v. 13)

**FIN-93**

[See Page FIN-93 for full report](#)

*Designated Speaker: Jerry Chong*

**STAFF RECOMMENDATION**

*That the 5 Year Financial Plan (2015-2019) Bylaw 9220, Amendment Bylaw 9296, which would incorporate and put into effect changes previously approved by Council and changes to the 2015 Capital, Utility and Operating Budgets, be introduced and given first, second and third readings.*

☐

**ADJOURNMENT**

☐



## Finance Committee

Date: Monday, September 21, 2015

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Carol Day (entered at 4:22 p.m.)  
Councillor Ken Johnston  
Councillor Alexa Loo (entered at 4:22 p.m.)  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:19 p.m.

## MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on July 6, 2015, be adopted as circulated.*

**CARRIED**

## FINANCE AND CORPORATE SERVICES DIVISION

### 1. PURCHASING POLICY AMENDMENTS

(File Ref. No. 02-0745-00) (REDMS No. 4595006 v. 5 )

Jerry Chong, Director, Finance, accompanied by Syd Stowe, Manager, Purchasing, provided background information on the proposed policy housekeeping amendments, noting they are to ensure compliance with (i) the proposed amended Officer and General Manager Bylaw and (ii) the New West Partnership Trade Agreement.

**Finance Committee**  
**Monday, September 21, 2015**

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In response to queries from Committee, Mr. Chong provided the following additional information:

- contract signing authorities remain unchanged;
- current authority limits remain the same; once the budget has been approved by Council, the Chief Administrative Officer and a General Manager can award construction contract of any value; goods and services greater than \$500,000 are approved by Council;
- Council is provided quarterly reports on contract awards; and
- the environmental and sustainability purchasing component is incorporated in *Policy 1400 - Corporate Sustainability Policy*.

*Councillors Day and Loo entered the meeting (4:22 p.m.).*

The Chair directed that copies of *Policy 1400 - Corporate Sustainability Policy* and *Policy 3103 – Environmental Purchasing Policy* be provided to Council prior to the next Regular Council meeting.

It was moved and seconded

***That:***

- (1) Policy 3105 (Purchasing Policy – Construction Management Projects), be rescinded;***
- (2) Policy 3103 (Environmental Purchasing Policy) be rescinded;***
- (3) Policy 3104 (Procurement Policy), adopted by Council on May 8, 2006 be amended as set out in Attachment 3 of the staff report titled "Purchasing Policy Amendments," dated July 21, 2015, from the Director, Finance; and***
- (4) Policy 3709 (Financial Signing Authorities Policy), adopted by Council on May 8, 2006 be amended as set out in Attachment 4 of the staff report titled "Purchasing Policy Amendments," dated July 21, 2015, from the Director, Finance.***

**CARRIED**

**2. FINANCE POLICY AMENDMENTS AND OFFICER AND GENERAL MANAGER BYLAW AMENDMENTS**

(File Ref. No. 12-8060-20-009217) (REDMS No. 4710755)

It was moved and seconded

- (1) That Council Policy 2003 (Disposal of City Assets) be amended as set out in Attachment 3 of the staff report titled "Finance Policy Amendments," dated July 28, 2015, from the Director, Finance, and Director, City Clerk's Office;***

**Finance Committee**  
**Monday, September 21, 2015**

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- (2) *That Council Policy 3001 (Budget Amendments) be amended as set out in Attachment 4 of the staff report titled "Finance Policy Amendments and Officer and General Manager Bylaw Amendments," dated July 28, 2015, from the Director, Finance, and Director, City Clerk's Office; and*
- (3) *That Officer and General Manager Bylaw No. 8125, Amendment Bylaw No. 9217 be introduced and given first, second and third readings.*

**CARRIED**

3. **FINANCIAL INFORMATION – 2<sup>ND</sup> QUARTER JUNE 30, 2015**  
(File Ref. No.) (REDMS No. 4668743)

It was moved and seconded

*That the staff report titled "Financial Information – 2<sup>nd</sup> Quarter June 30, 2015," dated August 22, 2015, from the Director, Finance, be received for information.*

The question on the motion was not called as in reply to a query from Committee, Cindy Gilfillan, Manager, Financial Reporting, commented that the office vacancy rate was based on the Industrial MarketBeat report by Cushman and Wakefield.

The Chair directed that a copy of the report be provided to Council prior to the next Regular Council meeting as well as to the Economic Advisory Committee.

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

**RICHMOND OLYMPIC OVAL CORPORATION**

4. **2<sup>ND</sup> QUARTER 2015 – FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION**  
(File Ref. No.) (REDMS No.)

It was moved and seconded

*That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2015 from the Controller of the Richmond Olympic Oval Corporation be received for information.*

The question on the motion was not called as in reply to queries from Committee, Rick Dusanj, Controller, Richmond Olympic Oval Corporation, provided the following information:

**Finance Committee**  
**Monday, September 21, 2015**

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- the current reserve balance is approximately \$265,000; however, transfers to capital reserves are not finalized until year end by the Capital Works Committee in accordance with the operating agreement;
- approximately \$258,000 has been expensed to marketing;
- the variances in the marketing and admin/finance budgets are due to initiatives commencing in the second half of the year and to savings in the contingency budget respectively; and
- “Other Revenues” includes leasing, revenue and sponsorship income.

Committee requested that a draft reserve balance be provided quarterly and that further information be included in future quarterly reports related to budget variances (i.e., anticipated income and outstanding expenditures).

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

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:35 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 September 21, 2015.

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Mayor Malcolm D. Brodie  
Chair

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Heather Howey  
Legislative Services Coordinator



# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** August 31, 2015

**From:** Jerry Chong  
Director, Finance

**File:** 03-0925-02-01/2015-  
Vol 01

**Re:** Bylaw No. 9271 - Permissive Exemption (2016) Bylaw

### Staff Recommendation

That Permissive Exemption (2016) Bylaw No. 9271 be introduced and given first, second, and third readings.

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

Att. 1

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

## Staff Report

### Origin

Permissive exemptions are provided to various properties in accordance with Sections 220 and 224 of the *Community Charter* and Council Policy 3561.01. The exemption bylaw must be adopted by October 31<sup>st</sup> each year to be effective for the following year.

This report supports Council's 2014-2018 Term Goal #7 Strong Financial Stewardship:

*Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.*

*7.1. Relevant and effective budget processes and policies.*

*7.2. Well-informed and sustainable financial decision making.*

*7.3. Transparent financial decisions that are appropriately communicated to the public.*

### Analysis

Owners of exempted properties in 2015 were contacted and verified of their eligibility for exemptions in the coming year. Changes to the 2016 bylaw are listed in Appendix 1.

New applications for Council consideration are:

1. Canadian Sport Institute Pacific Society (CSI Pacific)

CSI Pacific is a non-profit tenant at the Richmond Oval. This organization provides world-leading Olympic and Paralympic daily training environments to elite athletes and coaches in BC. Its programs are designed to identify, develop, and support the next generation of Canadian athletic and coaching/leadership talent. Support of local athletes and coaches comes in the form of Sport Science and Sport Medicine Services.

CSI Pacific at 6111 River Road qualifies for permissive exemption under Council Policy 3561 as a City owned property leased to a non-profit organization.

2. The Ismaili Jamatkhana and Centre

Owner of the property requested a permissive exemption based on its status as a religious organization. The organization has held services at the leased location of 7900 Alderbridge Way for over 20 years and has moved to 4000 May Drive in September 2015.

Staff conducted a joint site visit of the 4.17 acre property with BC Assessment. Majority of the building qualifies as a place of worship and BC assessment will be providing a



statutory exemption for that portion. Through the permissive exemption process, the City will exempt the remaining hall areas and a portion of their parking facilities.

### 3. Western Recovery Foundation (Turning Point)

The owner of the property requests a permissive exemption for the property at 10411 Odlin Road based on its status as a community care facility licensed under the Community Care Act. The organization provides health and medical services and self-sufficiency training to recovering patients.

Property qualifies for an exemption under Council Policy 3561 as an organization meeting section 224(2)(a) – a charitable philanthropic or other not for profit corporation and 224(2)(j) - a licensed community care facility under the Community Care and Assisted Living Act.

New applications not qualifying for a 2015 permissive exemption:

#### 1. Buddhist Compassion Relief Tzu Chi Foundation of Canada (2160-8788 McKim Way)

The owner of this property requested a permissive exemption based on its status as a religious and charitable organization under the Income Tax Act. The property is used predominately as meeting spaces for their Richmond chapter. BC Assessment has rejected their request for a religious exemption because there are no areas on the site that is set aside specifically for worship. Since the property was not given a statutory exemption by BC Assessment, the property will not qualify for a permissive exemption for religious use. In addition, the property is not a qualifying non-profit organization (“NPO”) under Council Policy 3561 and therefore cannot be given a permissive exemption as a NPO.

Amendments to Bylaw 9271:

#### 1. Ismaili Council for British Columbia – 7900 Alderbridge Way

With the organization’s move to 4000 May Drive, the leased facility at 7900 Alderbridge Way will no longer qualify for a permissive exemption starting January 2016 and the property must be removed from the bylaw.

As part of the review, staff ensured that the No. 5 Road backlands met farming requirements. There were no significant changes to the farming activity on these properties since the prior year.

### **Financial Impact**

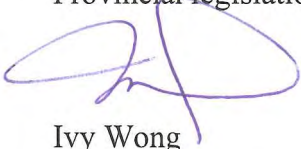
Property tax exemptions impact the City’s finances by reducing the total assessed value of properties subject to taxation. This results in the City recovering the shortfall through tax increases to general taxpayers.

Church properties represent the largest number of permissively exempted properties and accounts for approximately \$604,399 in direct municipal taxes waived in 2015. Exempted non-

City owned properties account for approximately \$118,186 in waived taxes and City owned or leased properties account for approximately \$2,371,110.

### **Conclusion**

Permissive exemptions are granted by Council annually to qualifying organizations that provide social benefit to the Community. Bylaw 9271 will provide tax exemptions in accordance with Provincial legislation and the Council Policy.



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

IW:gjn

- Att. 1: Appendix 1
- 2: Permissive Exemption (2016) Bylaw No. 9271

**Appendix 1**

<b>ROLL NO</b>	<b>ORGANIZATION NAME</b>	<b>CIVIC ADDRESS</b>	<b>ADDITIONS</b>
057-902-804	<b>Canadian Sport Institute Pacific Society</b>	2005 – 6111 River Road	To Schedule I
084-310-003	<b>Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre)</b>	4000 May Drive	To Schedule B
084-988-041	<b>Western Recovery Foundation</b>	10411 Odlin Road	To Schedule F

<b>ROLL NO</b>	<b>ORGANIZATION NAME</b>	<b>CIVIC ADDRESS</b>	<b>DELETIONS</b>
057-573-004	<b>Ismaili Council for British Columbia</b>	7900 Alderbridge Way	From Schedule D



## Permissive Exemption (2016) Bylaw No. 9271

The Council of the City of Richmond enacts as follows:

1. This Bylaw is cited as “**Permissive Exemption (2016) Bylaw No. 9271**”.

### **PART ONE: RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION**

- 1.1 Pursuant to Section 224(2)(f) of the Community Charter, the religious halls and the whole of the parcels of land surrounding the religious 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 2016 year.
- 1.2 Pursuant to Section 224(2)(f) of the Community Charter, the portions of the parcels of land and improvements surrounding the religious halls shown on Schedule B are considered necessary to an exempt building set apart for public worship, and are hereby exempt from taxation for the 2016 year.
- 1.3 Notwithstanding Sections 1.1 and 1.2 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(f) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the Community Charter.

### **PART TWO: SCHOOL AND TENANTED RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION**

- 2.1 Pursuant to Section 224(2)(h) of the Community Charter, the whole or portions of the parcels of land 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 C are hereby exempt from taxation for the 2016 year.
- 2.2 Notwithstanding Section 2.1 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(h) will be granted to any parcel of land for which an associated building 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 D are hereby exempt from taxation for the 2016 year.

### **PART THREE: CHARITABLE AND RECREATIONAL PROPERTIES PERMISSIVE EXEMPTION**

- 3.1** Pursuant to Section 224(2)(a) of the Community Charter, the whole of the parcels of land shown on Schedule E are hereby exempt from taxation for the 2016 year.
- 3.2** Notwithstanding Section 3.1 of this bylaw, no additional exemption from taxation pursuant to Section 3.1 of this bylaw will be granted to any parcel of land for which an associated building 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)(a) and Section 224(2)(j) of the Community Charter, the whole of the parcels of land and improvements shown on Schedule F are hereby exempt from taxation for the 2016 year.
- 3.4** Pursuant to Section 224(2)(a) and Section 224(2)(k) of the Community Charter, the whole of the parcels of land and improvements shown on Schedule G are hereby exempt from taxation for the 2016 year.
- 3.5** Pursuant to Section 224(2)(a) of the Community Charter, the whole or portions of the parcels of land and improvements shown on Schedule H are hereby exempt from taxation for the 2016 year.
- 3.6** Pursuant to Section 224(2)(i) of the Community Charter, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2016 year.
- 3.7** Pursuant to Section 224(2)(d) of the Community Charter, the whole or portions of land and improvements shown on Schedule J are hereby exempt from taxation for the 2016 year.

### **PART FOUR: MISCELLANEOUS PROVISIONS**

- 4.1** Schedules A through J inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Permissive Exemption Bylaw 9158 is hereby repealed in its entirety.
- 4.3** This Bylaw is cited as **“Permissive Exemption (2016) Bylaw No. 9271”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9271

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Bakerview Gospel Chapel</b> (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	<b>Bakerview Gospel Chapel</b> 10260 Algonquin Drive Richmond, B.C. V7A 3A4
<b>Beth Tikvah Congregation and Centre Association</b> (099-358-999) 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	<b>Beth Tikvah Congregation and Centre Association</b> 9711 Geal Road Richmond, B.C. V7E 1R4
<b>Brighthouse United Church Hall</b> (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	<b>Congregation of the United Church of BC</b> 8151 Bennett Road Richmond, B.C. V6Y 1N4
<b>Canadian Martyrs Parish</b> (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	<b>Roman Catholic Archbishop of Vancouver</b> 5771 Granville Avenue Richmond, B.C. V7C 1E8
<b>Christian and Missionary Alliance</b> (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	<b>North Richmond Alliance Church</b> 3360 Sexsmith Road Richmond, B. C. V6X 2H8
<b>Christian Reformed Church of Richmond</b> (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	<b>Christian Reformed Church of Richmond</b> 9280 No. 2 Road Richmond, B.C. V7E 2C8

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9271

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Church in Richmond</b> (083-953-080) 4460 Brown Road	PID 028-628-110 Lot 7 Section 33 Block 5 North Range 6 West New Westminster District Plan 3318 Part S 1/2, Except Plan 24362, Exp 24381	<b>Church in Richmond</b> 4460 Brown Road Richmond BC V6X 2E8
<b>Conference of The United Mennonite Churches of B.C.</b> (080-792-000) 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	<b>Conference of Mennonites in B.C.</b> c/o Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
<b>Convention of Baptist Churches of B.C.</b> (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	<b>Convention of Baptist Churches of B.C.</b> 8140 Saunders Road Richmond, B.C. V7A 2A5
<b>Emmanuel Christian Community Society</b> (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	<b>Emmanuel Christian Community Society</b> 10351 No. 1 Road Richmond, B.C. V7E 1S1
<b>Fujian Evangelical Church</b> (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	<b>Fujian Evangelical Church</b> 12200 Blundell Road Richmond, B.C. V6W 1B3
<b>Gilmore Park United Church</b> (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	<b>Congregation of the Gilmore Park United Church</b> 8060 No. 1 Road Richmond, B.C. V7C 1T9
<b>I Kuan Tao (Fayi Chungder) Association</b> (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	<b>I Kuan Tao (Fayi Chungder) Association</b> #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9271

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Immanuel Christian Reformed Church</b> (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	<b>Immanuel Christian Reformed Church</b> 7600 No. 4 Road Richmond, B.C. V6Y 2T5
<b>Johrei Fellowship</b> (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	<b>Johrei Fellowship Inc.</b> 10380 Odlin Road Richmond, B.C. V6X 1E2
<b>Lansdowne Congregation Jehovah's Witnesses</b> (061-569-073) 11014 Westminster Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	<b>Trustees of the Lansdowne Congregation Jehovah's Witnesses</b> c/o Doug Ginter 43-8120 General Currie Road Richmond, B.C. V6Y 3V8
<b>Lutheran Church Hall</b> (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	<b>Our Saviour Lutheran Church of Richmond BC</b> 6340 No. 4 Road Richmond, B.C. V6Y 2S9
<b>Meeting Room</b> (025-166-010) 8020 No. 5 Road Property owner registered as Gabe Csanyi, Jonathan Csanyi, Wayne Coleman, Bruce Anstey	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	<b>Meeting Room</b> Attn: Jonathan Csanyi 9034 187 Street Surrey, BC V4N 3N4
<b>North Richmond Alliance Church</b> (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	<b>North Richmond Alliance Church</b> 9140 Granville Avenue Richmond, B.C. V6Y 1P8
<b>Our Saviour Lutheran Church of Richmond</b> (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	<b>Our Saviour Lutheran Church of Richmond</b> 6340 No. 4 Road Richmond, B.C. V6Y 2S9



## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9271

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>The Public School of Vancouver Archdiocese</b> (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	<b>Catholic Independent Schools of Vancouver Archdiocese</b> St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2
<b>Richmond (Bethel) Mennonite Church</b> (030-869-001) 10160 No. 5 Road	PID 017 945 054 Lot A (BF302986) Section 31 Block 4 North Range 5 West New Westminster District Plan 35312	<b>B.C. Conference of the Mennonite Brethren Churches</b> 10200 No. 5 Road Richmond, B.C. V7A 4E5
<b>Richmond Chinese Evangelical Free Church</b> (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	<b>Richmond Chinese Evangelical Free Church Inc.</b> 8040 No. 5 Road Richmond, B.C. V6Y 2V4
<b>Richmond Chinese Alliance Church</b> (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	<b>Christian and Missionary Alliance (Canadian Pacific District)</b> 107 – 7585 132 <sup>nd</sup> Street Surrey, B.C. V2W 1K5
<b>Richmond Faith Fellowship</b> (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	<b>Northwest Canada Conference Evangelical Church</b> 11960 Montego Street Richmond, B.C. V6X 1H4
<b>Richmond Gospel Hall</b> (098-373-006) 5651 Francis Road	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	<b>Congregation of the Richmond Gospel Hall</b> 5651 Francis Road Richmond, B.C. V7C 1K2

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9271

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Richmond Pentecostal Church</b> (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	<b>Pentecostal Assemblies of Canada</b> 9300 Westminister Highway Richmond, B.C. V6X 1B1
<b>Richmond Presbyterian Church</b> (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	<b>Trustees of Richmond Congregation of Presbyterian Church</b> 7111 No. 2 Road Richmond, B.C. V7C 3L7
<b>Richmond Sea Island United Church</b> (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	<b>Congregation of the Richmond United Church of Canada</b> 8711 Cambie Road Richmond, B.C. V6X 1K2
<b>The Salvation Army Richmond</b> (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	<b>Governing Council of the Salvation Army Canada West</b> 8280 Gilbert Road Richmond, B.C. V7C 3W7
<b>South Arm United Church Hall</b> (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)	<b>Congregation of the South Arm United Church of Canada</b> 11051 No. 3 Road Richmond, B.C. V6X 1X3
<b>St. Edward Anglican Church</b> (081-318-001) 10111 Bird Road	PID 018-436-994 Parcel 1 Block B Section 26 Block 5 North Range 6 West New Westminster District Reference Plan LMP12276	<b>Parish of St. Edward, Bridgeport</b> 1410 Nanton Avenue Vancouver BC V6H 2E2

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9271

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Steveston Congregation of Jehovah's Witnesses</b> (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	<b>Steveston Congregation of Jehovah's Witnesses</b> Attn: Richard Barton 3831 Barmond Avenue Richmond, B.C. V7E 1A5
<b>Steveston United Church</b> (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	<b>Trustees of Steveston Congregation of United Church of Canada</b> 3720 Broadway Street Richmond, B.C. V7E 4Y8
<b>Subramaniya Swamy Temple</b> (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	<b>Subramaniya Swamy Temple of B.C.</b> 8840 No. 5 Road Richmond, B.C. V6Y 2V4
<b>Trinity Pacific Church</b> (076-082-008) 10011 No. 5 Road	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	<b>Trinity Pacific Church</b> 10011 No. 5 Road Richmond, B.C. V7A 4E4
<b>United Church Hall</b> (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	<b>Congregation of the Richmond United Church of Canada</b> 8711 Cambie Road Richmond, B.C. V6X 1K2
<b>Vancouver International Buddhist Progress Society</b> (082-265-053) 6670 – 8181 Cambie Road	PID 018-553-532 Lot 53 Section 28 Block 5 North Range 6 West New Westminster District Plan LMS 1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9271

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Walford Road Gospel Church</b> (081-608-000) 9291 Walford Street	PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534	<b>Holy Spirit Association For The Unification Of World Christianity</b> 9291 Walford Street Richmond, B.C. V6X 1P3

**PORTIONS OF LAND & IMPROVEMENTS  
FOR PLACE OF PUBLIC WORSHIP**

**SCHEDULE B to BYLAW 9271**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre)</b> (084-310-003) 4000 May Drive	PID 029-176-263 Lot A Section 34 Block 5 North Range 6 West New Westminster District Plan EPP32741	<b>Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre)</b> 4000 May Drive Richmond, B.C.	100% of footprint of building 25,000 sq. ft. for parking	Remainder of land not exempted	100%	0%
<b>Assumption of the Blessed Virgin Mary Ukrainian Catholic Church</b> (098-394-005) 8700 Railway Avenue Manse	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	<b>Ukrainian Catholic Episcopal Corp. of MB</b> 5180 Cantrell Road Richmond, B.C. V7C 3G8	97.65% 2,031.18 m <sup>2</sup>	2.35% 48.82 m <sup>2</sup>	75.6% of Manse Building 302.59 m <sup>2</sup>  100% of Religious Hall	24.4% of Manse Building 97.64 m <sup>2</sup>
<b>Bethany Baptist Church</b> (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres)	PID 018-604-897 Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648	<b>Bethany Baptist Church</b> 22680 Westminster Highway Richmond, B.C. V6V 1B7	42% 8,999.7 m <sup>2</sup> 2.224 acres	58% 12,427.9 m <sup>2</sup> 3.071 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS  
FOR PLACE OF PUBLIC WORSHIP**

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<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>BC Muslim Association</b> (025-243-080) 12300 Blundell Road (Site Area 4.78 Acres)	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	<b>BC Muslim Association</b> 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m <sup>2</sup> 2.086 acres	56.4% 10,903.97 m <sup>2</sup> 2.694 acres	100%	0%
<b>Canadian Martyrs Parish</b> (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	<b>Roman Catholic Archbishop of Vancouver</b> 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m <sup>2</sup> 2.23 acres	7% 680 m <sup>2</sup> 0.17 acres	100%	0%
<b>Church of Latter Day Saints</b> (074-575-000) 8440 Williams Road (Site Area 2.202 acres)	PID 009 210 890 Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922	<b>Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-Day Saints</b> c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street Salt Lake City, Utah, 84150- 2201	90.8% 8,093.7 m <sup>2</sup> 2.00 acres	9.2% 817.5 m <sup>2</sup> 0.202 acres	100%	0%

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<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Cornerstone Evangelical Baptist Church</b> (024-279-000) 12011 Blundell Road Church Parking	PID 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 on Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	<b>Cornerstone Evangelical Baptist Church of Vancouver</b> 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m <sup>2</sup>	90% 46,426.6 m <sup>2</sup>	100%	0%
<b>Dharma Drum Mountain Buddhist Association</b> (025-222-030) 8240 No. 5 Road Manse	PID 003-740-315 Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080	<b>Dharma Drum Mountain Buddhist Association</b> 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m <sup>2</sup> 0.836 acres	65.2% 6,333 m <sup>2</sup> 1.565 acres	71.8% 729.75 m <sup>2</sup>	28.2% 286.33 m <sup>2</sup>
<b>Fraserview Mennonite Brethren</b> (080-623-027) 11295 Mellis Drive (Site Area 2.79 Acres)	PID 000 471 780 That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	<b>BC Conference of the Mennonite Brethren Churches</b> 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m <sup>2</sup> 1.996 acres	28.3% 3,180.3 m <sup>2</sup> 0.794 acres	100%	0%

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<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>India Cultural Centre of Canada</b> (024-908-040) 8600 No 5 Road Manse & Parking	PID 004-328-850 Lot 19 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	<b>India Cultural Centre of Canada</b> 8600 No 5 Road Richmond, B.C. V6Y 2V4	43.9% 21,778.93 m <sup>2</sup>	56.1% 27,828.07 m <sup>2</sup>	Remaining portion of Building	100% of Manse 103.87 m <sup>2</sup>
<b>International Buddhist Society</b> (046-195-007) 9160 Steveston Highway Manse The land under the taxable improvements situated on this property shall also be assessed as taxable.	PID 026-438-160 Section 3 Block 3 North Range 6 West New Westminster District Plan BCP19994 Parcel 1	<b>International Buddhist Society</b> 9160 Steveston Highway Richmond, B.C. V7A 1M5	36.5% 16,458.69 m <sup>2</sup>	63.5% 28,622.31 m <sup>2</sup>	83.2% of remaining hall 3,132.4 m <sup>2</sup>  0% of farm buildings	16.8% of hall used for Manse and dining 632.0 m <sup>2</sup>  100% of farm buildings
<b>Ling Yen Mountain Temple</b> (030-901-000) 10060 No. 5 Road (Site Area 4.916 Acres) Manse	PID 025-566-806 Lot 42 Except: Part Dedicated Road on Plan LMP22689, Section 31 Block 4 North Range 5 West New Westminster District Plan 25987	<b>Ling Yen Mountain Temple</b> 10060 No. 5 Road Richmond, B.C. V7A 4C5	27.7% 5,502.6 m <sup>2</sup> 1.36 acres	72.3% 14,391.7 m <sup>2</sup> 3.556 acres	50.6% 1,199.3 m <sup>2</sup>	49.4% 1,171.8 m <sup>2</sup>



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<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Nanaksar-Gurdwara-Gursikh Temple</b> (002-822-001) 18691 Westminster Highway (Site Area 14.88 Acres) Manse	PID 023 751 878 Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029	<b>Nanaksar-Gurdwara-Gursikh Temple</b> 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m <sup>2</sup> 2.377 acres	84% 50,597.7 m <sup>2</sup> 12.503 acres	86.9% of Manse 2,925.05 m <sup>2</sup>  100% of Religious Hall	13.1% of Manse 441.29 m <sup>2</sup>
<b>Parish of St. Alban's (Richmond)</b> (064-132-000) 7260 St. Alban's Road Manse	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	<b>Parish of St. Alban's (Richmond)</b> 7260 St. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m <sup>2</sup>	8.4% 406.9 m <sup>2</sup>	0% of Manse  100% of Religious Hall	100% of Manse 83.6 m <sup>2</sup>
<b>Parish of St. Anne's - Steveston, B.C.</b> (097-615-002) 4071 Francis Road Religious Hall Commercial Use	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472	<b>Parish of St. Anne's</b> 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m <sup>2</sup>	0.8% 24.14 m <sup>2</sup>	97.8% 1,090.66 m <sup>2</sup>	2.2% 24.14 m <sup>2</sup>
<b>Peace Evangelical Church</b> (025-231-041) 8280 No. 5 Road Manse	PID004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	<b>Peace Evangelical Church</b> 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m <sup>2</sup> 0.893 acres	65.6% 6,892.7 m <sup>2</sup> 1.703 acres	100% of Religious Hall 0% of Manse	100% Manse

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<b>Richmond Alliance Church</b> (047-535-044) 11371 No. 3 Road (Site Area 2.5 acres)	PID 004 113 331 South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120	<b>Christian and Missionary Alliance (Canadian Pacific District)</b> 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m <sup>2</sup> 1.996 acres	20% 2,030.5 m <sup>2</sup> 0.504 acres	100%	0%
<b>Richmond Baptist Church</b> (065-972-089) 6560 Blundell Road Manse and Parking	PID 006-457-118 Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	<b>Richmond Baptist Church</b> 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m <sup>2</sup>	43% 868.6 m <sup>2</sup>	0% of Manse	100% of Manse 106.84 m <sup>2</sup>
<b>Richmond Baptist Church</b> (066-062-000) 6560 Blundell Road Manse and Parking	PID 033-732-193 Section 19 Block 4 North Range 6 West New Westminster District Plan 71422 Parcel A	<b>Richmond Baptist Church</b> 6640 Blundell Road Richmond, B.C. V7C 1H8	Portion of land not under church	Land under manse	0% of Manse  100% of Religious Hall	100% of Manse
<b>Richmond Pentecostal Church</b> (060-287-008) 9260 Westminster Highway Manse and Parking	PID 004-140-125 Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	<b>Pentecostal Assemblies of Canada</b> 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m <sup>2</sup>	70% Non- parking area 1,521.8 m <sup>2</sup>	0%	100%

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<b>Richmond Pentecostal Church</b> (060-300-000) 9300 Westminster Highway	PID 024-957-828 Lot 107 Section 10 Block 4 North Range 6 West New Westminster District Plan 64615	<b>Pentecostal Assemblies of Canada</b> 9300 Westminster Highway Richmond, B.C. V6X 1B1	58.7% 8,093.7 m <sup>2</sup> 2 acres	51.3% 5,690.3 m <sup>2</sup> 1.4 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS  
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<b>The Science of Spirituality Eco Centre</b> (045-488-098) Civic address: 11011 Shell Road Farm Land	<b>PID 015-725-871</b> Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 <b>PID 013-082-566</b> North Easterly 5 and 1/5 <sup>th</sup> Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 <b>PID 015-342-433</b> Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District <b>PID 015-725-880</b> Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	<b>Science of Spirituality SKRM Inc.</b> 9100 Van Horne Way Richmond, B.C. V6X 1W3	50% 385 m <sup>2</sup>	50% 385 m <sup>2</sup>	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS  
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<b>The Shia Muslim Community of British Columbia</b> (024-941-069) 8580 No. 5 Road (Site Area 9.8 acres)	PID 004-884-850 Lot 20 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	<b>The Shia Muslim Community of British Columbia</b> 8580 No. 5 Road Richmond, B.C. V6Y 2V4	38.1% 15,117.2 m <sup>2</sup> 3.736 acres	61.9% 24,512.8 m <sup>2</sup> 6.064 acres	100%	0%
<b>South Arm United Church</b> (047-431-056) 11051 No. 3 Road (Site Area 6.42 acres)	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)	<b>Congregation of the South Arm United Church of Canada</b> 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m <sup>2</sup> 2 acres	68.4% 17,496.3 m <sup>2</sup> 4.42 acres	100%	0%
<b>St. Gregory Armenian Apostolic Church of BC</b> (018-330-000) 13780 Westminster Highway	PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	<b>Armenian Apostolic Church of British Columbia</b> 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m <sup>2</sup>	5% 131.85 m <sup>2</sup>	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS  
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<b>St. Joseph The Worker Parish</b> (099-300-034) 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres	PID 010 887 725 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	<b>Roman Catholic Archbishop of Vancouver</b> St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% (School portion exempted under Schedule C) 9,397.07 m <sup>2</sup> 2.32 acres	61.2% 14,838.13 m <sup>2</sup> 3.67 acres	60% 635.4 m <sup>2</sup>	40% 423.6 m <sup>2</sup>
<b>St. Monica's Parish</b> (040-800-004) 12011 Woodhead Road (Site Area 1.60 acres) Manse and Hall	PID 024-840-319 Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	<b>Roman Catholic Archbishop of Vancouver</b> St. Monica's Parish 12011 Woodhead Road Richmond, B.C. V6V 1G2	Note: The land under the manse is exempt; the manse itself is not exempt. 73.35% 4,744.33 m <sup>2</sup> 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m <sup>2</sup> 0.43 acres	0% of Manse  100% of Religious Hall	100% of Manse 196.8 m <sup>2</sup>
<b>St. Paul's Roman Catholic Parish</b> (067-043-063) 8251 St. Alban's Road (Site Area 4.77 acres)	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	<b>Catholic Independent Schools of Vancouver Archdiocese</b> St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	52.5% 10,112.8 m <sup>2</sup> 2.5 acres	47.5% 9,133.2 m <sup>2</sup> 2.27 acres	100%	0%

**PORTIONS OF LAND & IMPROVEMENTS  
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<b>Steveston Buddhist Temple</b> (087-401-000) 4360 Garry Street (Site Area 4.53 acres)	PID 001 235 265 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	<b>Steveston Buddhist Temple</b> 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m <sup>2</sup> 2 acres	55.85% 10,238.56 m <sup>2</sup> 2.53 acres	100%	0%
<b>Thrangu Monastery Association</b> (025-193-000) 8140 No. 5 Road Manse	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	<b>Thrangu Monastery Association</b> 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m <sup>2</sup> 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m <sup>2</sup> 1.92 acres	76.3% 2,060.1 m <sup>2</sup>	23.7% 639 m <sup>2</sup>
<b>Thrangu Monastery Association</b> (025-193-000) & (025-202-011) - Combined 8140/8160 No. 5 Road	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	<b>Thrangu Monastery Association</b> 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m <sup>2</sup> 2.82 acres	40.45% 7,759.2 m <sup>2</sup> 1.92 acres	100% of the shed used to store religious artefacts	0%

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**SCHEDULE B to BYLAW 9271**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Towers Baptist Church</b> (070-101-000) 10311 Albion Road (Site Area 2.148 acres) 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	<b>New Wineskins Society</b> 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m <sup>2</sup> 1.73 acres	21.1% 1,872.6 m <sup>2</sup> 0.418 acres	0% of Manse  100% of Religious Hall	100% Manse 162.6 m <sup>2</sup>
<b>Trinity Lutheran Church Hall</b> (064-438-000) 7100 Granville Avenue Manse and Hall	PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	<b>Trinity Lutheran Church – Richmond</b> 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m <sup>2</sup>	0% of Manse  100% of Religious Hall	100% of Manse 142.5 m <sup>2</sup>  0% of Religious Hall
<b>Vancouver International Buddhist Progress Society</b> (082-304-006) 8271 Cambie Road (Site Area 0.757 acres)	PID 00-316-002 9 Section 28 Block 5 North Range 6 West Plan 7532	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	76% 2,322.58 m <sup>2</sup>	24% 740.42 m <sup>2</sup>	N/A	N/A



**PORTIONS OF LAND & IMPROVEMENTS  
FOR PLACE OF PUBLIC WORSHIP**

**SCHEDULE B to BYLAW 9271**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Vancouver International Buddhist Progress Society</b> (082-265-059) 6680 – 8181 Cambie Road Manse	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	89.45% 1,182.05 m <sup>2</sup>	11.55% 139.4 m <sup>2</sup>	0% of Manse  Remaining Religious Hall	100% Manse 139.4 m <sup>2</sup>
<b>Vancouver International Buddhist Progress Society</b> (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	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation
<b>Vedic Cultural Society of BC</b> (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	<b>Vedic Cultural Society of BC</b> 8200 No 5 Road Richmond, B.C. V6Y 2V4	88% 8,883.6 m <sup>2</sup>	12% 1,211.4 m <sup>2</sup>	99.1% 2,144.6 m <sup>2</sup>	0.9% 18.9 m <sup>2</sup>

**SCHEDULE C to BYLAW 9271**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>
<b>Choice School For Gifted Children</b> (001-870-000) 20451 Westminster Highway (Site area: 0.35 ha (0.862 acres))	PID 003-934-268 Lot 78 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593	<b>Choice School For Gifted Children</b> 20451 Westminster Highway Richmond, B.C. V6V 1B1	100% 3,552 m <sup>2</sup> 0.862 acres	0%
<b>Choice School For Gifted Children</b> (001-871-004) 20411 Westminster Highway	PID 003-937-160 Lot 79 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593	<b>Choice School For Gifted Children</b> 20451 Westminster Highway Richmond, B.C. V6V 1B3	100% 3,422 m <sup>2</sup> 0.846 acres	0%
<b>Cornerstone Christian Academy School</b> (024-279-000) 12011 Blundell Road (Site area: 11,104 square feet)	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	<b>Cornerstone Evangelical Baptist Church of Vancouver</b> 2642 45th Avenue East Vancouver, B.C. V5R 3C1	100% (School portion: 2% of total property) 1,031.6 m <sup>2</sup>	0%

**SCHEDULE C to BYLAW 9271**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>
<b>Muslim School of B.C.</b> (025-243-080) 12300 Blundell Road (Site area: 1.09 ha (2.69 acres))	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	<b>B.C. Muslim Association</b> 12300 Blundell Road Richmond, B.C. V6W 1B3	100% (56.4% of total property) 10,903.97 m <sup>2</sup> 2.694 acres	0%
<b>Richmond Christian School</b> (099-076-081) 5240 Woodward's Road (Site area: 0.971 ha (2.4 acres))	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	<b>Richmond Christian School Association</b> 5240 Woodward's Road Richmond, B.C. V7E 1H1	100% 9,751 m <sup>2</sup> 2.4 acres	0%
<b>Richmond Christian School</b> (030-887-000) 10260 No. 5 Road (Site area: 2.23 ha (5.52 acres))	PID 027-072-657 Section 31 Block 4 North Range 5 West New Westminster District Plan BCP 30119	<b>Richmond Christian School Association</b> 10260 No. 5 Road Richmond, B.C. V7A 4E5	47.4% 10,598.5 m <sup>2</sup> 2.616 acres	52.6% 11,755.5 m <sup>2</sup> 2.904 acres

**SCHEDULE C to BYLAW 9271**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>
<b>Richmond Jewish Day School</b> (025-151-060) 8760 No. 5 Road (Site area: 0.95 ha (2.349 acres))	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	<b>Richmond Jewish Day School Society of B.C. Inc.</b> 8760 No. 5 Road Richmond, B.C. V6Y 2V4	56.8% 5,396.7 m <sup>2</sup> 1.334 acres	43.2% 4,104.3 m <sup>2</sup> 1.015 acres
<b>St. Joseph the Worker School</b> (099-300-034) 4451 Williams Road (Site area: [3.346 ha (8.268 acres)] 1.319 ha (3.26 acres) and 2.0235 ha (5.00 acres))	PID 010-887-725 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	<b>Roman Catholic Archbishop of Vancouver</b> St. Joseph's Parish 4451 Williams Road Richmond, B.C. V7E 1J7	100% (additional to Schedule B) 9,198.8 m <sup>2</sup> 2.27 acres	0% (Fully exempt for school portion)

**SCHEDULE D to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>TENANTS MAILING ADDRESS</b>
(057-614-000) 200 – 7451 Elmbridge Way	PID 007-501-129 Lot 87 Section 5 Block 4 North Range 6 West New District Plan 36964	That portion of the property occupied by the Richmond Emmanuel Church	<b>Richmond Emmanuel Church</b> 200 – 7451 Elmbridge Way Richmond, B.C. V6X 1B8
(136-467-527) 3211 Grant McConachie Way	PID 009-025-103 Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7 West New Westminster District Plan 29409	That portion of the property occupied by Vancouver Airport Chaplaincy	<b>Vancouver Airport Chaplaincy</b> Box 32362 Domestic Terminal RPO Richmond, B.C. V7B 1W2

**CHARITABLE, PHILANTHROPIC & OTHER  
NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING  
(PROVINCIAL ASSISTANCE)**

**SCHEDULE E to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(086-938-001) 11820 No. 1 Road	PID 001 431 030 Lot 2 Section 2 Block 3 North Range 7 West NWD Plan 69234	<b>Anavets Senior Citizens Housing Society</b> #200 - 951 East 8th Avenue Vancouver, B.C. V5T 4L2

**CHARITABLE, PHILANTROPIC & OTHER  
NOT-FOR-PROFIT – COMMUNITY CARE OR  
ASSISTED LIVING**

**SCHEDULE F to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(058-885-000) 6531 Azure Road	PID 003 680 100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(067-321-001) 8400 Robinson Road	PID 009 826 386 Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(099-371-000) 4811 Williams Road	PID 004 864 077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	<b>Greater Vancouver Community Service Society</b> 500 – 1212 W. Broadway Vancouver, B.C. V6H 3V1
(080-622-000) 11331 Mellis Drive	PID 004 107 292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633	<b>Pinegrove Place</b> Mennonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8
(082-199-000) 9020 Bridgeport	PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997	<b>0952590 BC Ltd.</b> <b>Richmond Lion's Manor</b> 400 – 13450 102 <sup>nd</sup> Avenue Surrey BC V3T 0H1
(099-561-000) 9580 Pendleton Road	PID 003 751 678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(064-762-037) 303 – 7560 Moffatt Road	PID 014-890-305 Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5

**CHARITABLE, PHILANTHROPIC & OTHER  
NOT-FOR-PROFIT – COMMUNITY CARE OR  
ASSISTED LIVING**

**SCHEDULE F to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(087-058-109) 9 – 11020 No. 1 Road	PID 013-396-901 Strata Lot 9 Section 2 Block 3 North Range 7 West New Westminster District Strata Plan NW2952	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(103-370-125) 5635 Steveston Highway	PID 004-866-029 Lot 910 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(097-575-028) 4433 Francis Road	PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(090-515-105) 5862 Dover Crescent	PID 023-648-058 Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643	<b>Riverside Children's Centre</b> Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(065-571-000) 6260 Blundell Road	PID 005 146 135 Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878	<b>Rosewood Manor</b> Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4
(089-830-129) 5500 Andrews Road, Unit 100	PID 023-684-801 Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701	<b>Treehouse Learning Centre</b> Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5



**CHARITABLE, PHILANTROPIC & OTHER  
NOT-FOR-PROFIT – COMMUNITY CARE OR  
ASSISTED LIVING****SCHEDULE F to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
084-988-041 10411 Odlin Road	PID 017-418-780 Lot 141 Section 35 Block 5 North Range 6 West New Westminster District Plan LMP942	<b>Western Recovery Foundation</b> Turning Point Recovery Society 10411 Odlin Road Richmond BC V6X 1E3

**CHARITABLE, PHILANTHROPIC & OTHER  
NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING****SCHEDULE G to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(094-282-297) 7251 Langton Road	PID 003 460 525 Lot 319 Section 13 Block 4 North Range 7 West NWD Plan 49467	<b>Richmond Legion Senior Citizen Society</b> #800 – 7251 Langton Road. Richmond, B.C. V7C 4R6

CHARITABLE, PHILANTROPIC & OTHER  
NOT-FOR-PROFIT

**SCHEDULE H to BYLAW 9271**

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(056-610-001) 8911 Westminster Highway	PID 017 240 107 Lot 1 Sections 3 and 4 Block 4 North Range 6 West NWD Plan LMP 00069	100%	<b>Canadian Mental Health Association</b> 7351 Elmbridge Way Richmond, B.C. V6X 1B8
(059-905-125) 8300 Cook Road	PID 023-800-496 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	100% that is occupied by Society of Richmond Children's Centres	<b>Cook Road Children's Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(011-892-000) 23591 Westminster Highway	Lot B Section 36 Block 5 North Range 4 West New Westminster District Plan BCP46528	That portion of the property occupied by Richmond Children's Centres	<b>Cranberry Children's Centre</b> Society of Richmond Children's Centres 23591 Westminster Highway Richmond BC
(094-391-000) 7611 Langton Road	PID 004 700 368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	100%	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(064-810-001) 7000 Minoru Boulevard	PID 018 489 613 Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593	100%	<b>Richmond Caring Place</b> 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5

**CHARITABLE, PHILANTROPIC & OTHER  
NOT-FOR-PROFIT**

**SCHEDULE H to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(057-572-000) Unit 100 – 5671 No. 3 Road	PID 003-698-009 Lot 34 Section 5 Block 4 North Range 6 West Plan 32827	That portion of the property occupied by the Richmond Centre for Disabilities	<b>Richmond Centre for Disabilities</b> 100 – 5671 No. 3 Road Richmond, B.C. V6X 2C7
(067-813-000) 8660 Ash Street	PID 017-854-997 Lot C Section 22 Block 4 North Range 6 West Plan 2670	Exempting that portion of the property occupied by the Richmond Family Place	<b>Richmond Family Place</b> 8660 Ash Street Richmond, B.C. V6Y 2S3
(093-050-002) 6011 Blanshard Drive	PID 019-052-685 Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283	100% that is occupied by Society of Richmond Children's Centres	<b>Terra Nova Children's Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(084-195-000) 4033 Stolberg Street	PID 028-745-540 Section 34 Block 4 North Range 6 West New Westminster District Plan BCP49848 Air Space Parcel 3	100% that is occupied by Society of Richmond Children's Centres	<b>West Cambie Child Care Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2

## SCHEDULE I to BYLAW 9271

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(057-902-804) 2005 – 6111 River Road	PID 027-090-434 Lot 8 Section 6 Block 4 North Range 6 West New Westminster District Plan BCP30383	That portion of the property occupied by Canadian Sport Institute Pacific Society	<b>Canadian Sport Institute Pacific Society</b> 2005 – 6111 River Road Richmond, BC V7C 0A2
(097-842-000) 4780 Blundell Road	PID 001-145-801 Lot 2 Block 4 North Range 7 West New Westminster District Plan 3892	That portion of the property occupied by Girl Guides of Canada	<b>Girl Guides of Canada</b> 4780 Blundell Road Richmond, B.C. V7C 1G9
(051-521-010) 11551 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772		<b>Girl Guides of Canada</b> 1476 West 8th Avenue Vancouver, BC V6H 1E1
(083-465-000) 7411 River Road	PID 007 206 518 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)	That portion of the property occupied by Navy League of Canada National Council	<b>Navy League of Canada National Council</b> c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(059-477-003) 6133 Bowling Green Road	PID 009 300 261 Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068	That portion of the property occupied by Richmond Lawn Bowling Club	<b>Richmond Lawn Bowling Club</b> 7321 Westminster Highway Richmond, B.C. V6X 1A3

**SCHEDULE I to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(082-479-000) 7760 River Road	PID 009 311 998 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	That portion of the property occupied by Richmond Rod and Gun Club	<b>Richmond Rod and Gun Club</b> P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(059-216-001) 6820 Gilbert Road	PID 017 844 525 Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323	That portion of the property occupied by Richmond Tennis Club	<b>Richmond Tennis Club</b> 6820 Gilbert Road Richmond, B.C. V7C 3V4
(057-590-001) 5540 Hollybridge Way	PID 007 250 983 Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115	That portion of the property occupied by Richmond Winter Club	<b>Richmond Winter Club</b> 5540 Hollybridge Way Richmond, B.C. V7C 4N3
(088-500-046) 2220 Chatham Street	PID 004-276-159 Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045	That portion of the property occupied by Scotch Pond Heritage Cooperative	<b>Scotch Pond Heritage Cooperative</b> 3811 Moncton Street Richmond, B.C. V7E 3A0

**SCHEDULE J to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(085-643-001) Unit 140-160 11590 Cambie Road	PID 018-844-456 Lot C Section 36 Block 5 North Range 6 West Plan LMP17749 Except Plan BCP 14207	That portion of the property occupied by Richmond Public Library	<b>Richmond Public Library</b> Cambie Branch Unit 150 - 11590 Cambie Road Richmond, B.C. V6X 3Z5
(044-761-005) 11688 Steveston Highway	PID 023-710-047 Lot 1 Section 1 Block 3 North Range 6 West Plan 32147	That portion of the property occupied by Richmond Public Library	<b>Richmond Public Library</b> Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(031-968-086) 14140 Triangle Road	PID 023-510-692 Lot 2 Section 33 Block 4 North Range 5 West NWD Plan LMP29486	That portion of the property occupied by City of Richmond	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(031-969-003) 14300 Entertainment Boulevard	PID 023-672-269 Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752	That portion of the property occupied by City of Richmond	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-902-800) 6111 River Road	PID 027-090-434 Lot 8 Section 6 Block 4 North Range 6 West Plan BCP30383	That portion of the property occupied by Richmond Oval Corporation	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(051-557-060) 12071 No. 5 Road	PID 013-082-531 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	That portion of the property occupied by Richmond Animal Protection Society	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1

**SCHEDULE J to BYLAW 9271**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(057-561-001) 5900 Minoru Boulevard	Lot A Section 5 Block 4 North 6 West New Westminster District Plan BCP45912	That portion of the property occupied by City Centre Community Centre	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1





# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** August 28, 2015

**From:** Jerry Chong  
Director, Finance



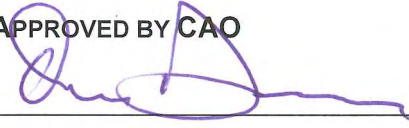
**File:** 12-8060-20-  
009272/Vol 01

**Re:** Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272

### Staff Recommendation

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272 be introduced and given first, second and third readings.

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

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Licences	<input checked="" type="checkbox"/>	
City Clerk	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

## Staff Report

### Origin

As part of the City's Long Term Financial Management Strategy Policy 3707, fees and charges are adjusted annually based on projected Vancouver Consumer Price Index increases.

This report supports Council's 2014-2018 Term Goal #7 Strong Financial Stewardship:

- 7.1. Relevant and effective budget processes and policies.*
- 7.2. Well-informed and sustainable financial decision making.*
- 7.3. Transparent financial decisions that are appropriately communicated to the public.*
- 7.4. Strategic financial opportunities are optimized.*

### Analysis

The Vancouver Consumer Price Index ("CPI") increase for 2016 is projected to be 2.2%. In the original bylaw, all adjusted fees greater than \$100 are rounded up to the nearest \$1, 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 minimizes the number of transactions requiring small coinage.

All rates in the attached Amendment Bylaw No. 9272 are effective January 1, 2016 and have been adjusted for the proposed 2.2% increase, with the following changes to the schedules at the request of the respective stakeholders:

- Schedule – Archives & Records
  - Photocopying and microfilm printing fees remain unchanged at \$0.35 per page for black and white copies and \$0.50 per page for colour copies. This ensures that charges do not become unaffordable for the general public.
  - "Use Fees" are eliminated starting 2016. The City currently charges "Use Fees" for publishing, posting, or exhibiting City of Richmond Archives records or photographs. Since the City is digitizing the collection of photographs and records, it will be very difficult, if not impossible to track and charge for the use of the digital collection on-line.

Eliminating the "Use Fee" will act to promote the use of photographs in our holdings and will promote the City of Richmond Archives since users will be asked to agree to the conditions of use. The agreement conditions include giving credit for any published City of Richmond Archives photographs.

- Commercial Research Service Fees of \$45/hour is added to the schedule - This fee will be charged to commercial researchers who request Archives staff to conduct detailed research into the content of records in connection with trade,

business, profession, or other for-profit ventures. This new fee will compensate for the additional services provided by Archives staff.

- Schedule – Community Bylaws Documentation Fees
  - A new fee of \$56.00 (plus GST) per address or unit is added for Comfort Letters requested by external clients. Prior to 2012, all comfort letter requests were handled and billed by one central department responsible for collecting the data from various City departments. Since 2012, comfort letter requests are handled directly by each department responsible. Each department would set their own fees to recover the cost of responding to a specific request. Current comfort letter fees charged by the City are:

Business Licence -	\$59.25 per property
Fire Protection -	\$68.00 per property
Planning Division -	\$69.25 per property
- Schedule – Development Applications Fees
  - Under Section 1.2.1(b) for the Zoning Amendments, the statement reading “plus all associated public notification costs” was added to the fees for the Zoning Bylaw Designation Amendment for Single Detached (RS) requiring a new or amended Lot Size Policy. The rationale for this change is that introducing a new lot size policy or amending an existing lot size policy requires direct mail notification by the City to all property owners within the specific lot size policy area. The proposed bylaw change ensures that the mailing costs for the notification process are borne by the applicant.
- Schedule – Employment and Payroll Records
  - A new schedule is added to address the numerous requests from external solicitors for employment information necessary for loss of wage claims with insurance companies and other legal cases.
- Schedule – Playing Field User Fees
  - New user fees are added for various groups wishing to use baseball diamonds with artificial turf.
- Schedule – Property Tax Billing Information
  - Instead of a 2.2% CPI increase on fees charged to mortgage companies for tax information, it is proposed that this fee be adjusted from \$5.25 to \$10 per folio starting in 2016.

A recent survey of all municipalities in the Lower Mainland revealed that Richmond charges the least for this service. All other municipalities charge fees ranging from \$10 to \$25 per folio to provide tax information to mortgage companies. Adjusting the rate to \$10 will bring our fee in line with other municipalities.

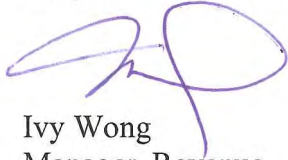
- Schedule – Visiting Delegation, Study Tour and City Hall Tour
  - All fees under this schedule remain unchanged as the fees were instituted in 2014.

### **Financial Impact**

The fee increases assist in offsetting rising costs, which otherwise will be recovered through increases to taxation revenue. It is estimated that an increase of 2.2% will generate approximately \$170,000 in additional revenue.

### **Conclusion**

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272 be introduced and given first, second and third readings.



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

IW:gjn

Att. 1: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272



**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272**

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by deleting, in their entirety, the schedules attached to Bylaw No. 8636, as amended, and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2016.
3. This Bylaw is cited as "**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9272**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>JW</i>
APPROVED for legality by Solicitor <i>LB</i>

## **SCHEDULE – ANIMAL CONTROL REGULATION**

### **Animal Control Regulation Bylaw No. 7932**

#### **Cat Breeding Permit Fee**

##### **Section 2.2**

<b>Description</b>	<b>Fee</b>
Cat breeding permit for three years	\$39.50

### **Animal Control Regulation Bylaw No. 7932**

#### **Impoundment Fees**

##### **Section 8**

<b>Description</b>	<b>Fee</b>
<b>1st time in any calendar year</b>	
Neutered male or spayed female dog	\$45.75
Non-neutered male or unspayed female dog	\$137.00
Dangerous Dog*	\$564.00
<b>2nd time in any calendar year</b>	
Neutered male or spayed female dog	\$90.25
Non-neutered male or unspayed female dog	\$284.00
Dangerous Dog*	\$1,124.00
<b>3rd time and subsequent times in any calendar year</b>	
Neutered male or spayed female dog	\$284.00
Non-neutered male or unspayed female dog	\$564.00
Dangerous dog*	\$1,124.00
Bird	\$6.50
Domestic farm animal	\$67.75
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$34.25
<i>Impoundment fee also subject to transportation costs</i>	

*\*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****Maintenance Fees****Section 8**

<b>Description</b>	<b>Fee</b>
Dog	\$14.00
Cat	\$14.00
Bird	\$3.50
Domestic farm animal	\$34.25
Other animal	\$11.50

*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**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Records</u>		
Photocopying and printing of files/bylaw (First 4 pages free)	\$0.35	per b+w page
<i>per page</i>	\$0.50	per colour page
Microfilm printing	\$0.35	
<i>per page</i>		
<u>Photograph Reproductions</u>		
Scanned image (each)	\$17.75	
CD	\$6.50	
5" x 7"	\$14.00	
8" x 10"	\$17.75	
11" x 14"	\$26.25	
16" x 20"	\$36.50	
20" x 24"	\$45.75	

**Archives**  
**Tax Searches Fees**

<b>Description</b>	<b>Fee</b>
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$29.00
Each year greater than 5 years	\$6.50

**Archives and Records**  
**Preliminary Site Investigation**

<b>Description</b>	<b>Fee</b>
Active Records Check Survey (per civic address searched)	\$227.00

**Archives**  
**Mail Orders**

<b>Description</b>	<b>Fee</b>
Mail orders	\$6.50

**Archives**  
**Research Service Fee**

<b>Description</b>	<b>Fee</b>	<b>Unit</b>
Commercial Research Service Fee	\$45.00	per hour

*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**

<b>Description</b>	<b>Fee</b>
Administrative charges for receivable projects undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$33.75

## **SCHEDULE – BOARD OF VARIANCE**

### **Board of Variance Bylaw No. 9259**

#### **Application Fees**

Section 3.1.2(c), 3.2.3

<b>Description</b>	<b>Fee</b>
Application for order under section 901 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$650.00
Application for order under section 901.1 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$650.00
Application for order under section 902 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$650.00
Fee for notice of new hearing due to adjournment by applicant	\$150.00

## **SCHEDULE – BOULEVARD AND ROADWAY PROTECTION AND REGULATION**

### **Boulevard and Roadway Protection and Regulation Bylaw No. 6366**

#### **Inspection Charges**

##### **Section 11**

<b>Description</b>	<b>Fee</b>
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m2 in size; In-ground Swimming Pools & Demolitions	\$171.00
Move-Offs; Single or Two Family Dwelling Construction	\$171.00
Combined Demolition & Single or Two Family Dwelling Construction	\$171.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$227.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$227.00
Each additional inspection as required	\$85.00

## **SCHEDULE – BUILDING REGULATION**

### **Building Regulation Bylaw No. 7230**

#### **Plan Processing Fees**

##### **Section 5.13**

<b>Description</b>	<b>Fee</b>
For a new one family dwelling	\$620.00
For other than a new one family dwelling (a) <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>	\$71.00
For a sewage holding tank	\$143.00

### **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**

<b>Description</b>	<b>Fee</b>
Nil to \$1,000.00 (minimum fee)	\$71.00
Exceeding \$1,000.00 up to \$100,000.00	\$71.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$11.00
Exceeding \$100,000.00 to \$300,000.00	\$1,160.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$10.50
Exceeding \$300,000.00	\$3,260.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$8.50

*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)	\$71.00
Exceeding \$1,000.00 up to \$100,000.00	\$71.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i>	<i>*Plus \$11.25</i>
Exceeding \$100,000.00 up to \$300,000.00	\$1,184.75
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i>	<i>**Plus \$10.75</i>
Exceeding \$300,000.00	\$3,334.75
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i>	<i>***Plus \$8.75</i>

*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	\$1,190.00	per m2
(ii) new construction of second storey	\$1,096.00	per m2
(iii) garage	\$609.00	per m2
(iv) decks or porches	\$502.00	per m2
(v) interior finishing on existing buildings	\$562.00	per m2
(vi) additions	\$1,190.00	per m2

**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

<b>Description</b>	<b>Fee</b>
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$127.00
Building Permit Fee for Temporary Building for Occupancy	\$564.00
<u>Re-inspection Fees</u>	
(a) for the third inspection	\$85.00
(b) for the fourth inspection	\$116.00
(c) for the fifth inspection	\$227.00
<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	\$127.00
(b) outside the City's normal business hours	\$496.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$127.00
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>	\$71.00
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>	\$71.00
<u>Building Move Inspection Fee:</u>	
(a) within the City boundaries	\$127.00
(b) outside the City boundaries when travel is by City vehicle	\$127.00
<i>** per km travelled</i>	<i>**Plus</i> \$2.50

*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

<b>Description</b>	<b>Fee</b>
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$284.00
Provisional Occupancy Notice Extension Fee	\$451.00
Building Demolition Inspection Fee for each building over 50 m <sup>2</sup> in floor area	\$444.00
Sewage Holding Tank Permit Fee	\$284.00
<u>Use of Equivalents Fees:</u>	
(a) each report containing a maximum of two separate equivalents	\$619.00
(b) for each equivalent greater than two contained in the same report	\$254.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$127.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,210.00

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

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Domestic Installation – <b>one family dwelling</b> (a)	\$71.00	per appliance
- <i>whichever is greater (a) or (b)</i> (b)	\$26.25	
Domestic/Commercial/Industrial Installations – <b>two family dwellings</b> , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$71.00	
(b) appliance input exceeding 29 kW	\$116.00	
<u>Special Inspection Fees:</u>		
(a) during the City's normal business hours	\$127.00	
(b) outside the City's normal business hours	\$496.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$127.00	

**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	\$85.00
(b) for the fourth inspection	\$116.00
(c) for the fifth inspection	\$227.00
<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)	\$71.00
<u>Piping alteration – for existing appliances</u>	
First 30 metres of piping	\$71.00
Each additional 30 metres or part thereof	\$26.25
Gas permit transfer of assignment fee (a)	\$71.00
<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)	\$71.00
<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	\$26.25	
(b) minimum plumbing fee	\$71.00	
(c) connection of City water supply to any hydraulic equipment	\$71.00	
<u>Sprinkler &amp; Standpipes</u>		
(a) installation of any sprinkler system	\$71.00	
<i>*per additional head</i>	*Plus \$3.00	
(b) installation of each hydrant, standpipe, hose station,	(c) \$71.00	
hose valve, or hose cabinet used for fire fighting	(d) \$26.25	
<i>-whichever is greater of (c) or (d)</i>		per item

**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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$71.00	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$26.25	
<u>Sanitary &amp; Storm Sewers: Building Drains &amp; Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$71.00	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$26.25	
(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	\$71.00	
(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	\$26.25	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$71.00	per item
(g) - whichever is greater of (f) or (g)	\$26.25	
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$127.00	
(b) outside the City's normal business hours or each hour	\$496.00	
*for part thereof exceeding the first four hours	*Plus \$127.00	
<u>Design Modification Fees</u>		
Plan review	\$127.00	per hour
<i>Applicable to Plumbing, Sprinkler &amp; Standpipes, Water Service, and Sanitary &amp; Storm Sewers; Building Drains &amp; 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	\$85.00
(b) for the fourth inspection	\$116.00
(c) for the fifth inspection	\$227.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
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>	\$71.00
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>	\$71.00
Provisional Plumbing Compliance Inspection Fee (per permit visit)	\$143.00
Provisional Plumbing Compliance Notice Extension Fee	\$227.00
Potable Water Backflow Preventer Test Report Decal	\$23.00

## **SCHEDULE – BUSINESS LICENCE**

### **Business Licence Bylaw No. 7360**

#### **Assembly Use Group 1**

<b>Group 1 – Business Licence Fee assessed by total floor area</b> <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$164.00
93.1 to 232.5	(1001 to 2500)	\$249.00
232.6 to 465.0	(2501 to 5000)	\$430.00
465.1 to 930.0	(5001 to 10000)	\$685.00
930.1 to 1860.1	(10001 to 20000)	\$1,214.00
1860.2 to 2790.1	(20001 to 30000)	\$1,738.00
2790.2 to 3720.2	(30001 to 40000)	\$2,267.00
3720.3 to 4650.2	(40001 to 50000)	\$2,789.00
4650.3 to 5580.3	(50001 to 60000)	\$3,317.00
5580.4 and over	(60001 and over)	\$3,760.00
Food Primary Liquor Licence Fee		\$342.00
Mobile Vendors (Food) Fee (per vehicle)		\$79.75

### **Business Licence Bylaw No. 7360**

#### **Assembly Use Group 2**

<b>Group 2 – Business Licence Fee assessed by Number of Seats</b>	
<b>Seats</b>	<b>Fee</b>
0 to 30	\$518.00
31 to 60	\$1,030.00
61 to 90	\$1,545.00
91 to 120	\$2,061.00
121 to 150	\$2,571.00
151 to 180	\$3,085.00
181 to 210	\$3,596.00
211 and over	\$3,760.00

**Business Licence Bylaw No. 7360**  
**Assembly Use Group 3**

<b>Group 3 – Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$133.00
6 to 10	\$222.00
11 to 15	\$319.00
16 to 25	\$474.00
26 to 50	\$685.00
51 to 100	\$990.00
101 to 200	\$1,396.00
201 to 500	\$2,014.00
501 to 1000	\$3,043.00
1001 and over	\$3,760.00

*\*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**

<b>Residential Use – Business Licence Fee assessed by Number of Rental Units</b>	
<b>Units</b>	<b>Fee</b>
0 to 5	\$158.00
6 to 10	\$244.00
11 to 25	\$416.00
26 to 50	\$675.00
51 to 100	\$1,189.00
101 to 200	\$1,701.00
201 to 300	\$2,215.00
301 to 400	\$2,724.00
401 to 500	\$3,232.00
501 and over	\$3,760.00

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

<b>Service Use – Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$133.00
6 to 10	\$228.00
11 to 15	\$333.00
16 to 25	\$489.00
26 to 50	\$700.00
51 to 100	\$1,017.00
101 to 200	\$1,427.00
201 to 500	\$2,066.00
501 to 1000	\$3,110.00
1001 and over	\$3,760.00

*\*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**

<b>Mercantile Use – Business Licence Fee assessed by total floor area</b>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$133.00
93.1 to 232.5	(1001 to 2500)	\$210.00
232.6 to 465.0	(2501 to 5000)	\$385.00
465.1 to 930.0	(5001 to 10000)	\$648.00
930.1 to 1860.1	(10001 to 20000)	\$1,172.00
1860.2 to 2790.1	(20001 to 30000)	\$1,702.00
2790.2 to 3720.2	(30001 to 40000)	\$2,223.00
3720.3 to 4650.2	(40001 to 50000)	\$2,746.00
4650.3 to 5580.3	(50001 to 60000)	\$3,272.00
5580.4 and over	(60001 and over)	\$3,760.00

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

<b>Industrial/Manufacturing Use – Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$158.00
6 to 10	\$261.00
11 to 15	\$365.00
16 to 25	\$518.00
26 to 50	\$727.00
51 to 100	\$1,030.00
101 to 200	\$1,442.00
201 to 500	\$2,054.00
501 to 1000	\$3,079.00
1001 and over	\$3,760.00

*\*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**

<b>Description</b>	<b>Fee</b>
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$133.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$123.00
CLASS "B" Limousine	\$79.75
CLASS "C" Sightseeing Taxicab	\$123.00
CLASS "D" Airport Taxicab	\$123.00
CLASS "E" Private Bus	\$123.00
CLASS "I" Charter Minibus	\$123.00
CLASS "J" Rental Vehicle	
Group 1	\$15.50
Group 2	\$79.75
CLASS "K" Driver Training Vehicle	\$59.50
CLASS "M" Tow-Truck	\$123.00
CLASS "N" Taxicab for Persons with Disabilities	\$123.00
CLASS "P" Pedicab	\$123.00

**Business Licence Bylaw No. 7360**  
**Vehicle for Hire Businesses (cont.)**

<b>Description</b>	<b>Fee</b>
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$3,760.00
Transferring a Vehicle for Hire Licence within any calendar year	\$46.00
Replacing a Vehicle for Hire Licence plate or decal	\$13.50

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

<b>Description</b>	<b>Fee</b>
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$29.75
Group 2 (per machine)	\$41.50
Group 3 (per machine)	\$9.25
Banking Machine licence fee (per machine)	\$128.00
Amusement Machine licence fee (per machine)	\$29.75

**Business Licence Bylaw No. 7360**  
**Adult Orientated Uses**

<b>Description</b>	<b>Fee</b>
Adult entertainment establishment licence	\$3,760.00
Casino	\$5,949.00
<u>Body-painting studio</u>	
Studio licence	\$3,760.00
Each body-painting employee	\$133.00
<u>Body-rub studio</u>	
Studio licence	\$3,760.00
Each body-rub employee	\$133.00
<u>Escort Service</u>	
Escort service licence	\$3,760.00
Each escort employee	\$133.00

**Business Licence Bylaw No. 7360**  
**Farmer's Market**

<b>Description</b>	<b>Fee</b>
Farmer's market licence	\$133.00

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

<b>Description</b>	<b>Fee</b>
Requests for comfort letters (includes GST) per address/business	\$59.25
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	\$46.00
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>	\$46.00
Licence reprint	\$11.25

**Business Licence Bylaw No. 7360**  
**Off-Leash Permits**

<b>Description</b>	<b>Fee</b>
Annual permit	\$113.00

**SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEES**

Community Bylaws Documentation Fees

<b>Description</b>	<b>Fee</b>
Requests for Comfort Letters (+ GST) per civic address & per unit	\$56.00

## **SCHEDULE – DEVELOPMENT APPLICATION FEES**

### **Zoning Amendments**

<b>Section</b>	<b>Application Type</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$1,742.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) No lot size policy applicable Requiring a new or amended lot size policy *plus all associated public notification costs	\$2,214.00 \$2,766.00	Not Applicable Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,318.00	For residential portion of development: - \$42.00 per dwelling unit for first 20 dwelling units and \$21.50 per dwelling unit for each subsequent dwelling unit  For non-residential building area: - \$26.75 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$16.50 per 100 m <sup>2</sup> thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,214.00	For residential portion of development: - \$21.50 per dwelling unit for first 20 dwelling units and \$11.25 per dwelling unit for each subsequent dwelling unit  For non-residential building area: - \$16.50 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$6.25 per 100 m <sup>2</sup> thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$834.00	\$834.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,110.00	Not Applicable



### Official Community Plan Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,318.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$834.00	\$834.00 for each subsequent Public Hearing required

### Development Permits

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,662.00	\$552.00 for the first 464.5 m <sup>2</sup> of gross floor area plus: - \$113.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area up to 9,290 m <sup>2</sup> , plus  - \$22.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area over 9,290 m <sup>2</sup>
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,062.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR)	\$1,662.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$559.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,110.00	Not Applicable

### Development Variance Permits

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,662.00	Not Applicable

### Temporary Use Permits

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,214.00	Not Applicable
	Temporary Use Permit Renewal	\$1,110.00	Not Applicable

### Land Use Contract Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,062.00	Not Applicable

### Liquor-Related Permits

Section	Description	Base Fee	Incremental Fee
Section 1.8.2	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or change to existing license to serve liquor	\$559.00	Not Applicable
(a)			
Section 1.8.5	Temporary changes to existing liquor licence	\$294.00	Not Applicable
(b)			

### Subdivision and Consolidation of Property

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$834.00	\$113.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$283.00	\$283.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$834.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air Space Subdivision	\$6,501.00	\$159.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$113.00	Not Applicable

### Strata Title Conversion of Existing Building

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,214.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$3,318.00	Not Applicable

### Phased Strata Title Subdivisions

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$559.00 for first phase	\$559.00 for each additional phase

### Servicing Agreements and Latecomer Fees

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,110.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No.8951, an inspection fee of 4% of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$5,307.00	Not Applicable

### Civic Address Changes

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$283.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$283.00	Not Applicable
	Civic Address change due to personal preference	\$1,110.00	Not Applicable

### Telecommunication Antenna Consultation and Siting Protocol

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,214.00	Not Applicable

### Heritage Applications

Section	Description	Base Fee	Incremental Fee
Section 1.15.1 (a)	<u>Heritage Alteration Permit</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$241.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable
Section 1.15.1 (b)	<u>Heritage Revitalization Agreement</u> No Development Permit or Rezoning application With Development Permit or Rezoning application	\$241.00 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable

**Administrative Fees****Section 1.16**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.16.1	Change in property ownership or authorized agent	\$283.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$53.25	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: (a) increase in proposed density; or (b) addition or deletion of any property associated with the application	\$283.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$59.00 per legal plan	Not Applicable
Section 1.16.5	Site Profile submission	\$59.00 per site profile	Not Applicable
Section 1.16.6	Amendment To or Discharge of Legal Agreement that does not require City Council approval	\$283.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment To or Discharge of Legal Agreement that requires City Council approval	\$1,110.00 per legal agreement	Not Applicable
Section 1.16.8	Additional Landscape inspection because of failure to comply with City requirements	\$119.00 for second inspection	\$119.00 for each additional inspection required
Section 1.16.9	Preparation of Information Letter (Comfort Letter) for general land use	\$69.25 per property	Not Applicable
Section 1.16.10	Preparation of Information Letter (Comfort Letter) for building issues	\$69.25 per property	Not Applicable

## **SCHEDULE – DOG LICENCING**

### **Dog Licencing Bylaw No. 7138**

Sections 2.1, 2.3

<b>Description</b>	<b>Fee</b>
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$77.75
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$55.75
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$33.75
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$22.50
<i>For seniors who are 65 years of age or older that have paid prior to March 1<sup>st</sup> of the year for which the application is made</i>	\$11.25
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$278.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$223.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$223.00
Prior to March 1 <sup>st</sup> of the year for which the application is made	\$168.00
<i>For seniors who are 65 years of age or older that have paid prior to March 1<sup>st</sup> of the year for which the application is made</i>	\$83.75
Replacement tag* *	\$6.25
<i>*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</i>	

## **SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS**

<b>Description</b>	<b>Fee</b>
Fee per request	\$100.00
Photocopying fees additional	\$0.35 per page \$0.70 per page (double sided)

*Note: Employment and/or payroll record requests from Solicitors where such disclosure is authorized.*

## **SCHEDULE – FILMING APPLICATION AND FEES**

### **Filming Application and Fees Bylaw No. 8172**

#### **Administration Fees**

##### **Section 3**

<b>Description</b>	<b>Fee</b>
Application for Filming Agreement	\$107.00
Film Production Business Licence	\$127.00
Street Use Fee (100 feet/day)	\$53.25

### **Filming Application and Fees Bylaw No. 8172**

#### **City Parks & Heritage Sites**

##### **Section 3**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Major Park		
<i>Per day</i>	\$797.00	
<i>Per ½ day</i>	\$532.00	
Neighbourhood Park		
<i>Per day</i>	\$532.00	
<i>Per ½ day</i>	\$319.00	
<u>Britannia Shipyard</u>		
Filming	\$2,123.00	per day
Preparation & Wrap	\$1,062.00	per day
Per Holding Day	\$532.00	per day
City Employee		
<i>Per regular working hour</i>	\$37.50	
<i>Per hour after 8 hours</i>	\$56.00	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,654.00	per day
<i>July through September</i>	\$3,185.00	per day
Preparation & Wrap	\$1,062.00	per day
Per Holding Day	\$532.00	per day
City Employee		
<i>Per regular working hour</i>	\$37.50	
<i>Per hour after 8 hours</i>	\$56.00	

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Nature Park</u>		
Filming	\$1,062.00	per day
Preparation & Wrap	\$532.00	per day
City Employee		
<i>Per regular working hour</i>	\$21.50	
<i>Per hour after 8 hours</i>	\$32.25	
<u>Gateway Theatre</u>		
Filming	\$2,654.00	per day
Preparation & Wrap	\$1,062.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.50	
<i>Per hour after 8 hours</i>	\$53.25	
<u>City Hall</u>		
Filming on regular business days	\$2,123.00	per day
Filming on weekends or statutory holidays	\$1,062.00	per day
Preparation & Wrap	\$1,062.00	per day
City Employee		
<i>Per regular working hour</i>	\$21.50	
<i>Per hour after 8 hours</i>	\$32.25	

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>RCMP (4-hour minimum)</u>		
Per person	\$109.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$137.00	per hour
Fire Captain	\$94.50	per hour
Firefighter (minimum 3 firefighters)	\$77.50	per hour, per person
Use of special effects	\$107.00	per day
Use of Fire Hydrant		
<i>First day</i>	\$208.00	
<i>Each additional day</i>	\$69.25	



## SCHEDULE – FIRE PROTECTION AND LIFE SAFETY

### Fire Protection and Life Safety Bylaw No. 8306

#### Fees & Cost Recovery

Description	Section	Fee	Units
Permit	4.1	\$23.00	
Permit Inspection, first hour	4.3	\$90.25	
Permit Inspection, subsequent hours or part thereof	4.3	\$56.75	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$472.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$238.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$472.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$238.00	per vehicle
Attendance – false alarm – by Fire-Rescue - standby fee – contact person not arriving within 30 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$472.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire-Rescue response	9.7.5(a)	\$472.00	per vehicle
Vacant premises – additional personnel, consumables and damage to equipment	9.7.5(b)	Actual cost	
Vacant premises – demolition, clean-up, etc.	9.7.5(c)	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$116.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1	\$25.75	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1	\$68.00	per address

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

<b>Description</b>	<b>Section</b>	<b>Fee</b>
Review – Fire Safety Plan any building	15.1.1 (b)	
Any building < 600 m <sup>2</sup> area		\$116.00
Any building > 600 m <sup>2</sup> area		\$171.00
High building, institutional		\$227.00
Revisions (per occurrence)		\$56.75
Inspection	15.2.1 (a)	
4 stories or less and less than 914 m <sup>2</sup> per floor		\$227.00
4 stories or less and between 914 and 1524 m <sup>2</sup> per floor		\$340.00
5 stories or more and between 914 and 1524 m <sup>2</sup> per floor		\$564.00
5 stories or more and over 1524 m <sup>2</sup> per floor		\$787.00
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$90.25
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$56.75
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	\$340.00
False alarm reduction program in place and participation	15.5.5	No charge
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.6	\$113.00
Caused by security alarm system	15.6.1	\$227.00
Monitoring agency not notified	15.7.1	\$227.00
Alternate solution report or application review	General	\$171.00

## **SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION**

### **Newspaper Distribution Regulation Bylaw No. 7954**

<b>Section</b>	<b>Application Type</b>	<b>Fee</b>
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$160.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$79.75, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$107.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$266.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$107.00, plus applicable taxes, per year

## **SCHEDULE – PLAYING FIELD USER FEES**

### **Playing Field User Fees**

#### **Natural Turf Field Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$37.00	per hour
<i>Mini field</i>	\$18.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$30.00	per hour
<i>Mini field</i>	\$15.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$10.50	per hour
<i>Mini field</i>	\$5.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$22.25	per hour
<i>Mini field</i>	\$11.25	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$26.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$21.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$7.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$16.50	per hour

**Playing Field User Fees**  
**Natural Turf Field Fees (cont.)**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$9.25	per hour
<i>Mini field</i>	\$4.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$7.50	per hour
<i>Mini field</i>	\$4.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$3.00	per hour
<i>Mini field</i>	\$1.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$5.50	per hour
<i>Mini field</i>	\$3.00	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

**Playing Field User Fees**  
**Artificial Turf Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Richmond Youth Groups*		
<i>Full size</i>	\$22.50	per hour
<i>Mini field</i>	\$11.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$37.75	per hour
<i>Mini field</i>	\$19.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$55.50	per hour
<i>Mini field</i>	\$28.00	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

**Playing Field User Fees**  
**Ball Diamonds**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Sand Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$23.75	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$19.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$6.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$14.50	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$21.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$17.50	per hour
Richmond Youth Groups* <i>Full size</i>	\$6.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$13.25	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$6.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$5.25	per hour
Richmond Youth Groups* <i>Full size</i>	\$2.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$4.25	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$59.13	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$59.13	per hour
Richmond Youth Groups* <i>Full size</i>	\$23.56	per hour
Richmond Adult Groups* <i>Full size</i>	\$40.40	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

**Playing Field User Fees****Track and Field Fees and Charges (Facilities at Minoru Park)**

Description	Fee	Units
Training Fee – all ages Track and Field Club	\$773.00	per year
Richmond Youth Meets*	\$143.00	per meet
Richmond Adult Meets*	\$225.00	per meet
Private Group Track Meets or Special Events	\$563.00	per day
Private Group Track Meets or Special Events	\$47.50	per hour

*\*As per City of Richmond Policy 8701 groups must have a minimum of 60% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.*

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

Description	Fee
Requested in person at City Hall	\$40.00
Requested through BC Online	\$34.75

**SCHEDULE – PROPERTY TAX BILLING INFORMATION**

Description	Fee
Tax Apportionment – per child folio	\$34.25
Mortgage Company Tax Information Request – per folio	\$10.00
Additional Tax and/or Utility Bill reprints – per folio/account	\$5.50

## **SCHEDULE – PUBLICATION FEES**

### **Publication Fees**

<b>Description</b>	<b>Fee</b>
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$6.00
CD	\$82.75
Custom Mapping (per hour)	\$66.5
Design Specifications (contents only)	\$104.00
Drafting Standards	\$104.00
<u>Drawing Prints (As-Built)</u>	
A-1 Size, 24" x 36"	\$6.00
B Size, 18" x 24"	\$4.25
<u>GIS Data Requests</u>	
Service fee	\$116.00
First layer*	\$164.00
Each additional layer*	\$56.75
CD or DVD of GIS layers of Municipal works of City of Richmond	\$6,726.00
Single-Family Lot Size Policy, March 1990	\$23.00
Supplemental Specifications and Detail Drawings (contents only)	\$104.00
<u>Street Maps</u>	
Large, 36" x 57"	\$8.75
Small, 22" x 34"	\$6.00
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$4.25
CD	\$82.75

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



## **SCHEDULE – RCMP DOCUMENTATION FEES**

### **RCMP Documentation Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Criminal Record Checks	\$61.50	
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$26.25	
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge	
Police Certificate (including prints)	\$61.50	
Fingerprints	\$61.50	
Record of Suspension / Local Records Checks	\$61.50	
Name Change Applications	\$61.50	
Collision Analyst Report	\$576.00	
Field Drawing Reproduction	\$41.50	
Scale Drawing	\$119.00	
Mechanical Inspection Report	\$246.00	
Police Report and Passport Letter	\$61.50	
Insurance Claim Letter	\$61.50	
Court Ordered File Disclosure	\$61.50	
* per page	*Plus \$1.75	per page
**Shipping cost	**Plus \$8.25	
Photos 4" x 6" (per photo)	\$3.25	per photo
***Shipping cost	***Plus \$8.25	
Photos	\$2.25	each laser
Photos – Burn CD	\$19.50	
Video Reproduction	\$47.25	
Audio Tape Reproduction	\$45.00	

## **SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION**

### **Residential Lot (Vehicular) Access Regulation Bylaw No. 7222**

#### **Administration Fees**

#### **Section 2.3**

<b>Description</b>	<b>Fee</b>
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$85.00

## **SCHEDULE – SIGN REGULATION**

### **Sign Regulation Bylaw No. 5560**

#### **Sign Permit Fees**

<b>Description</b>	<b>Fee</b>
Application processing fee*	\$51.25
Up to 5 m <sup>2</sup>	\$51.25
5.01 m <sup>2</sup> to 15 m <sup>2</sup>	\$67.75
15.01 m <sup>2</sup> to 25 m <sup>2</sup>	\$101.00
25.01 m <sup>2</sup> to 45 m <sup>2</sup>	\$137.00
45.01 m <sup>2</sup> to 65 m <sup>2</sup>	\$182.00
65.01 m <sup>2</sup> or more	\$227.00
Permit to alter a sign or relocate a sign on the same lot	\$51.25

*\*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

<b>Description</b>	<b>Fee</b>
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$56.75
Renewal, extension or modification of a permit	\$56.75

## **SCHEDULE – VEHICLE FOR HIRE REGULATION**

### **Vehicle For Hire Regulation Bylaw No. 6900**

#### **Permit & Inspection Fees**

Sections 3.7, 6.3

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Transporting of trunks	\$6.50	per trunk
Towing permit	\$56.75	
Inspection fee for each inspection after the second inspection	\$29.00	

## **SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR**

### **Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068**

Section 2.1

<b>Description</b>		<b>Fee</b>
City Hall Tour		\$250.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$250.00 plus room rental fee
	2 to 4 hours	\$500.00 plus room rental fee
	More than 4 hours	\$1000.00 plus room rental fee

## **SCHEDULE – WATER USE RESTRICTION**

### **Water Use Restriction Bylaw No. 7784**

#### **Permit Fees**

##### **Section 3.1**

<b>Description</b>	<b>Fee</b>
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$34.25
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$34.25
Permit application fee for nematode applications for European Chafer Beetle control, where property has water meter service (s.3.1.1(b))	NIL

## **SCHEDULE – WATERCOURSE PROTECTION AND CROSSING**

### **Watercourse Protection and Crossing Bylaw No. 8441**

#### **Application Fees**

<b>Description</b>	<b>Fee</b>
<u>Culvert</u>	
Application Fee	\$334.00
City Design Option	\$1,106.00
Inspection Fee *	\$22.50
<i>*Per linear metre of culvert</i>	
<u>Bridge</u>	
Application Fee	\$113.00
Inspection Fee	\$223.00

*Note: There is no City Design Option for bridges*



# City of Richmond

## Report to Committee

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**To:** Finance Committee

**Date:** September 21, 2015

**From:** Andrew Nazareth  
General Manager, Finance and Corporate  
Services

**File:** 99-BUDGETS/2015-  
Vol 01

**Re:** Amendments to the 5 Year Financial Plan (2015-2019) Bylaw 9296

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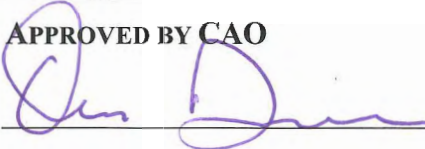
### Staff Recommendation

That the 5 Year Financial Plan (2015-2019) Bylaw 9220, Amendment Bylaw 9296, which would incorporate and put into effect changes previously approved by Council and changes to the 2015 Capital, Utility and Operating Budgets, be introduced and given first, second and third readings.

A handwritten signature in black ink, appearing to read 'A. Nazareth'.

Andrew Nazareth  
General Manager, Finance and Corporate Services  
(604-276-4095)

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Administration and Compliance	<input checked="" type="checkbox"/>	
Affordable Housing	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
City Clerk	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
District Utility	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Fire and Rescue Services	<input checked="" type="checkbox"/>	
Human Resources	<input checked="" type="checkbox"/>	
Infrastructure Replacement	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Law and Community Safety	<input checked="" type="checkbox"/>	
Parks	<input checked="" type="checkbox"/>	
Project Development	<input checked="" type="checkbox"/>	
Public Works	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Recreation and Sport Services	<input checked="" type="checkbox"/>	
Risk Management	<input checked="" type="checkbox"/>	
Sanitation and Recycling	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

## Staff Report

### Origin

The 5 Year Financial Plan (2015-2019) Bylaw 9220 was adopted on April 13, 2015. Included in the 5 Year Financial Plan (5YFP) are the 2015 Capital, Utility and Operating Budgets.

Subsection 165(2) of the *Community Charter* allows for amendments of the financial plan by bylaw and Section 137(1) (b) directs that the power to amend or repeal must be exercised by bylaw and is subject to the same approval and other requirements, if any, as the power to adopt a new bylaw under that authority. Section 166 states that a council must undertake a process of public consultation regarding the proposed financial plan before it is adopted.

### Analysis

Subsequent to the adoption of the 5YFP, additional opportunities and projects have emerged. Individual staff reports detailing these amendments have been presented to Council for approval.

Also, amendments resulting from additional grant funding and contributions, re-classification of costs or unexpected expenditures are presented in accordance with Policy 3001 - Budget Amendments.

Highlights of the amendments include:

- The Land Acquisition Strategy, including use of the Legacy Reserve as a funding source, which was approved by Council subsequent to the adoption of the financial plan bylaw.
- Affordable Housing contributions for Storeys and Kiwanis were previously approved by Council; however, the funding to make these contributions was not yet received into the Affordable Housing Reserve and the timing of payment was not known as it is based on construction milestones.
- Phase 4 of the Alexandra District Energy Utility was originally budgeted in 2016; however, due to changes in the project schedule and project requirements, Phase 4 has been advanced to commence in 2015.

The current expenditure bylaw does not include these amounts and staff recommend that these amendments to the 5YFP be approved. There is **no tax impact** for any of these amendments.

The Council approved changes to the 2015 5YFP presented in order of Council meeting dates, are:

1. a. At the Council meeting on March 9, 2015, Council approved the following:

*That an amendment to the City's Five Year Financial Plan (2015-2019) to include capital costs of \$17,000 in 2015 with funding from the Enterprise Fund provision be approved for this pilot project.*

The 2015 Capital Budget will be increased by \$17,000 with funding from the Enterprise

Fund Provision for capital costs to upgrade electrical infrastructure as required to implement the 2015 joint BC Hydro – City of Richmond LED Street Light and Adaptive Controls Trial Program.

- b. At the Closed Council meeting on April 27, 2015, Council approved that one-time expenditures of up to \$558,280 and funding from the Rate Stabilization Account be included as an amendment to the 5-Year Financial Plan (2015-2019) for the optional early termination of Land Use Contracts.

The following three amendments are required to the Operating Budget pertaining to the optional early termination of Land Use Contracts:

- i. The City Clerks budget will be increased by \$380,280 for administration costs for staffing and administrative costs for the Board of Variance, statutory notification costs for the Public Hearing, hard costs for facility rentals and other expenses for the Public Hearing.
  - ii. The Development Applications budget will be increased by \$150,000 for a Temporary Full-Time Planner.
  - iii. The Law budget will be increased by \$28,000 for legal fees and other expenses.
- c. At the Council meeting on May 25, 2015, Council approved the following:

*That an amendment to the City's Five Year Financial Plan (2015 – 2019) to include capital costs of \$2.6 million with \$2.3 million funding from the City's General Solid Waste and Recycling Provision and \$300,000 from the City's General Utility Surplus, be approved.*

The 2015 Capital Budget will be increased by \$2,600,000 for the capital costs associated with acquiring and delivering carts to residents. Part of the funding, \$2,300,000, will come from the General Solid Waste and Recycling Provision and the remaining \$300,000 will initially be funded by the General Utility Surplus and be repaid by the General Solid Waste and Recycling Provision which is expected to generate a surplus in 2015 due to the implementation of the Multi-Material BC program.

- d. At the Council meeting on May 25, 2015, Council approved the following:

*That funding of up to \$7.6 million through borrowing from the Utility General Surplus be approved for capital expenditure for design, construction and commissioning of the Phase 4 expansion of the Alexandra District Energy Utility and that the Five Year Financial Plan (2015-2019) be amended accordingly.*

The 2015 Capital Budget will be increased by \$7,600,000 through internal borrowing from the General Utility Surplus for the Phase 4 expansion of the Alexandra District Energy Utility.



- e. At the Council meeting on June 8, 2015, Council approved the following:

*That the City's 5 Year Financial Plan (2015-2019), as outlined in the staff report titled "King George Park Rugby Field Upgrades," dated May 7, 2015, from the Senior Manager, Parks, be amended to include \$115,000 for rugby field improvements at King George Park to be funded from the Sports Fund within Capital Building Infrastructure Reserve.*

The 2015 Capital Budget will be increased by \$115,000 for rugby field improvements at King George Park funded by the Capital Building Infrastructure Reserve.

- f. At the Closed Council meeting on June 8, 2015, Council approved the following:

- i. Utilize \$16,600,000 from the Legacy Reserve for Strategic Land Acquisitions.
- ii. Transfer \$15,500,000 from General Surplus to the Industrial Use Reserve.

The 2015 Capital Budget will be amended by \$35,550,000 for strategic land acquisitions with \$16,600,000 funding from the Legacy Reserve, \$15,500,000 from the Industrial Use Reserve, and \$3,450,000 from Developer Contributions. Acquisitions will be subject to Council's approval.

- g. At the Closed Council meeting on July 13, 2015, Council approved the following:

*That the Five-Year Financial Plan (2015-2019) be amended to include an additional \$17,848,868 (from the Affordable Housing Reserve Fund) for the City's contribution to the Development, which is up to a maximum of \$19,861,021.*

Council approved a total contribution of \$19,861,021 toward the Storey's Development with approved funding sources from the Affordable Housing Reserve, which received Affordable Housing Value Transfers and \$3,000,000 from the gaming provision. The remaining balance of \$2,012,153 is available in previously approved Affordable Housing projects. The 2015 Capital Budget will be increased by \$17,848,868.

- h. At the Council meeting on July 13, 2015, Council approved the following:

*That \$250,000 from the following completed projects, McLennan South (\$23,000), McLennan North (\$119,000), and Woodward's School (\$55,000), and Parks General Development (\$53,000) be transferred to fund the Steveston Town Square Park Concept Plan project and that this project be included in the 5 Year Financial Plan (2015-2019) amendment.*

The 2015 Capital Budget will be amended to include this additional project of \$250,000 for the Steveston Town Square Park Concept Plan funded by the balances of various capital projects listed as above which consist of \$172,000 from Parks Development Reserves and \$78,000 from Developers' contributions.

- i. At the Council meeting on July 13, 2015, Council approved the following:

*That an amendment to the City's Five Year Financial Plan (2015-2019) to include \$59,897 for the cost of the artwork with funding coming from the Oris Development's contribution as part of the rezoning application to the Public Art Reserve Fund be brought forward for Council's consideration.*

The 2015 Capital Budget will be increased by \$59,897 for the Public Art Program funded by the Public Art Reserve Fund through a contribution from Oris Development.

- j. At the Closed Council meeting on July 27, 2015, Council approved that the 2015 Capital Budget be increased by \$1,180,000 for a capital project of tenant improvements at 7400 River Road for Recreation and Sport purposes to be funded by the Leisure Reserve Fund.

- k. At the Council meeting on September 14, 2015, Council approved the following:

*That the Five-Year Financial Plan (2015-2019) Bylaw be amended to include an additional \$3,961,556 (from the Affordable Housing Reserve Fund) for the City's contribution.*

The 2015 Capital Budget will be increased by \$3,961,556 for the 3<sup>rd</sup> disbursement payable to Kiwanis Senior Citizens Housing Society to be funded by the Affordable Housing Reserve.

During the year, the 5 Year Financial Plan Bylaw may require amendments due to external contributions being received, re-classification of expenditure budgets or unexpected expenditures funded by provisions or reserves. The amendments are as follows:

2. a. Increase the scope of existing programs and projects by a total of \$2,970,209 from additional external funding received from various sources including ICBC, the Province of BC, developers, TransLink, Corix Utilities, etc. The Capital Budget is amended as follows:

Table 1 Various Grants and External Sources	(in \$000's)
Capital Programs	Amounts
Roads	\$1,591
Major Parks/Streetscapes	895
District Energy Utility	280
Building Program	120
Minor Parks	84
<b>Total</b>	<b>\$2,970</b>

- b. The 2015 Capital Budget will be increased by \$1,860,778 for the 4<sup>th</sup> disbursement payable to Kiwanis Senior Citizens Housing Society as approved by Council on July 16, 2012. Contributions to the Affordable Housing Reserve are expected to be received, which will

provide the funding for this disbursement.

- c. Increase the 2015 Capital Budget by \$215,000 for the replacement of 32 street light poles and luminaires on the No.2 Road Bridge funded by the MRN Rehabilitation Provision.
  - d. Increase the 2015 Capital budget by \$40,000 for Laneway Improvements funded by the Uninsured Provision.
  - e. Transfer \$40,000 from the Fire and Rescue Services operating budget to the 2015 Capital Budget for the costs of the flashover simulator required for the live fire burn building as part of the training site development.
3. Budget Amendment Policy 3001 states that changes to salaries be reported to the Committee. The following amendments will result in no net increase to the 2015 Operating Budget:
- a. Reallocate \$1,286,326 within the Law and Community Services Division due to Fire retro pay settlement and rate adjustments for 2012-2013.
  - b. Reallocate \$313,000 of salary budget resources within Richmond Fire Rescue to general operating expenses for emergency vehicle repairs and other operating expenditures.
  - c. Reallocate \$127,324 of salary budget resources within Engineering Design and Construction for the provision of pre-construction services for Roads DCC Cost Estimates and consulting services.
  - d. Transfer \$115,000 of salary budget resources from the Fire Suppression operating budget to the 2015 Capital Budget for the replacement of Fire Pumper equipment.
  - e. Transfer \$55,000 from the Finance department to Engineering Design and Construction for a Temporary Full-Time Project Manager for the Roads DCC Program Update. This funding was previously approved by Council as part of a 2015 one-time expenditure.
  - f. Transfer \$45,000 from the Finance department to Transportation Planning for an auxiliary staff (\$27,710) and consultant (\$17,290) for the Roads DCC Program Update. This funding was previously approved by Council as part of a 2015 one-time expenditure.
  - g. Transfer \$32,260 from the Finance department to Clerk's Office to provide funding for the Temporary Full-Time Freedom of Information Specialist position.
4. The Operating and Utility Budgets include estimates for work expected to be funded by User Fee Revenue. The following adjustments align the budget to projected levels of activity within each section. The following adjustments have no tax impact:
- a. Increase the Engineering and Public Works expenditure budget by \$855,857 including a \$677,385 adjustment to the Roads and Construction section and \$178,472 to Storm Drainage section to offset the receivable income which is projected to exceed original

budget estimates.

- b. Increase the Water Utility expenditure budget by \$669,551 to offset receivable income which is projected to exceed original budget estimates.
  - c. Increase the Traffic expenditure budget by \$100,000 to offset receivable income which is projected to exceed original budget estimates.
5. The following amendments to the Operating and Utility Budget are funded by external grants, transfer of existing budget resources, or funding from Provisions or Reserves.
- a. Increase the Administration and Compliance expenditure budget by \$275,000 for the Corporate Performance Measurement Program funded by the Corporate Provision. Funding for this program was appropriated from the 2014 Operating Surplus; however, the expenditure was not included in the Financial Plan.
  - b. Increase the Human Resource expenditure budget by \$150,000 for arbitration and legal expenditures funded by the Arbitration Provision.
  - c. Increase the Major Events expenditure budget by \$123,339 funded by the Major Events Provision:
    - i. The Richmond Maritime Festival received sponsorship funding in 2014 that was appropriated for the 2015 event (\$63,339).
    - ii. Council approved funding for the 2015 and 2016 Richmond Children's Arts Festival but only one year was included in the 2015-2019 financial plan. Since this event takes place in February 2016, planning begins in the Fall; therefore, starting with the 2015 budget amendment, the funding is budgeted one year in advance with any unspent funding carried forward into the 2016 budget (\$60,000).
  - d. Transfer \$100,000 from the Finance department to Administration and Compliance to address the language on signs Council referral.
  - e. Increase the Community Social Development expenditure budget by \$100,000 for professional fees funded by the Legal Provision.
  - f. Increase the Energy Management expenditure budget by \$64,000 for energy assessment work for the Minoru Complex funded by the Energy Operating Provision.
  - g. Increase the Parks expenditure budget by \$225,000 for tree planting activities funded by developer contributions.
  - h. Increase the Major Road Network (MRN) expenditure budget by \$136,000 which will be funded by TransLink for the MRN program.

- i. Increase the Major Events and Film expenditure budget by \$80,000 for the 2015 Torch Relay (Toronto-Richmond, BC) which will be funded by contributions received from the Government of Canada.
- j. Increase the Infrastructure Replacement expenditure budget by \$70,000 to complete the front entrance upgrades of Steveston Net Shed, which will be funded by the LEED Green Association.
- k. Increase the General Waste-Environmental expenditure budget by \$11,300 with \$6,400 from the TD Friends of Environment Grant and \$4,900 from the Richmond Invasive Plant Management grant.
- l. Increase the Risk Management expenditure budget by \$7,000 for new initiatives to reduce liability claims, which will be funded by the Municipal Insurance Association of BC grant.
- m. Increase the Major Events and Film expenditure budget by \$5,000 for the Provincial Launch of Culture Days funded by the Province.
- n. Increase the Records and Information expenditure budget by \$3,900 for the Photograph Description and Indexing Project funded by the Friends of the Richmond Archives Trust.
- o. Increase the Fitness Wellness Services expenditure budget by \$2,818 for funding received from the Province related to the Shapedown program.

### Financial Impact

The proposed 2015 budget amendments have **no tax impact**. Overall, there is an increase of \$74,173,308 to the 2015 Capital Budget and \$3,282,045 to the 2015 Operating and Utility Budget. Each of these annual budgets combines to form part of the 2015-2019 5YFP. The 2015-2019 5YFP schedule and funding sources can be found in Attachments 1 - 3.

**Table 2 Capital Budget – Summary of Changes (in \$000's)**

Item	Description	Ref	Amount
<b>Capital Budget as at April 13, 2015</b>			<b>\$93,041</b>
1	LED Street Light Trial Program	1.a	17
2	Bi-weekly Garbage Collection	1.c	2,600
3	Alexandra District Energy Utility Expansion Phase 4	1.d	7,600
4	King George Park Rugby Field Upgrades	1.e	115
5	Land Strategy Funding	1.f	35,550
6	Advancement of the Storeys Development	1.g	17,849
7	Steveston Town Square Park Concept Plan	1.h	-
8	Donation of Public Artwork	1.i	60
9	Recreation and Sport Tenant Improvements	1.j	1,180
10	Kiwanis Disbursement #3	1.k	3,961



Item	Description	Ref	Amount
11	Various Grants & External Sources	2.a	2,970
12	Kiwanis Disbursement #4	2.b	1,861
13	No. 2 Rd Bridge Street Light Pole Replacement	2.c	215
14	Laneway Improvements	2.d	40
15	Flashover Simulator Project	2.e	40
16	Fire Pumper Replacement	3.d	115
<b>Total Amendments</b>			<b>74,173</b>
<b>Total Amended 2015 Capital Budget</b>			<b>\$167,214</b>

**Table 3 Operating and Utility Expenditure Budget – Summary of Changes (in \$000's)**

Item	Description	Ref	Amount
<b>Operating and Utility Budget as at April 13, 2015</b>			<b>\$438,331</b>
1	Early Termination of Land Use Contracts	1.b	558
2	Flashover Simulator Project	2.e	(40)
3	Fire Retro Pay Settlement	3.a	-
4	Fire Rescue Salary Reallocation	3.b	-
5	Engineering Consulting Services	3.c	-
6	Fire Pumper Replacement	3.d	(115)
7	Roads DCC Program Update	3.e & f	-
8	Freedom of Information Specialist Position	3.g	-
9	Storm Drainage Receivable Increases	4.a	856
10	Water Receivable Increases	4.b	670
11	Traffic Receivable Increases	4.c	100
12	Corporate Performance Measurement Program	5.a	275
13	HR Arbitration	5.b	150
14	Major Events Funding	5.c	123
15	Sign Bylaw Project	5.d	-
16	Community Social Development Legal Fees	5.e	100
17	Minoru Complex Energy Assessment	5.f	64
18	Tree Planting	5.g	225
19	Major Road Network (MRN)	5.h	136
20	2015 Torch Relay (Toronto-Richmond, BC)	5.i	80
21	Steveston Net Shed Project	5.j	70
22	General Waste-Environmental Grants	5.k	11
23	Risk Management Grants	5.l	7
24	Provincial Culture Days Grants	5.m	5
25	Friends of the Richmond Archives Trust	5.n	4
26	Shapedown Contract Contribution	5.o	3
<b>Total Amendments</b>			<b>3,282</b>
<b>Total Amended 2015 Operating and Utility Expenditure Budget</b>			<b>\$441,613</b>

Items included in the above Summary of Changes with no amount represent offsetting adjustments due to transfers within the Operating and Utility Budget, resulting in no overall increase to the Operating and Utility Budget.

### **Conclusion**

Staff recommend that Council approve the 2015 Capital, Operating and Utility Budget amendments to accommodate the expenditures within the 5 Year Financial Plan Bylaw. The proposed 2015 budget amendments will have no tax impact. Overall, there is an increase of \$74,173,308 to the 2015 Capital Budget and \$3,282,045 to the 2015 Operating and Utility Budget.

As required in Section 166 of the *Community Charter*, staff will conduct a process of public consultation prior to the final reading on October 26, 2015.



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

- Att. 1: 5 Year Amended Financial Plan (2015 - 2019) – Funding Sources/Transfers
- Att. 2: 5 Year Amended Financial Plan (2015 - 2019) – Expenditures/Transfers
- Att. 3: 5 Year Amended Financial Plan (2015 - 2019) – Capital Funding Sources

**CITY OF RICHMOND**  
**5 YEAR AMENDED FINANCIAL PLAN (2015 - 2019)**  
**FUNDING SOURCES/TRANSFERS**  
(In \$000's)

	2015 Amended	2016	2017	2018	2019
<b>Operating and Utility Funding Sources</b>					
Property Taxes	\$189,796	\$197,851	\$206,047	\$214,411	\$222,867
Utilities	100,642	103,814	107,852	111,491	115,308
Fees and Charges	34,432	32,982	33,160	33,643	34,122
Gaming Revenue	18,030	18,030	18,030	18,030	18,030
Investment Income	16,228	16,233	16,238	16,248	16,257
Payments in Lieu of Taxes	13,473	13,473	13,473	13,473	13,473
Grants	4,784	4,187	4,206	4,235	4,265
Penalties and Interest on Taxes	1,015	1,015	1,015	1,015	1,015
<b>Total Operating and Utility Funding Sources</b>	<b>\$378,400</b>	<b>\$387,585</b>	<b>\$400,021</b>	<b>\$412,546</b>	<b>\$425,337</b>
<b>Capital Funding Sources</b>					
Transfer from DCC Reserve	\$23,828	\$12,931	\$18,300	\$14,230	\$10,264
Transfer from Other Funds and Reserves	165,711	57,518	49,370	47,361	56,551
External Contributions	5,185	775	375	375	375
Carryforward Prior Years	259,175	222,637	181,352	131,575	116,122
Developer Contributed Assets	55,000	55,000	55,000	55,000	55,000
<b>Total Capital Funding Sources</b>	<b>\$508,899</b>	<b>\$348,861</b>	<b>\$304,397</b>	<b>\$248,541</b>	<b>\$238,312</b>
<b>Total Operating, Utility and Capital Funding Sources</b>	<b>\$887,299</b>	<b>\$736,446</b>	<b>\$704,418</b>	<b>\$661,087</b>	<b>\$663,649</b>
<b>Transfers</b>					
Transfer from Capital Equity	\$49,416	\$48,463	\$52,349	\$56,928	\$57,052
Transfer from Surplus	13,837	2,133	1,966	1,896	1,901
<b>Total Transfers</b>	<b>\$63,253</b>	<b>\$50,596</b>	<b>\$54,315</b>	<b>\$58,824</b>	<b>\$58,953</b>
<b>TOTAL FUNDING SOURCES AND TRANSFERS</b>	<b>\$950,552</b>	<b>\$787,042</b>	<b>\$758,733</b>	<b>\$719,911</b>	<b>\$722,602</b>



**CITY OF RICHMOND**  
**5 YEAR AMENDED FINANCIAL PLAN (2015 - 2019)**  
**EXPENDITURES/TRANSFERS**  
(In \$000's)

	2015 Amended	2016	2017	2018	2019
<b>Expenditures/Transfers</b>					
Utility Budget					
Utilities	\$79,056	\$81,490	\$85,410	\$88,863	\$92,488
Transfer to Drainage Improvement Replacement Reserve	10,411	10,468	10,584	10,771	10,962
Transfer to Watermain Replacement Reserve	7,500	7,500	7,500	7,500	7,500
Transfer to Sanitary Sewer Reserve	4,256	4,256	4,256	4,256	4,256
Transfer to Equipment Replacement Reserve	100	100	100	100	100
Amortization	7,375	7,375	7,375	7,375	7,375
<b>Total Utility Budget</b>	<b>\$108,698</b>	<b>\$111,189</b>	<b>\$115,225</b>	<b>\$118,865</b>	<b>\$122,681</b>
<b>Operating Budget</b>					
Law and Community Safety	\$87,391	\$89,173	\$91,177	\$93,518	\$95,802
Transfer to Equipment Replacement Reserve	983	983	983	983	983
Amortization	2,620	2,620	2,620	2,620	2,620
Community Services	50,109	48,642	50,338	51,325	52,310
Richmond Public Library	8,768	8,632	8,727	8,876	9,027
Transfer to Capital Building & Infrastructure Reserve	252	252	252	252	252
Amortization	5,056	4,104	7,990	12,569	12,693
Engineering and Public Works	40,520	37,836	38,532	39,491	40,419
Transfer to Equipment Replacement Reserve	1,675	1,675	1,675	1,675	1,675
Amortization	22,932	22,932	22,932	22,932	22,932
Finance and Corporate Services	24,395	22,598	22,845	23,242	23,645
Amortization	1,295	1,295	1,295	1,295	1,295
Planning and Development	12,792	12,485	12,709	12,967	13,249
Amortization	923	923	923	923	923
Corporate Administration	8,531	8,235	8,296	8,427	8,560
Fiscal	11,604	11,478	12,717	14,266	15,961
Municipal Debt Interest	1,678	1,678	1,678	1,678	1,678
Municipal Debt Principal	4,232	4,232	4,232	4,232	4,232
Transfer to Capital Building & Infrastructure Reserve	13,704	13,764	15,735	17,779	19,898
Transfer to Capital Reserve	12,990	12,990	12,990	12,990	12,990
Transfer Investment Income to Statutory Reserves	11,250	11,250	11,250	11,250	11,250
Amortization	9,215	9,215	9,215	9,215	9,215
<b>Total Operating Budget</b>	<b>\$332,915</b>	<b>\$326,992</b>	<b>\$339,111</b>	<b>\$352,505</b>	<b>\$361,609</b>
<b>Capital Plan</b>					
Current Year Capital Expenditures	\$194,764	\$71,224	\$68,045	\$61,966	\$67,190
Carryforward Prior Years	259,175	222,637	181,352	131,575	116,122
Developer Contributed Assets	55,000	55,000	55,000	55,000	55,000
<b>Total Capital Plan</b>	<b>\$508,939</b>	<b>\$348,861</b>	<b>\$304,397</b>	<b>\$248,541</b>	<b>\$238,312</b>
<b>TOTAL EXPENDITURES/TRANSFERS</b>	<b>\$950,552</b>	<b>\$787,042</b>	<b>\$758,733</b>	<b>\$719,911</b>	<b>\$722,602</b>
<b>Proposed Property Tax Increase</b>	<b>1.89%</b>	<b>2.98%</b>	<b>2.98%</b>	<b>2.99%</b>	<b>2.96%</b>

**CITY OF RICHMOND**  
**5 YEAR AMENDED FINANCIAL PLAN (2015 - 2019)**  
**CAPITAL FUNDING SOURCES**  
(In \$000's)

	2015 Amended	2016	2017	2018	2019
<b>DCC Reserves</b>					
Drainage	\$644	\$-	\$644	\$3,411	\$97
Parks Acquisition	9,527	3,762	3,762	3,762	3,762
Parks Development	5,250	2,680	2,649	1,364	1,787
Roads	4,855	4,969	10,045	3,634	3,633
Sanitary Sewer	2,648	724	613	1,354	-
Water	904	796	587	705	985
<b>Total DCC Reserves</b>	<b>\$23,828</b>	<b>\$12,931</b>	<b>\$18,300</b>	<b>\$14,230</b>	<b>\$10,264</b>
<b>Statutory Reserves</b>					
Affordable Housing Reserve Fund	\$24,830	\$750	\$750	\$605	\$-
Capital Building and Infrastructure Reserve Fund	115	600	-	-	1,800
Capital Reserve Fund	42,370	10,692	10,734	13,066	12,574
Child Care Development Reserve Fund	10	50	50	50	50
Drainage Improvement Reserve Fund	10,664	9,895	10,162	6,764	10,458
Equipment Replacement Reserve Fund	2,850	3,336	2,682	2,852	3,140
Legacy Reserve Fund	16,600	-	-	-	-
Leisure Facilities Reserve Fund	1,180	-	-	-	-
Neighbourhood Improvement Reserve Fund	240	-	-	-	-
Public Art Program Reserve Fund	408	100	100	100	100
Sanitary Sewer Reserve Fund	6,082	4,996	4,657	3,936	3,890
Waterfront Improvement Reserve Fund	500	250	-	250	-
Watermain Replacement Reserve Fund	7,829	11,427	9,048	8,363	9,025
<b>Total Statutory Reserves</b>	<b>\$113,678</b>	<b>\$42,096</b>	<b>\$38,183</b>	<b>\$35,986</b>	<b>\$41,037</b>
<b>Other Sources</b>					
Appropriated Surplus	\$49,861	\$13,652	\$9,417	\$9,505	\$14,964
Enterprise	892	450	450	550	550
Water Metering Provision	1,320	1,320	1,320	1,320	-
Grant, Developer and Community Contributions	5,185	775	375	375	375
<b>Total Other Sources</b>	<b>\$57,258</b>	<b>\$16,197</b>	<b>\$11,562</b>	<b>\$11,750</b>	<b>\$15,889</b>
<b>TOTAL CAPITAL FUNDING</b>	<b>\$194,764</b>	<b>\$71,224</b>	<b>\$68,045</b>	<b>\$61,966</b>	<b>\$67,190</b>



**5 Year Financial Plan (2015-2019) Bylaw 9220  
Amendment Bylaw 9296**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the 5 Year Financial Plan (2015-2019) Bylaw 9220, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as **"5 Year Financial Plan (2015-2019) Bylaw 9220, Amendment Bylaw 9296"**.

FIRST READING

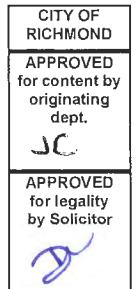
SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



**SCHEDULE A:**

**CITY OF RICHMOND**  
**5 YEAR AMENDED FINANCIAL PLAN (2015-2019)**  
**FUNDING SOURCES/TRANSFERS**  
(In \$000's)

	2015 Amended	2016	2017	2018	2019
<b>Operating and Utility Funding Sources</b>					
Property Taxes	\$189,796	\$197,851	\$206,047	\$214,411	\$222,867
Utilities	100,642	103,814	107,852	111,491	115,308
Fees and Charges	34,432	32,982	33,160	33,643	34,122
Gaming Revenue	18,030	18,030	18,030	18,030	18,030
Investment Income	16,228	16,233	16,238	16,248	16,257
Payments in Lieu of Taxes	13,473	13,473	13,473	13,473	13,473
Grants	4,784	4,187	4,206	4,235	4,265
Penalties and Interest on Taxes	1,015	1,015	1,015	1,015	1,015
<b>Total Operating and Utility Funding Sources</b>	<b>\$378,400</b>	<b>\$387,585</b>	<b>\$400,021</b>	<b>\$412,546</b>	<b>\$425,337</b>
<b>Capital Funding Sources</b>					
Transfer from DCC Reserve	\$23,828	\$12,931	\$18,300	\$14,230	\$10,264
Transfer from Other Funds and Reserves	134,751	57,518	49,370	47,361	56,551
External Contributions	8,635	775	375	375	375
Carryforward Prior Years	259,175	222,637	181,352	131,575	116,122
Developer Contributed Assets	55,000	55,000	55,000	55,000	55,000
<b>Total Capital Funding Sources</b>	<b>\$481,389</b>	<b>\$348,861</b>	<b>\$304,397</b>	<b>\$248,541</b>	<b>\$238,312</b>
<b>Total Operating, Utility and Capital Funding Sources</b>	<b>\$859,789</b>	<b>\$736,446</b>	<b>\$704,418</b>	<b>\$661,087</b>	<b>\$663,649</b>
<b>Transfers</b>					
Transfer from Capital Equity	\$49,416	\$48,463	\$52,349	\$56,928	\$57,052
Transfer from Surplus	13,797	2,133	1,966	1,896	1,901
<b>Total Transfers</b>	<b>\$63,213</b>	<b>\$50,596</b>	<b>\$54,315</b>	<b>\$58,824</b>	<b>\$58,953</b>
<b>TOTAL FUNDING SOURCES AND TRANSFERS</b>	<b>\$923,002</b>	<b>\$787,042</b>	<b>\$758,733</b>	<b>\$719,911</b>	<b>\$722,602</b>



**SCHEDULE A (CONT'D):**

**CITY OF RICHMOND**  
**5 YEAR AMENDED FINANCIAL PLAN (2015-2019)**  
**EXPENDITURES/TRANSFERS**  
(In \$000's)

	2015 Amended	2016	2017	2018	2019
<b>Expenditures/Transfers</b>					
<b>Utility Budget</b>					
Utilities	\$79,056	\$81,490	\$85,410	\$88,863	\$92,488
Transfer to Drainage Improvement Replacement Reserve	10,411	10,468	10,584	10,771	10,962
Transfer to Watermain Replacement Reserve	7,500	7,500	7,500	7,500	7,500
Transfer to Sanitary Sewer Reserve	4,256	4,256	4,256	4,256	4,256
Transfer to Equipment Replacement Reserve	100	100	100	100	100
Amortization	7,375	7,375	7,375	7,375	7,375
<b>Total Utility Budget</b>	<b>\$108,698</b>	<b>\$111,189</b>	<b>\$115,225</b>	<b>\$118,865</b>	<b>\$122,681</b>
<b>Operating Budget</b>					
Law and Community Safety	\$87,391	\$89,173	\$91,177	\$93,518	\$95,802
Transfer to Equipment Replacement Reserve	983	983	983	983	983
Amortization	2,620	2,620	2,620	2,620	2,620
Community Services	50,109	48,642	50,338	51,325	52,310
Richmond Public Library	8,768	8,632	8,727	8,876	9,027
Transfer to Capital Building & Infrastructure Reserve	252	252	252	252	252
Amortization	5,056	4,104	7,990	12,569	12,693
Engineering and Public Works	40,520	37,836	38,532	39,491	40,419
Transfer to Equipment Replacement Reserve	1,675	1,675	1,675	1,675	1,675
Amortization	22,932	22,932	22,932	22,932	22,932
Finance and Corporate Services	24,395	22,598	22,845	23,242	23,645
Amortization	1,295	1,295	1,295	1,295	1,295
Planning and Development	12,792	12,485	12,709	12,967	13,249
Amortization	923	923	923	923	923
Corporate Administration	8,531	8,235	8,296	8,427	8,560
Fiscal	11,604	11,478	12,717	14,266	15,961
Municipal Debt Interest	1,678	1,678	1,678	1,678	1,678
Municipal Debt Principal	4,232	4,232	4,232	4,232	4,232
Transfer to Capital Building & Infrastructure Reserve	13,704	13,764	15,735	17,779	19,898
Transfer to Capital Reserve	12,990	12,990	12,990	12,990	12,990
Transfer Investment Income to Statutory Reserves	11,250	11,250	11,250	11,250	11,250
Amortization	9,215	9,215	9,215	9,215	9,215
<b>Total Operating Budget</b>	<b>\$332,915</b>	<b>\$326,992</b>	<b>\$339,111</b>	<b>\$352,505</b>	<b>\$361,609</b>
<b>Capital Plan</b>					
Current Year Capital Expenditures	\$167,214	\$71,224	\$68,045	\$61,966	\$67,190
Carryforward Prior Years	259,175	222,637	181,352	131,575	116,122
Developer Contributed Assets	55,000	55,000	55,000	55,000	55,000
<b>Total Capital Plan</b>	<b>\$481,389</b>	<b>\$348,861</b>	<b>\$304,397</b>	<b>\$248,541</b>	<b>\$238,312</b>
<b>TOTAL EXPENDITURES/TRANSFERS</b>	<b>\$923,002</b>	<b>\$787,042</b>	<b>\$758,733</b>	<b>\$719,911</b>	<b>\$722,602</b>
<b>Proposed Property Tax Increase</b>	<b>1.89%</b>	<b>2.98%</b>	<b>2.98%</b>	<b>2.99%</b>	<b>2.96%</b>



**SCHEDULE B:**

**CITY OF RICHMOND  
5 YEAR AMENDED FINANCIAL PLAN  
CAPITAL FUNDING SOURCES (2015-2019)  
(In \$000's)**

	2015 Amended	2016	2017	2018	2019
<b>DCC Reserves</b>					
Drainage	\$644	\$-	\$644	\$3,411	\$97
Parks Acquisition	9,527	3,762	3,762	3,762	3,762
Parks Development	5,250	2,680	2,649	1,364	1,787
Roads	4,855	4,969	10,045	3,634	3,633
Sanitary Sewer	2,648	724	613	1,354	-
Water	904	796	587	705	985
<b>Total DCC Reserves</b>	<b>\$23,828</b>	<b>\$12,931</b>	<b>\$18,300</b>	<b>\$14,230</b>	<b>\$10,264</b>
<b>Statutory Reserves</b>					
Affordable Housing Reserve Fund	\$24,830	\$750	\$750	\$605	\$-
Capital Building and Infrastructure Reserve Fund	115	600	-	-	1,800
Capital Reserve Fund	26,870	10,692	10,734	13,066	12,574
Child Care Development Reserve Fund	10	50	50	50	50
Drainage Improvement Reserve Fund	10,664	9,895	10,162	6,764	10,458
Equipment Replacement Reserve Fund	2,850	3,336	2,682	2,852	3,140
Legacy Reserve Fund	16,600	-	-	-	-
Leisure Facilities Reserve Fund	1,180	-	-	-	-
Neighbourhood Improvement Reserve Fund	240	-	-	-	-
Public Art Program Reserve Fund	408	100	100	100	100
Sanitary Sewer Reserve Fund	6,082	4,996	4,657	3,936	3,890
Waterfront Improvement Reserve Fund	500	250	-	250	-
Watermain Replacement Reserve Fund	7,829	11,427	9,048	8,363	9,025
<b>Total Statutory Reserves</b>	<b>\$98,178</b>	<b>\$42,096</b>	<b>\$38,183</b>	<b>\$35,986</b>	<b>\$41,037</b>
<b>Other Sources</b>					
Appropriated Surplus	\$34,361	\$13,652	\$9,417	\$9,505	\$14,964
Enterprise	892	450	450	550	550
Water Metering Provision	1,320	1,320	1,320	1,320	-
Grant, Developer and Community Contributions	8,635	775	375	375	375
<b>Total Other Sources</b>	<b>\$45,208</b>	<b>\$16,197</b>	<b>\$11,562</b>	<b>\$11,750</b>	<b>\$15,889</b>
<b>TOTAL CAPITAL FUNDING</b>	<b>\$167,214</b>	<b>\$71,224</b>	<b>\$68,045</b>	<b>\$61,966</b>	<b>\$67,190</b>

**SCHEDULE C:**  
**CITY OF RICHMOND**  
**5 YEAR AMENDED FINANCIAL PLAN (2015-2019)**  
**STATEMENT OF POLICIES AND OBJECTIVES**

**Revenue Proportions By Funding Source**

Property taxes are the largest portion of revenue for any municipality. Taxes provide a stable and consistent source of revenue for many services that are difficult or undesirable to fund on a user-pay basis. These include services such as community safety, general government, libraries and park maintenance.

**Objective:**

- Maintain revenue proportion from property taxes at current level or lower

**Policies:**

- Tax increases will be at CPI + 1% for transfers to reserves
- Annually, review and increase user fee levels by consumer price index (CPI).
- Any increase in alternative revenues and economic development beyond all financial strategy targets can be utilized for increased levels of service or to reduce the tax rate.

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2015.

**Table 1:**

<b>Funding Source</b>	<b>% of Total Revenue</b>
Property Taxes	50.2%
Utilities	26.6%
Fees and Charges	9.1%
Gaming Revenue	4.8%
Investment Income	4.3%
Payments in Lieu of Taxes	3.5%
Grants	1.2%
Penalties and Interest on Taxes	0.3%
Total Operating and Utility Funding Sources	100.0%

**SCHEDULE C (CONT'D):**

**CITY OF RICHMOND  
5 YEAR AMENDED FINANCIAL PLAN (2015-2019)  
STATEMENT OF POLICIES AND OBJECTIVES**

**Distribution of Property Taxes**

Table 2 provides the estimated 2015 distribution of property tax revenue among the property classes.

**Objective:**

- Maintain the City's business to residential tax ratio in the middle in comparison to other municipalities. This will ensure that the City will remain competitive with other municipalities in attracting and retaining businesses.

**Policies:**

- Regularly review and compare the City's tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.
- Continue economic development initiatives to attract businesses to the City of Richmond.

**Table 2:** (Estimated based on the 2015 Completed Roll figures)

<b>Property Class</b>	<b>% of Tax Burden</b>
Residential (1)	54.6%
Business (6)	35.5%
Light Industry (5)	8.2%
Others (2,4,8 & 9)	1.7%
Total	100.0%

**Permissive Tax Exemptions**

**Objective:**

- Council passes the annual permissive exemption bylaw to exempt certain properties from property tax in accordance with guidelines set out by Council Policy and the Community Charter. There is no legal obligation to grant exemptions.
- Permissive exemptions are evaluated with consideration to minimizing the tax burden to be shifted to the general taxpayer.

**Policy:**

- Exemptions are reviewed on an annual basis and are granted to those organizations meeting the requirements as set out under Council Policy 3561 and Sections 220 and 224 of the *Community Charter*.