



**Finance Committee
Electronic Meeting**

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

Monday, October 6, 2025

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 2, 2025.*



FINANCE AND CORPORATE SERVICES DIVISION

- 1. AMENDMENTS TO THE CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029) BYLAW NO. 10622**
(File Ref. No. 03-0975-01) (REDMS No. 8091284)

FIN-7

See Page FIN-7 for full report

Designated Speaker: Melissa Shiau

STAFF RECOMMENDATION

That the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709, which incorporates and puts into effect the changes as outlined in the staff report titled “Amendments to the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622” dated September 23, 2025, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.



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ITEM

2. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 10702**

(File Ref. No. 03-1240-01) (REDMS No. 8132107)

FIN-30

See Page FIN-30 for full report

Designated Speaker: Angela Zanardo

STAFF RECOMMENDATION

That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702 be introduced and given first, second and third readings.

☐

3. **PERMISSIVE PROPERTY TAX EXEMPTION (2026) BYLAW NO. 10670**

(File Ref. No. 03-0925-02-04) (REDMS No. 8017839)

FIN-85

See Page FIN-85 for full report

Designated Speaker: Angela Zanardo

STAFF RECOMMENDATION

That Permissive Property Tax Exemption (2026) Bylaw No. 10670 be introduced and given first, second and third readings.

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4. **REFERRAL RESPONSE – FINANCE AND AUDIT COMMITTEE**

(File Ref. No. 03-0950-02) (REDMS No. 8151003)

FIN-123

See Page FIN-123 for full report

Designated Speaker: Claudia Jesson

STAFF RECOMMENDATION

That the amended Terms of Reference for the Finance and Audit Committee as outlined in the report dated September 19, 2025, titled “Referral Response – Finance and Audit Committee,” from the Director, City Clerk’s Office, be approved.

☐

ADJOURNMENT

☐



Finance Committee

Date: Tuesday, September 2, 2025

Place: Anderson Room
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 5:25 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Finance Committee held on June 2, 2025, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

- 1. PROPOSED DEVELOPMENT COST CHARGES PROGRAM AND AMENITY COST CHARGES PROGRAM**
(File Ref. No. 03-0900-01) (REDMS No. 7973150)

Mayor Brodie advised that the motion was reworded to clarify that the staff recommendation is to endorse the Development Cost Charges (DCC) Program as presented in option 2 of the staff report and the Amenity Cost Charges (ACC) Program as presented in the staff report.

It was moved and seconded

1.

Finance Committee
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- (1) *That the Development Cost Charges Program as presented in option 2 of the staff report dated August 11, 2025, titled “Proposed Development Cost Charges Program and Amenity Cost Charges Program” from the Director, Finance, be endorsed as the basis for public consultation in establishing the amendment Development Cost Charges Imposition Bylaw; and*
- (2) *That the Amenity Cost Charges Program as presented in the staff report dated August 11, 2025, titled “Proposed Development Cost Charges Program and Amenity Cost Charges Program” from the Director, Finance, be endorsed as the basis for public consultation in establishing the new Amenity Cost Charges Imposition Bylaw.*

The question on the motion was not called as discussion ensued regarding (i) the estimate of the potential DCC rate impact to each development type based on the recommended DCC program and (ii) the DCC and ACC comparison charts by development type.

Staff were directed to provide a memorandum that includes a combined table comparing the 2025 estimated DCC and ACC rates.

Discussion ensued regarding (i) the data included in the letter from the Urban Development Institute compared to other municipalities’ DCC and ACC rates, with staff noting that the comparisons are not static and will change as time passes, (ii) the City’s ability to charge DCC for small-scale, multi-unit housing (SSMUH) developments, (iii) new legislation effective January 1, 2026 that will allow municipalities to defer the installment payment until occupancy, (iv) Option 2 involving delaying projects of lower priority, (v) defining types of the use in the bylaw to exclude specific amenities from ACC, and (vi) reserve funds to account for the operation and maintenance of City infrastructure.

In response to queries from Committee, staff advised that (i) single family dwellings with a secondary suite are not subject to DCC, (ii) the risk of under-collecting DCC could result in funding gaps that could lead to future spikes in DCC rates in order to catch up with cost increases, and (iii) the Municipal-paid portion of \$1.02 billion (31% of total capital costs) is comprised of future infrastructure that will be put in place that benefits the existing population.

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

2. ACTIVE CAPITAL PROJECTS FINANCIAL UPDATE - 2ND QUARTER JUNE 30, 2025

(File Ref. No. 03-0975-01) (REDMS No. 8121138)

It was moved and seconded

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That the staff report titled, “Active Capital Projects Financial Update – 2nd Quarter June 30, 2025”, dated August 11, 2025, from the Director, Finance, be received for information.

CARRIED

3. **FINANCIAL INFORMATION - 2ND QUARTER JUNE 30, 2025**
(File Ref. No. 03-0905-01) (REDMS No. 8096003)

It was moved and seconded

That the staff report titled, “Financial Information – 2nd Quarter June 30, 2025”, dated August 11, 2025, from the Director, Finance, be received for information.

CARRIED

LULU ISLAND ENERGY COMPANY

4. **LULU ISLAND ENERGY COMPANY – 2025 2ND QUARTER FINANCIAL INFORMATION**
(File Ref. No. 03-0950-01) (REDMS No. 8128848)

It was moved and seconded

That the Lulu Island Energy Company report titled “Lulu Island Energy Company – 2025 2nd Quarter Financial Information”, dated July 21, 2025, from the Chief Executive Officer and Chief Financial Officer, be received for information.

CARRIED

RICHMOND OLYMPIC OVAL CORPORATION

5. **RICHMOND OLYMPIC OVAL CORPORATION 2ND QUARTER 2025 FINANCIAL INFORMATION**
(File Ref. No. 03-1200-09) (REDMS No. 8143202)

Staff advised that at the beginning of 2025, Richmond Olympic Oval staff committed to a more sustainable and efficient model of service delivery, noting that the financial information from the 2nd Quarter 2025 affirms that the new model is working as they are seeing tangible progress with enhanced community engagement, growing visitation, and strong financial performance. Staff also noted that, in the spirit of greater transparency and communication, the report provided to Council is the same report provided to the Oval’s Board of Directors.

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Discussion ensued regarding (i) 2025 funding from the 2010 Games Operating Trust (GOT) and (ii) post-employment benefits which are benefit obligations accrued based on projected benefits prorated as employees render services necessary to earn future benefits.

It was moved and seconded

That the Richmond Olympic Oval Corporation 2nd Quarter 2025 Financial Information report from the Director, Finance, Innovation & Technology, Richmond Olympic Oval Corporation be received for information.

CARRIED

ADJOURNMENT

It was moved and seconded

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

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Tuesday, September 2, 2025.

Mayor Malcolm D. Brodie
Chair

Shannon Unrau
Legislative Services Associate



City of Richmond

Report to Committee

To: Finance Committee
From: Jerry Chong, CPA, CA
General Manager, Finance and Corporate Services
Date: September 23, 2025
File: 03-0975-01/2025-Vol 01
Re: **Amendments to the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622**

Staff Recommendation

That the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709, which incorporates and puts into effect the changes as outlined in the staff report titled "Amendments to the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622" dated September 23, 2025, from the General Manager, Finance and Corporate Services, be introduced and given first, second and third readings.

Jerry Chong, CPA, CA
General Manager, Finance and Corporate Services
(604-276-4064)

Att. 3

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE		
Arts, Culture & Heritage	☒	Flood Protection Utility	☒
Building Approvals	☒	Information Technology	☒
Business Services	☒	Law	☒
Community Safety Admin	☒	Parks Services	☒
Climate & Environment	☒	Real Estate Services	☒
Community Social Development	☒	Richmond Public Library	☒
Emergency Programs	☒	Roads & Construction	☒
Environmental Services	☒	Transportation	☒
Facilities & Project Development	☒		
Fire Rescue	☒		
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO	

Staff Report

Origin

The Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622 was adopted on January 27, 2025. Included in the Consolidated 5 Year Financial Plan (5YFP) are the City's 2025 Capital, Utility and Operating Budgets. The following budget amendments are for the 2025 Capital, Utility and Operating Budgets of the City and the Richmond Public Library Budget.

This report supports Council's Strategic Plan 2022-2026 Strategy #4 Responsible Financial Management and Governance:

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Subsequent to the adoption of the 5YFP, new projects and changes to previously established programs have occurred. Individual staff reports detailing the amendments in section 1 have been presented to Council for approval.

Increases to the operating, utility, and capital budget are required where expenses were not budgeted in the 5YFP. The current expenditure bylaw does not include these amounts and in order to comply with Section 173 of the *Community Charter*, the 5YFP needs to be amended to have authority to incur these expenditures. There is no tax impact for any of these amendments.

1) The Council approved amendments to the Consolidated 5 Year Financial Plan (2025-2029) presented in order of Council meeting dates, are:

a) At the Council meeting on May 27, 2024, Council approved the following:

- (1) That the proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond Road Improvement Program – 2024 Update," dated April 19, 2024 from the Director, Transportation, be endorsed for submission to the ICBC 2024 Road Improvement Program for consideration of cost-share funding; and*
- (2) That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2024-2028) be amended accordingly.*

The City was informed on October 4, 2024 that this funding application was approved for \$445,500. This will replace the \$418,993 funded by the Roads Development Cost Charges (DCC) and \$26,507 funded by the Capital Reserve (Revolving Fund) for the Roads capital projects upon receipt of the actual grant payment.

- b) At the Closed Council meeting on June 24, 2024, Council approved an interest-free loan to Richmond Caring Place Society. On July 28, 2025 the loan agreement for \$1,300,000 was finalized. The concessionary terms of the loan are estimated to be \$415,000.
- c) At the Council meeting on October 21, 2024, Council approved the following:
 - (1) *That the scope of work related to the two grant applications to the Japanese Canadian Legacies Community Fund, for an aggregate total of up to \$1,500,000, be endorsed in principle by Council, as described in the report titled "Japanese Canadian Legacies Community Grant Opportunities," dated October 2, 2024, from the Director, Facilities and Project Development and the Director, Parks Services;*
 - (2) *That should the grant application(s) be successful, the Chief Administrative Officer and the Deputy Chief Administrative Officer be authorized to execute the agreement on behalf of the City of Richmond with the Steveston Community Society (SCS), for the contribution from SCS to the City for the Japanese Canadian Legacy Improvements work; and*
 - (3) *That a capital budget up to \$1,500,000 for the Japanese Canadian Legacy Improvements be approved and be included in the Consolidated 5 Year Financial Plan (2025-2029).*

In Q2 2025, the City was informed that \$1,185,000 of the Japanese Canadian Legacy Improvements grant was committed from the Steveston Community Society to the City. The 2025 Capital Budget for the Building program will be increased by \$700,000 and Parks program will be increased by \$485,000.

- d) At the Council meeting on October 21, 2024, Council approved the following:
 - (1) *That the application(s) to the Community Emergency Preparedness Fund, Disaster Risk Reduction – Climate Adaptation funding stream, as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2024/25 Disaster Risk Reduction – Climate Adaptation Grant Applications" dated September 13, 2024 from the Director, Engineering, be endorsed;*
 - (2) *That should the grant application(s) be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized to execute funding agreements with UBCM on behalf of the City for the Drainage Pump Station Condition Assessment, Flood Protection and Rain Gauge Monitoring Stations, and Blundell Road Canal Improvement projects; and*
 - (3) *That should the grant application(s) be successful, capital projects of \$150,000 for the Drainage Pump Station Condition Assessment, \$150,000 for Flood Protection and Rain Gauge Monitoring Stations, and \$5,000,000 for Blundell Road Canal Improvement be approved with 100% funding from the external grant, as outlined in the staff report titled "UBCM Community Emergency Preparedness Fund: 2024/25*

Disaster Risk Reduction – Climate Adaptation Grant Applications” dated September 13, 2024 from the Director, Engineering, and be included in the Consolidated 5 Year Financial Plan (2025-2029) accordingly.

The City was informed on December 18, 2024 that the funding application for the Flood Protection and Rain Gauge Monitoring Stations project has been approved for \$150,000. The 2025 Capital Budget for the Infrastructure Advanced Design and Minor Public Works program will be increased by \$150,000.

e) At the Council meeting on December 18, 2024, Council approved the following:

- (1) That the submission of road, pedestrian and bicycle improvement projects as part of the TransLink 2025 Cost-Share Programs, as described in the report titled “TransLink 2025 Cost-Share Funding Applications – Transportation Projects”, dated November 18, 2024, from the Director, Transportation be endorsed;*
- (2) That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the successful funding agreements; and*
- (3) Should the grant applications be successful, the budget of the capital projects will be increased to reflect the external contributions and will be included in a Consolidated 5 Year Financial Plan accordingly.*

The City was informed that the funding application for the Cost-Share Programs has been approved for \$5,792,489, of which \$2,210,500 was already accounted for in the original budget. The 2025 Capital Budget for the Roads program will be increased by \$3,581,989.

f) At the Council meeting on February 10, 2025, Council approved the following:

- (1) That the 2025 Community Mural Program Projects as presented in the staff report titled "2025 Community Mural Program Projects", dated January 6, 2025, from the Director, Arts, Culture and Heritage Services, be approved; and*
- (2) That external contributions received for the 2025 Community Mural Program Projects be added to the project budget and included as an amendment to the Consolidated 5-Year Financial Plan (2025-2029).*

The City received \$5,000 external cash from MacNeill Secondary School for the 2025 Community Mural Program Projects. The Arts, Culture and Heritage operating budget will be increased by \$5,000 funded by external cash contributions for the 2025 Community Mural Program Projects.

g) At the Closed Council meeting on February 10, 2025, up to \$875,860 was approved for a Council directed review funded from Council provision.

h) At the Council meeting on February 24, 2025, Council approved the following:

(1) As outlined in the report titled “Additional Information on 2025 Health, Social and Safety Grant Applicants”, dated February 11, 2025, from the Director, Community Social Development:

- a. That Parish of St. Alban’s (Richmond) receive additional one-time funding of \$26,416 to support its Hamper and Community Meal Programs in keeping with the terms of the Health, Social and Safety Grant Program Guidelines;*
- b. That Church on Five receive additional one-time funding of \$85,000 to support its After Hours Outreach Program in keeping with the terms of the Health, Social and Safety Grant Program Guidelines;*
- c. That The Salvation Army receive one-time funding of \$20,000 to support its Mobile Feeding Program in keeping with the terms of the Health, Social and Safety Grant Program Guidelines; and*
- d. That Christian Addictions Recovery Ministries Society receive one-time funding of \$2,500 to support its Substance Use Prevention Program in keeping with the terms of the Health, Social and Safety Grant Program Guidelines; and*

(2) That the total additional funding of \$133,916 for implementation of these recommendations be funded from the Council Community Initiative Account and that the Consolidated 5-Year Financial Plan (2025–2029) be amended accordingly.

The Community Social Development operating budget will be increased by \$133,916 funded by the Council Community Initiative Account for additional one-time funding to various 2025 Health, Social and Safety Grant applicants.

- i) At the Closed Council meeting on April 14, 2025, Council approved a capital transaction to be funded from the Flood Protection Reserve. The 2025 Capital Budget – Flood Protection Program will be increased by \$945,000, funded by the Flood Protection Reserve.
- j) At the Council meeting on April 14, 2025, Council approved the following:
 - (1) That the replacement mural of the Arrival of the S. V Titania, as described in the staff report titled, “Arrival of the S.V. Titania Mural Proposed Relocation Options”, dated March 3, 2025, from the Director, Arts, Culture and Heritage Services, be repainted at the same location of the Steveston Hotel.*
 - (2) That funding for the proposed replication of the Arrival of the S. V. Titania mural be taken out of the Council Contingency Fund and to be replaced in full by funds from public arts reserve; and*
 - (3) That staff examine increasing the mural budget threefold for the 2026 season.*

Increase the Council Contingency Fund budget by \$30,000 funded from the Public Art Program Reserve to replenish funds advanced for the relocation of the project of the Arrival of the S.V. Titania mural.

k) At the Council meeting on May 5, 2025, Council approved the following:

- (1) That the following program options for the proposed Kaiwo Maru – King of the Sea 2026 Event as outlined in the staff report titled “Kaiwo Maru – King of the Sea 2026 Event Options Referral Response”, dated April 28, 2025, from the Director Arts, Culture and Heritage Services be approved:*
 - a. Option 1 – Base Program – Ship Visit and Educational Program;*
 - b. Additional Program Option 1 – Addition of a two day Festival;*
 - c. Additional Program Option 4 – Community Initiatives, amended to read “Funding for additional initiatives that may be recommended by the Community Advisory Committee (such as additional programming, a legacy project, or other initiative)”;*
 - d. Additional Program Option 5 – Enhanced Hosting; and*
 - e. Additional Program Option 6 – Increase boarding ticket prices, with boarding ticket prices amended to \$10 per person; and*
- (2) That one-time funding of \$1,537,070 from the Rate Stabilization Account be approved for the preferred options for the Kaiwo Maru King of the Sea 2026 Event and the Consolidated 5-Year Financial Plan (2025–2029) be amended accordingly.*

The Arts, Culture and Heritage Services operating budget will be increased by \$1,537,070 funded from the Rate Stabilization Account, with \$560,000 anticipated to be spent in 2025 and \$977,070 in 2026.

- l) At the Closed Council meeting on June 9, 2025, Council approved up to \$610,000 funded from the Rate Stabilization Account, with spending anticipated in 2025 within the Community Social Development operating budget.
- m) At the Closed Council meeting on June 23, 2025, Council approved a capital transaction to be funded from the Flood Protection Reserve. The 2025 Capital Budget – Flood Protection Program will be increased by \$222,000, funded by the Flood Protection Reserve.
- n) At the Closed Council meeting on June 23, 2025, Council approved a capital transaction to be funded from the previously Council approved capital projects and from the Capital Reserve (Industrial Use Fund). The 2025 Capital Budget – Land program will be increased by \$30,000,000 funded by the Capital Reserve (Industrial Use Fund).
- o) At the Council meeting on July 28, 2025, Council approved the following:
 - (1) That the proposed road safety improvement projects, as described in Attachment 1 of the staff report titled “ICBC-City of Richmond Road Improvement Program Update,” dated June 24, 2025, from the Director, Transportation, be endorsed for submission to the ICBC 2025 Road Improvement Program for consideration of cost-share funding; and*

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

The City was informed on April 23, 2025 that this funding application was approved for \$297,500. This will replace the \$279,799 funded by the Roads Development Cost Charges (DCC) and \$17,701 funded by the Capital Reserve (Revolving Fund) for the Roads capital projects upon receipt of the actual grant payment.

- p) At the Closed Council meeting on September 22, 2025 Council approved an increase of \$275,000 to the Fiscal operating budget funded by the Rate Stabilization Account.
- q) At the General Purposes Committee on October 6, 2025, staff will propose the following for Committee and Council's consideration:

(1) That Option 1, to amend the scope and budget of the Steveston Multi-Use Pathway Phase 3 project to include construction of Phase 4 with no additional City funding, as described in the staff report titled "Steveston Highway Multi-Use Pathway Project – Next Steps", dated September 23, 2025, from the Director, Transportation be approved;

(2) That a submission to TransLink for funding as part of the 2026 Cost-Share Program for Steveston Multi-Use Pathway – Phase 3 and Phase 4 be endorsed; and

(3) That the Consolidated 5 Year Financial Plan (2025-2029) be amended accordingly.

Subject to Council's approval of staff's recommendations, the 2025 Capital Budget will be amended by increasing the Roads program by \$1,425,500 funded from external grants and transferring \$1,300,000 from Steveston Highway Multi-Use Pathway, Mortfield Gate to No. 2 Road (2020) to Steveston Highway Multi-Use Pathway - Phase 3 and Phase 4 (2023). The proposed budget changes will only be implemented upon approval from Council.

- 2) Budget Amendment Policy 3001 states that changes to the Capital Budget be reported to the Finance Committee and included in the staff report when the City's 5 Year Financial Plan amendments are presented. The following amendments to the Capital Budget are funded by external contributions, transfer of existing budget resources, or funding from reserves or provisions:

- a) i. The budget for the existing Parks program will be increased by \$15,000 funded from external contributions approved or received throughout the year that were not outlined in the previous section.
- ii. The Consolidated 5 Year Financial Plan includes an estimate of \$20,000,000 in Contingent External Contributions for external grants and contributions that may be

approved or received throughout the year for various capital projects. Spending will only be incurred if the funding is confirmed. A total of \$6,357,489 was transferred to various capital programs to date.

- 3) The following capital budget changes were recorded since the last bylaw adoption and are summarized in the following Table 1:

	Program	Funding Sources (Project)	Project Name	Amount
3a*	Roads	Steveston Highway Multi-Use Pathway, Mortfield Gate to No. 2 Road (2020)	Steveston Highway Multi-Use Pathway – Phase 3 and Phase 4 (2023)	\$1,300
3b	Roads	Active Transportation Improvement Program (2024)	Gilbert Road Off-road Cycling Facility, Granville Avenue to Elmbridge Way (2024)	200
3c	Parks	Appropriated Surplus	Oval West Waterfront Park – Phase 1 (2012)	190
3d	Information Technology	Budget Planning & Monitoring Software Solution Phase 2 (2023)	Workforce Management (2016)	100
3e	Parks	Parks General Development (2025)	Brighthouse Park Baseball Diamond Infield Upgrade (2024)	53
3f	Flood Protection	Invasive Species Management (2020)	Invasive Species Management (2024)	35
3g	Roads	Traffic Signal Program (2020)	Traffic Signal Power Backup System (UPS) (2024)	35

* This transfer is subject to Council approval of recommendations as outlined in the report titled “Steveston Highway Multi-Use Pathway Project – Next Steps” anticipated to be presented at the General Purposes Committee on October 6, 2025.

- 4) Budget Amendment Policy 3001 states that changes to salaries be reported to the Finance Committee. The following amendments will result in no tax impact to the 2025 Operating Budget:
- a) Increase Community Social Development budget by \$250,000 for operating initiatives funded from appropriated surplus.
 - b) Reallocate \$182,242 within Roads operating budget for a 1-year temporary full-time Project Manager.
 - c) Increase Environmental Services budget by \$144,458 for a 1-year temporary full-time Environmental Coordinator 2 funded from General Solid Waste and Recycling provision.
 - d) Increase Real Estate Services budget by \$125,136 for a 1-year temporary full-time Real Estate Negotiator funded from additional rental property revenues.

- e) Increase Roads budget by \$110,000 for asphalt maintenance funded from appropriated surplus.
 - f) Increase Information Technology budget by \$90,300 for a 1-year temporary full-time Data Analyst funded from appropriated surplus.
- 5) Budget Amendment Policy 3001 states that increases in City's expenditures are only permitted where funding is from sources other than taxation and utility fees. The following amendments to the Operating and Utility Budget are funded by external grants, transfer of existing budget resources, or funding from provisions or reserve and has no tax impact.
- a) Increase Rental Properties operating budget by \$1,430,000 funded by rental property revenues for additional operating expenses as a result of acquisitions in 2025.
 - b) To reallocate \$419,300 base budget from Fiscal to Library for the portion of the Steveston Community Centre and Library OBI that is related to Library operations.
 - c) Reallocate \$325,000 within the Law and Community Safety operating budget from Policing to Fire Rescue for:
 - i. \$290,000 purchase of Non-PFAS (Per and Polyfluoroalkyl Substances) Rescue Firefighter Protective gear.
 - ii. \$35,000 payroll system enhancement consulting cost related to the 2022-2024 Richmond Firefighters' Association, Local 1286 collective agreement shift changes.
 - d) Increase Richmond Public Library operating budget by \$225,000 for various programs and initiatives previously approved by the Library Board funded from Library's General Operating Surplus.
 - e) Increase \$150,000 capital expenditure for Richmond Public Library to align with Library Board approved 2025 capital budget funded by Library surplus.
 - f) Increase Roads operating budget by \$90,000 for asphalt maintenance funded from appropriated surplus.
 - g) Increase Business Services operating budget by \$79,294 for economic development strategy consulting costs funded from appropriated surplus.
 - h) Increase Flood Protection operating budget by \$69,913 for wet materials processing at Sidaway funded from appropriated surplus.
 - i) Increase Emergency Programs operating budget by \$48,000 funded from Provincial grant for Indigenous Engagement.
 - j) Increase Building Approvals operating budget by \$46,000 funded from building permit revenues for \$36,000 Architecture, Engineering, Construction and Operations (AECO) software subscription and for \$10,000 computer equipment.

- k) Increase Arts, Culture and Heritage operating budget by \$30,000 funded from Canadian Heritage's Celebrate Canada Program grant for Steveston Salmon Festival.
- l) Increase Arts, Culture and Heritage operating budget by \$25,728 funded from workshop registration fee revenues from 2025 Richmond Children's Arts Festival.
- m) Increase General Waste and Environmental operating budget by \$15,000 funded from Provincial grant for the City's Invasive Plant Species program.
- n) Increase Arts, Culture and Heritage Services operating budget by \$13,400 funded by Ministry of Tourism, Arts, Culture, and Sport Destination Development Fund grant for Richmond Maritime Festival.
- o) Increase Community Social Development operating budget by \$12,500 funded from Government of Canada's New Horizons for Seniors Program grant to facilitate a community-based project to support seniors in Richmond.

Financial Impact

The proposed 2025-2029 budget amendments have no tax impact. Additional expenses included in the amended financial plan are funded by external sources or existing appropriations.

Table 2 summarizes the changes to operating and utility revenue and expenses. The Consolidated 5 Year Financial Plan (2025-2029) Amendment is presented in Attachment 1.

Table 2 Net Budget – Summary of Changes (in \$000's)		Ref	Amount
Net Budget as at January 27, 2025			\$116,107
Revenue			
1	TransLink Funding Program (2025)	1.e	3,582
2	Rental property revenue	5.a	1,430
3	Steveston Highway Multi-Use Pathway Project external funding	1.q	1,425
4	Japanese Canadian Legacy Improvements	1.c	1,185
5	UBCM Community Emergency Preparedness Fund grant	1.d	150
6	Rental property revenue to fund 1-year Temporary Full Time Real Estate Negotiator	4.d	125
7	Provincial grant for Indigenous Engagement	5.i	48
8	Permits from Building Approvals	5.j	46
9	ICBC Funding Programs (2024-2025)	1.a, 1.o	44
10	Federal grant for Steveston Salmon Festival	5.k	30
11	2025 Richmond Children's Arts Festival registration fees	5.l	26
12	Various Grants and External Sources for Capital Projects	2a.i	15
13	Invasive Plant Species program grant	5.m	15
14	Richmond Maritime Festival grant	5.n	13
15	Government of Canada's New Horizons for Seniors Program grant	5.o	13

Table 2 Net Budget – Summary of Changes (in \$000's)- continued		Ref	Amount
16	2025 Community Mural Program external contributions	1.f	5
17	Reallocation from estimated external grants	5.i, k, m, n, o	(119)
18	Reallocation from Contingent External Contributions	2a.ii	(6,357)
Total Revenue Amendments			1,676
Expenses			
1	Rental property operation expenses	5.a	1,430
2	Council directed review	1.g	876
3	Community Social Development operational initiative 2025/2026	1.l	610
4	Kaiwo Maru – King of the Sea 2026 Event	1.k	560
5	Reallocate Library's portion of the Steveston Community Centre and Library operation expenses	5.b	419
6	Richmond Caring Place Society loan grant for concessionary terms	1.b	415
7	Council approved increase to Fiscal operating expenses	1.p	275
8	Community Social Development operating initiatives	4.a	250
9	Library programs & initiatives funded from general operating surplus	5.d	225
10	Roads Asphalt Maintenance	4.e, 5.f	200
11	1-year Temporary Full Time Environmental Coordinator 2	4.c	145
12	2025 Health, Social and Safety Grants	1.h	134
13	1-year Temporary Full Time Real Estate Negotiator	4.d	125
14	1-year Temporary Full Time IT Data Analyst	4.f	90
15	Business Services economic development strategy consulting	5.g	79
16	Flood Protection wet materials processing at Sidaway	5.h	70
17	Provincial grant for Indigenous Engagement	5.i	48
18	Building Approvals software subscription and computer equipment	5.j	46
19	Relocation of the Arrival of the S.V. Titania mural	1.j	30
20	Federal grant for Steveston Salmon Festival	5.k	30
21	2025 Richmond Children's Arts Festival program expenses	5.l	26
22	Invasive Plant Species program expenses	5.m	15
23	Richmond Maritime Festival expenses	5.n	13
24	Government of Canada's New Horizons for Seniors Program grant	5.o	13
25	2025 Community Mural Program funded by external contributions	1.f	5
26	Reallocate Roads operating budget for 1-year TFT Project Manager	4.b	-
27	Reallocate Law and Community Safety operating budgets	5c.i-ii	-
28	Reallocation from estimated external grants	5.i, k, m, n, o	(119)
Total Expenses Amendments			6,010
NET AMENDMENT			(4,334)
Total Amended 2025 Net Budget			\$111,773

Table 3 summarizes the changes to the Capital Budget. The Amended Capital Plan Funding Sources for 2025-2029 is presented in Attachment 2 and the Amended Capital Plan Summary for 2025-2029 are presented in Attachment 3.

Table 3 Capital Budget – Summary of Changes (in \$000's)		Ref	Amount
City Capital Budget as at January 27, 2025			\$156,451
1	Japanese Canadian Legacy Improvements	1.c, 2a.ii	1,185
2	UBCM Community Emergency Preparedness Fund	1.d, 2a.ii	150
3	TransLink Funding Program (2025)	1.e, 2a.ii	3,582
4	ICBC Funding Programs (2024-2025)	1.a, 1.o	-
5	Diking Land Acquisition	1.i	945
6	Diking Land Acquisition	1.m	222
7	Strategic Real Estate Acquisition	1.n	30,000
8	Steveston Highway Multi-Use Pathway Project	1.q, 2a.ii	1,425
9	Various Grants and External Sources for Capital Projects	2a.i, 2a.ii	15
10	Contingent External Contributions	2a.ii	(6,357)
11	Net Changes in Capital Budget Reallocations	3.a-g	190
Sub-total			31,357
Total Amended 2025 City Capital Budget			\$187,808

The Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709 is included.

Conclusion

Staff recommend that Council approve the 2025 Capital, Operating, Utility and Richmond Public Library Budget amendments to the Consolidated 5 Year Financial Plan Bylaw. The proposed 2025 budget amendments have no tax impact.

Table 4 summarizes the amendment changes to the Consolidated 5 Year Financial Plan Bylaw.

Table 4 Summary of Changes (in \$000's)		Reference	2025 Budget Changes
Revenue			
	Sales of Services	4.d, 5.a, 1	\$1,581
	Provincial and Federal Grants	5.i, k, m, n, o	119
	Other Revenue	1.f, Table 2 #28	(114)
	Licenses and Permits	5.j	46
	Development Cost Charges	1.a, 1.o	(699)
	Other Capital Funding Sources	1.a, 1.o	743
Total Revenue Amendments			1,676
Expenses			
	Law and Community Safety	5.c, i	48
	Parks, Recreation and Culture	1.f, k, 5.k, l, n	634
	Engineering and Public Works	4.b, e, 5.f	200

Table 4 Summary of Changes (in \$000's) – continued	Reference	2025 Budget Changes
Planning and Development Services	1.l, 4.a, 5.j, o	919
Finance and Corporate Services	4.d, f, 5.g	295
Fiscal	1.b, g, h, j, p, 5.a, Table 2 #28	3,041
Utility Budget		
Sanitation and Recycling Utility	4.c, 5.m	159
Flood Protection Utility	5.h	70
Richmond Public Library	5.b, d	644
Total Expense Amendments		6,010
Net Changes		(4,334)
Transfers		
Bylaw 7812 S.1.1.1 (j)	1.j	(30)
Transfer To (From) Surplus	1.b, g, h, k, l, p, 4.a, c, e, f, 5.b, d, e, f, g, h	(4,498)
Capital Expenditures - Current Year	Table 3	31,357
Capital Expenditures - Richmond Public Library	5.e	150
Capital Funding	1.a, 1.o, Table 3	(31,313)
Total Transfers/Amortization Amendments		(4,334)
Balanced Budget		\$-

As required in Section 166 of the *Community Charter*, staff will conduct a process of public consultation prior to bylaw adoption, which is anticipated to be October 27, 2025.



Mike Ching, CPA, CMA
Director, Finance
(604-276-4137)

MC:gh

- Att. 1: Amended Revenue, Expenses and Transfers (2025-2029)
2: Amended Capital Plan Funding Sources (2025-2029)
3: Amended 5 Year Capital Plan Summary (2025-2029)

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED REVENUE AND EXPENSES
(In \$000's)

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Revenue:					
Taxation and Levies	327,170	344,693	362,618	381,740	400,681
Utility Fees	172,472	180,055	187,852	196,058	204,573
Sales of Services	62,959	62,740	64,035	65,377	66,699
Provincial and Federal Grants	31,515	23,251	23,747	13,824	13,696
Investment Income	30,636	22,876	21,169	20,371	17,976
Other Revenue	16,414	16,600	16,805	16,945	17,089
Payments In Lieu of Taxes	15,001	15,451	15,914	16,407	16,916
Licenses and Permits	14,060	14,302	14,588	14,895	15,207
Gaming Revenue	11,500	11,500	11,500	11,500	11,500
Developer Contributed Assets	62,803	62,803	62,803	62,803	62,803
Development Cost Charges	16,048	24,410	26,062	20,862	18,380
Other Capital Funding Sources	21,559	16,644	15,186	10,100	10,100
	\$782,137	\$795,325	\$822,279	\$830,882	\$855,620
Expenses:					
Law and Community Safety	171,593	175,447	182,904	191,307	199,810
Parks, Recreation and Culture	87,294	82,419	84,481	86,777	89,155
Engineering and Public Works	78,484	77,707	79,708	81,168	82,760
Planning and Development Services	45,098	31,071	31,989	23,854	24,525
Finance and Corporate Services	34,788	33,735	35,380	35,972	37,219
Corporate Administration	12,924	12,479	12,927	13,335	13,759
Fiscal	33,643	28,463	29,710	31,145	32,811
Debt Interest	3,931	3,931	3,931	3,931	3,931
Utility Budget					
Sanitary Sewer Utility	63,739	66,393	69,238	72,193	75,290
Water Utility	56,046	57,927	60,221	62,561	65,008
Sanitation and Recycling Utility	26,844	26,740	27,394	28,343	29,329
Flood Protection Utility	21,315	21,550	21,871	22,168	22,472
Richmond Olympic Oval Corporation	20,963	21,492	21,942	22,401	22,872
Richmond Public Library	13,702	12,979	13,750	14,089	14,437
	\$670,364	\$652,333	\$675,446	\$689,244	\$713,378
Annual Surplus	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED TRANSFERS
(In \$000's)

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Transfers:					
Debt Principal	3,710	3,835	3,967	4,103	4,244
Transfer To Reserves	109,720	108,455	112,307	116,979	120,691
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(110)	(10)	(10)	-	-
Bylaw 7812 S.1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S.1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S.1.1.1 (j)	(387)	(170)	(170)	(170)	(170)
Operating Reserves - Prior Years	(7,125)	-	-	-	-
Transfer To (From) Surplus	(10,861)	10,133	9,798	10,078	9,314
Capital Expenditures - Current Year	187,808	217,755	131,247	145,679	134,086
Capital Expenditures - Prior Years	279,031	276,253	309,762	318,615	319,497
Capital Expenditures - Developer	62,803	62,803	62,803	62,803	62,803
Contributed Assets					
Capital Expenditures - Richmond Public Library	760	610	610	610	610
Capital Funding	(512,601)	(535,697)	(482,506)	(516,084)	(507,858)
Transfers/Amortization offset:	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.86%	4.50%	4.32%	4.42%	4.17%

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2025-2029)
(In \$000's)

DCC Reserves	2025 Amended	2026	2027	2028	2029
Drainage DCC	3,597	3,422	4,677	6,309	4,927
Parks Acquisition DCC	-	4,703	4,703	4,703	3,762
Parks Development DCC	1,740	3,057	1,740	1,082	1,599
Roads DCC	9,002	11,145	14,437	8,417	6,631
Sanitary DCC	207	658	-	-	-
Water DCC	1,502	1,425	505	351	1,461
Total DCC	\$16,048	\$24,410	\$26,062	\$20,862	\$18,380
Statutory Reserves					
Capital Building and Infrastructure	24,050	69,800	19,226	25,150	27,500
Capital Reserve	45,730	23,010	14,895	19,228	14,959
Capstan Station	300	2,000	-	-	-
Drainage Improvement	4,508	-	-	-	-
Equipment Replacement	5,547	5,964	4,217	5,688	4,054
Flood Protection	21,508	28,430	20,715	22,261	24,441
Sanitary Sewer	5,948	5,987	5,830	5,126	-
Sanitary Sewer BL10401	1,893	7,675	1,000	6,413	7,050
Water Supply	1,100	10,225	900	10,078	12,130
Watermain Replacement	8,704	8,923	8,988	5,811	-
Total Statutory Reserves	\$119,288	\$162,014	\$75,771	\$99,755	\$90,134
Other Sources					
Enterprise Fund	4,325	490	490	490	490
Grant and Developer Contribution	21,559	16,644	15,186	10,100	10,100
Other Sources	22,938	11,888	11,372	11,947	12,715
Rate Stabilization Account	2,460	-	-	-	-
Sewer Levy Stabilization	360	268	300	311	381
Solid Waste and Recycling	400	300	300	300	300
Water Levy Stabilization	430	1,741	1,766	1,914	1,586
Total Other Sources	\$52,472	\$31,331	\$29,414	\$25,062	\$25,572
Total Capital Program	\$187,808	\$217,755	\$131,247	\$145,679	\$134,086

CITY OF RICHMOND
AMENDED 5 YEAR CAPITAL PLAN SUMMARY (2025-2029)
(In \$000's)

	2025 Amended Budget	2026	2027	2028	2029
Infrastructure Program					
Roads	23,386	24,191	26,644	16,309	16,686
Flood Protection	28,673	36,020	24,156	26,885	27,304
Water	9,056	10,134	10,779	10,215	13,977
Sanitary Sewer	5,670	6,500	5,600	5,700	5,800
Infrastructure Advanced Design and Minor Public Works	6,693	4,370	4,666	5,135	5,514
Total Infrastructure Program	\$73,478	\$81,215	\$71,845	\$64,244	\$69,281
Building Program					
Building	17,950	76,000	22,500	44,700	31,500
Heritage	10,500	21,800	500	-	-
Total Building Program	\$28,450	\$97,800	\$23,000	\$44,700	\$31,500
Parks Program					
Parkland	-	5,000	5,000	5,000	4,000
Parks	5,440	4,800	4,550	3,830	3,600
Total Parks Program	\$5,440	\$9,800	\$9,550	\$8,830	\$7,600
Land Program	\$41,000	\$10,000	\$10,000	\$10,000	\$10,000
Equipment Program					
Vehicle	3,497	2,981	4,868	4,030	4,433
Fire Vehicle	5,287	3,005	-	97	302
Equipment	11,916	1,164	680	3,050	550
Total Equipment Program	\$20,700	\$7,150	\$5,548	\$7,177	\$5,285
Information Technology Program	\$5,097	\$1,790	\$1,304	\$728	\$420
Contingent External Contributions	\$13,643	\$10,000	\$10,000	\$10,000	\$10,000
Total Capital Program	\$187,808	\$217,755	\$131,247	\$145,679	\$134,086



**Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622,
Amendment Bylaw No. 10709**

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, 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 "**Consolidated 5 Year Financial Plan (2025-2029) Bylaw No. 10622, Amendment Bylaw No. 10709**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating
<i>MC</i>
APPROVED for legality by Solicitor
<i>LH</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED REVENUE AND EXPENSES
(In \$000's)**

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Revenue:					
Taxation and Levies	327,170	344,693	362,618	381,740	400,681
Utility Fees	172,472	180,055	187,852	196,058	204,573
Sales of Services	62,959	62,740	64,035	65,377	66,699
Provincial and Federal Grants	31,515	23,251	23,747	13,824	13,696
Investment Income	30,636	22,876	21,169	20,371	17,976
Other Revenue	16,414	16,600	16,805	16,945	17,089
Payments In Lieu of Taxes	15,001	15,451	15,914	16,407	16,916
Licenses and Permits	14,060	14,302	14,588	14,895	15,207
Gaming Revenue	11,500	11,500	11,500	11,500	11,500
Developer Contributed Assets	62,803	62,803	62,803	62,803	62,803
Development Cost Charges	16,048	24,410	26,062	20,862	18,380
Other Capital Funding Sources	21,559	16,644	15,186	10,100	10,100
	\$782,137	\$795,325	\$822,279	\$830,882	\$855,620
Expenses:					
Law and Community Safety	171,593	175,447	182,904	191,307	199,810
Parks, Recreation and Culture	87,294	82,419	84,481	86,777	89,155
Engineering and Public Works	78,484	77,707	79,708	81,168	82,760
Planning and Development Services	45,098	31,071	31,989	23,854	24,525
Finance and Corporate Services	34,788	33,735	35,380	35,972	37,219
Corporate Administration	12,924	12,479	12,927	13,335	13,759
Fiscal	33,643	28,463	29,710	31,145	32,811
Debt Interest	3,931	3,931	3,931	3,931	3,931
Utility Budget					
Sanitary Sewer Utility	63,739	66,393	69,238	72,193	75,290
Water Utility	56,046	57,927	60,221	62,561	65,008
Sanitation and Recycling Utility	26,844	26,740	27,394	28,343	29,329
Flood Protection Utility	21,315	21,550	21,871	22,168	22,472
Richmond Olympic Oval Corporation	20,963	21,492	21,942	22,401	22,872
Richmond Public Library	13,702	12,979	13,750	14,089	14,437
	\$670,364	\$652,333	\$675,446	\$689,244	\$713,378
Annual Surplus	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242

SCHEDULE A (CONT'D):

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED TRANSFERS
(In \$000's)

	2025 Amended Budget	2026 Amended Plan	2027 Plan	2028 Plan	2029 Plan
Transfers:					
Debt Principal	3,710	3,835	3,967	4,103	4,244
Transfer To Reserves	109,720	108,455	112,307	116,979	120,691
Transfer from Reserves to fund					
Operating Reserve Programs:					
Bylaw 8206	(400)	(400)	(400)	(400)	(400)
Bylaw 8877	(110)	(10)	(10)	-	-
Bylaw 7812 S. 1.1.1 (a)	(525)	(525)	(525)	(525)	(525)
Bylaw 7812 S. 1.1.1 (d)	(50)	(50)	(50)	(50)	(50)
Bylaw 7812 S. 1.1.1 (j)	(387)	(170)	(170)	(170)	(170)
Operating Reserves – Prior Years	(7,125)	-	-	-	-
Transfer To (From) Surplus	(10,861)	10,133	9,798	10,078	9,314
Capital Expenditures - Current Year	187,808	217,755	131,247	145,679	134,086
Capital Expenditures - Prior Years	279,031	276,253	309,762	318,615	319,497
Capital Expenditures – Developer	62,803	62,803	62,803	62,803	62,803
Contributed Assets					
Capital Expenditures - Richmond Public Library	760	610	610	610	610
Capital Funding	(512,601)	(535,697)	(482,506)	(516,084)	(507,858)
Transfers/Amortization offset:	\$111,773	\$142,992	\$146,833	\$141,638	\$142,242
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	5.86%	4.50%	4.32%	4.42%	4.17%

SCHEDULE B:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL PLAN FUNDING SOURCES (2025-2029)
(In \$000's)**

DCC Reserves	2025 Amended	2026	2027	2028	2029
Drainage DCC	3,597	3,422	4,677	6,309	4,927
Parks Acquisition DCC	-	4,703	4,703	4,703	3,762
Parks Development DCC	1,740	3,057	1,740	1,082	1,599
Roads DCC	9,002	11,145	14,437	8,417	6,631
Sanitary DCC	207	658	-	-	-
Water DCC	1,502	1,425	505	351	1,461
Total DCC	\$16,048	\$24,410	\$26,062	\$20,862	\$18,380
Statutory Reserves					
Capital Building and Infrastructure	24,050	69,800	19,226	25,150	27,500
Capital Reserve	45,730	23,010	14,895	19,228	14,959
Capstan Station	300	2,000	-	-	-
Drainage Improvement	4,508	-	-	-	-
Equipment Replacement	5,547	5,964	4,217	5,688	4,054
Flood Protection	21,508	28,430	20,715	22,261	24,441
Sanitary Sewer	5,948	5,987	5,830	5,126	-
Sanitary Sewer BL10401	1,893	7,675	1,000	6,413	7,050
Water Supply	1,100	10,225	900	10,078	12,130
Watermain Replacement	8,704	8,923	8,988	5,811	-
Total Statutory Reserves	\$119,288	\$162,014	\$75,771	\$99,755	\$90,134
Other Sources					
Enterprise Fund	4,325	490	490	490	490
Grant and Developer Contribution	21,559	16,644	15,186	10,100	10,100
Other Sources	22,938	11,888	11,372	11,947	12,715
Rate Stabilization Account	2,460	-	-	-	-
Sewer Levy Stabilization	360	268	300	311	381
Solid Waste and Recycling	400	300	300	300	300
Water Levy Stabilization	430	1,741	1,766	1,914	1,586
Total Other Sources	\$52,472	\$31,331	\$29,414	\$25,062	\$25,572
Total Capital Program	\$187,808	\$217,755	\$131,247	\$145,679	\$134,086

SCHEDULE C:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED 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 2025.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	48.3%
User Fees	25.3%
Sales of Services	9.2%
Provincial and Federal Grants	4.6%
Investment Income	4.5%
Payments in Lieu of Taxes	2.2%
Licenses and Permits	2.1%
Gaming Revenue	1.7%
Other	2.4%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2025-2029)
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Distribution of Property Taxes

Table 2 provides the 2025 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.

Table 2: (Based on the 2025 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	57.39%
Business (6)	32.42%
Light Industry (5)	8.28%
Others (2,3,4,8 & 9)	1.91%
Total	100.00%

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*.



City of Richmond

Report to Committee

To: Finance Committee

Date: September 23, 2025

From: Mike Ching
Director, Finance

File: 03-1240-01/2025-Vol
01

Re: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702

Staff Recommendation

That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702 be introduced and given first, second and third readings.

Mike Ching, CPA, CMA
Director, Finance
(604-276-4137)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage Services	☒	
Building Approvals	☒	
Business Licences	☒	
Business Services	☒	
City Clerk	☒	
Climate and Environment	☒	
Community Bylaws	☒	
Development Applications	☒	
Engineering	☒	
Fire Rescue	☒	
Parks Services	☒	
Policy Planning	☒	
RCMP	☒	
SENIOR STAFF REPORT REVIEW		
		APPROVED BY CAO

Staff Report

Origin

Council adopted the Consolidated Fees Bylaw No. 8636 in 2011 to combine the majority of the City's fees and charges into one bylaw for ease of review and adjustment to Consumer Price Index (CPI) increases. As part of the City's Long Term Financial Management Strategy Policy 3707, fees and charges are adjusted annually based on projected Vancouver CPI increases.

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

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.2 Seek improvements and efficiencies in all aspects of City business.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

The most recent forecast, prepared by the Conference Board of Canada, indicates that Vancouver's CPI will increase by 1.90% from 2025 to 2026. The forecast CPI increase may change, and staff will continue to monitor for any changes.

In keeping with prior years' practices, fee adjustments greater than \$100.00 are rounded to the nearest \$1.00, fee adjustments less than \$100.00 are rounded to the nearest \$0.25, and fee adjustments less than \$1.00 are rounded to the nearest \$0.05.

All fees in the attached Amendment Bylaw No. 10702 are effective January 1, 2026, and are adjusted to the proposed 1.90% increase with the following exceptions, at the request of the respective stakeholders:

1. Schedule – Animal Control

A new fee for Maintenance of Dangerous Dogs is being added to this schedule. Impounded dangerous dogs are required specialized handling and care, including the involvement of trained personnel. The cost of their care while in the shelter is higher than that of non-dangerous dogs. A comparison with regional peers shows that it is common practice to differentiate between standard and dangerous dog maintenance fees. The recommended fee is \$35 per day, based on a best practice review.

2. Schedule - Archives and Records

Photocopying and printing fees to remain unchanged at \$0.35 per page for black and white copies, and \$0.50 per page for colour copies.

Scanned electronic copies of a paper record to remain unchanged at \$0.50 per page for both black and white and colour copies.

Scanned images to remain unchanged at \$21.25 for each image.

Other similar institutions' fees support the proposed recommendations above. Keeping the rates at the same level of 2025 ensures that the reproduction of records does not become unaffordable to the general public who have a right to access and obtain copies of government and community records in our custody and care.

The Building Record Request Fees were introduced to the Consolidated Fees Bylaw in 2025 for the first time. The administration fee was phased in at \$20 in 2025 and now to \$30 in 2026. This phased-in increase over the past two years has allowed the public to continue purchasing records without a sudden financial impact. The City now aligns within the municipal market, and future year fees will increase based on the CPI increase.

3. Schedule – Development Application Fees

The incremental fee for subsequent landscape inspections fee has been increased to \$150 from \$148 to bring the incremental rate in-line with the base rate fee (\$150). These two rates have historically been in-line with each other.

4. Schedule – Filming Applications and Fees

Based on analysis of filming fees in neighbouring municipalities, and in order to remain consistent and competitive in the region, three new fees are added to the Filming Application and Fees Schedule as follows:

Description	Fee
Film Regulation Hours Extension Fee	\$200.00 per day
Road Use Fee	\$200.00 per road
Administrative Fee	20% for cost recovery

5. Schedule – Parking (Off Street) Regulations

EV Meter Charging rates have been realigned to match BC Hydro, who recently updated their fee structure with an increase based on cost recovery rather than CPI. The 2026 rate increase is 3.75% from 2025 rather than the 1.90% CPI increase as shown below:

Description	2025 Rate	2026 Rate	% Change
Level 2 Charging Session Metered Rate	\$ 0.2865	\$ 0.2972	3.75%
Level 3 Charging Session Metered Rate	\$ 0.3479	\$ 0.3609	3.75%

These fees are also reflected in item 11 on page 5 under Schedule – Use of City Streets.

Watercraft Parking Fees will remain unchanged from 2025. The necessary site improvements, including dredging of the boat launch, have not yet taken place. Fees will continue with annual CPI increases once the improvements have been completed.

6. Schedule – Playing Field User Fees

Artificial Turf Infield and Sand Turf Outfield (with lights) fees were adopted by Council on April 28, 2025. The fees have not been in place for one full year as the fields have just recently opened. The fees therefore will remain unchanged from 2025 to 2026 as shown below:

<u>Artificial Turf Infield and Sand Turf Outfield (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$65.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$59.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$23.50	per hour
<i>Infield Only</i>	\$14.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$43.25	per hour
<i>Infield Only</i>	\$24.75	per hour

7. Schedule – Property Tax Fees

Two new rates are being added for the 2026 year. A new table titled ‘Property Tax Administration Fees’ has been added as follows:

Property Tax Administration Fees

Description	Fee
Electronic Payment Error – Transfer to Correct Folio/Account	\$15.00
Refund* – amount must be over \$50	\$25.00

**Note: Pre-Authorized Payments are excluded from being refunded.*

Based on a review of other municipalities charging similar fees, their fees range between \$10 to \$25 for transfers, and between \$25 and \$30 for refunds. Richmond will introduce these fees at the lower end of the range in order to remain consistent and competitive within the region.

Administration fees are a cost recovery for staff’s processing time in both investigating and processing transfers and issuing refunds.

The Tax Sale Registration Fee is to remain unchanged at \$184. In recent years, this fee has seen increases bi-annually rather than annually; the last increase took place in 2025. A bi-annual increase supports the intent of this fee, which is to reduce crowds attending the tax sale and to restrict attendance to only serious bidders.

8. Schedule – Publication Fees

The Traffic Camera Video Recording Search Fee to remain at \$403 for 2026. Currently, only the City of Surrey is offering a comparable program, and their fee is set at \$360. Maintaining the fee structure for 2026 will avoid a risk of overcharging for this service.

9. Schedule – RCMP Document Fees

Volunteer Criminal Record Checks to remain at \$25, as Richmond is still the highest in the region.

10. Schedule - Soil Deposit and Removal

Fees in this schedule that are indexed to per cubic meter have a rate increase of \$0.02 rather than \$0.25, as volumes can be in the tens of thousands of meters for projects that are moving large volumes.

11. Schedule – Use of City Streets

EV Meter Charging rates have been realigned to match BC Hydro who recently updated their fee structure with an increase based on cost recovery rather than CPI. The 2026 rate increase is 3.75% from 2025 rather than the 1.90% CPI increase as shown below.

Description	2025 Rate	2026 Rate	% Change
Level 2 Charging Session Metered Rate	\$ 0.2865	\$ 0.2972	3.75%
Level 3 Charging Session Metered Rate	\$ 0.3479	\$ 0.3609	3.75%

These fees are also reflected in item 5 on page 3 under Schedule – Parking (Off Street) Regulations.

12. Schedule – Wharves Regulation

A new fee for Commercial Vessel Docking at Imperial Landing was presented to Council on September 22, 2025, for first, second and third readings. As such, the rates will remain unchanged from 2025 to 2026.

Financial Impact

Fee increases assist in offsetting the increased costs associated with each respective service. It is estimated that the proposed rate increases to the Consolidated Fees Bylaw for 2026 will generate approximately \$386,000 in additional revenue.

Conclusion

That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702 be introduced and given first, second and third readings.

A handwritten signature in blue ink, appearing to read 'AZanardo', is positioned above the printed name and title.

Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:az



Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702

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, 2026.
- 3) This Bylaw is cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10702”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE – ANIMAL CONTROL REGULATION**Animal Control Regulation Bylaw No. 7932****Cat Breeding Permit Fee**

Section 2.2

Description	Fee
Cat breeding permit for three years	\$49.25

Impoundment Fees

Section 8

Description	Fee
1st time in any calendar year	
Neutered male or spayed female dog	\$56.50
Non-neutered male or unspayed female dog	\$170.00
Dangerous Dog*	\$689.00
2nd time in any calendar year	
Neutered male or spayed female dog	\$113.00
Non-neutered male or unspayed female dog	\$350.00
Dangerous Dog*	\$1,347.00
3rd time and subsequent times in any calendar year	
Neutered male or spayed female dog	\$350.00
Non-neutered male or unspayed female dog	\$689.00
Dangerous Dog*	\$1,347.00
Bird	\$8.75
Domestic farm animal	\$83.75
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$42.50
<i>Impoundment fee also subject to transportation costs</i>	

*Subject to 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.

Maintenance Fees

Section 8

Description	Fee
Dog	\$18.50
Dangerous Dog	\$35.00
Cat	\$18.50
Bird	\$5.75
Domestic farm animal	\$42.50
Other animal	\$15.25

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

SCHEDULE – ARCHIVES AND RECORDS**Archives and Records
Image Reproduction Fees**

Description	Fee	Units
<u>Copying Records</u> <i>Note: careful consideration will be given to requests for copying of fragile archival records. The City will not copy records if there is the possibility that an original record could be damaged during the copying process.</i>		
Photocopying and printing (First 4 pages free)	\$0.35 \$0.50	per b+w page per colour page
Scanned electronic copy of a paper record	\$0.50	per b+w or colour page
Digitization of audio recording	(actual cost)	per audio file
<u>Photograph Reproductions</u> Scanned image (each)	\$21.25	

**Archives
Research Service Fee**

Description	Fee	Unit
Commercial Research Service Fee	\$55.50	per hour
<i>Note: Rush orders available at additional cost; discounts on reproduction fees available to students, seniors, and members of the Friends of the Richmond Archives.</i>		

**Archives
Tax Search Fees**

Description	Fee
<u>Tax Searches and Printing of Tax Records</u>	
Searches ranging from 1 to 5 years	\$36.25
Each year greater than 5 years	\$8.75

**Archives and Records
Preliminary Site Investigation**

Description	Fee
Active Records Check Survey (per civic address searched)	\$280.00

Records**Building Records Request Fees**

Description	Fee	Units
Administration Fee	\$30.00	per request
Each Copy Requested (Printed)	\$5.50	per page
Each File Requested (Electronic)	\$5.50	per file
Large File Charge	\$12.25	per request

SCHEDULE – BILLING AND RECEIVABLES**Billing and Receivables****Receivables Fees**

Description	Fee
Administrative charges for cost recovery billings undertaken for arm's length third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$42.00

SCHEDULE – BOARD OF VARIANCE**Board of Variance Bylaw No. 9259****Application Fees**

Section 3.1.2(c), 3.2.3

Description	Fee
Application for order under section 540 of <i>Local Government Act</i> [Variance or exemption to relieve hardship]	\$791.00
Application for order under section 543 of <i>Local Government Act</i> [Exemption to relieve hardship from early termination of land use contract]	\$791.00
Application for order under section 544 of <i>Local Government Act</i> [Extent of damage preventing reconstruction as non-conforming use]	\$791.00
Fee for notice of new hearing due to adjournment by applicant	\$188.00
Board of Variance Meeting Notices- Board of Variance Applications (Section 3.1.6(a))	\$2.25 per address identified

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

Section 12 (b), 14

Description	Fee
Additions & Accessory Buildings; Single- or Two-Family Dwellings over 10 m ² in size; In-ground Swimming Pools & Demolitions	\$211.00
Move-Offs; Single- or Two-Family Dwelling Construction	\$211.00
Combined Demolition & Single- or Two-Family Dwelling Construction	\$211.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$280.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$280.00
Each Additional Inspection as Required	\$106.00

SCHEDULE – BUILDING REGULATION**Building Regulation Bylaw No. 7230****Plan Processing Fees**

Section 5.4

Description	Fee
For one dwelling unit	\$759.00
For two dwelling units	\$759.00
For three dwelling units	\$1,517.00
For four dwelling units	\$1,517.00
For five dwelling units	\$2,377.00
For six dwelling units	\$2,377.00
For other than one through six dwelling units <i>Greater of (a) or (b);</i> <i>(a)</i> <i>(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>	\$85.50
For a sewage holding tank	\$180.00

Note: The dwelling unit count for the purpose of this fee includes secondary suites. For example, a one-family dwelling with a secondary suite is two dwelling units.

Building Regulation Bylaw No. 7230**Building Permit Fees for those buildings referred to in Subsection 5.13.6**

Sections 5.2, 5.5, 5.6, 7.2

Description	Fee
Nil to \$1,000.00 (minimum fee)	\$98.25
Exceeding \$1,000.00 up to \$100,000.00	\$98.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$16.25
Exceeding \$100,000.00 to \$300,000.00	\$1,707.00
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$14.00
Exceeding \$300,000.00	\$4,507.00
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$10.75

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)	\$98.25
Exceeding \$1,000.00 up to \$100,000.00	\$98.25
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$16.75
Exceeding \$100,000.00 up to \$300,000.00	\$1,756.50
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$14.25
Exceeding \$300,000.00	\$4,606.50
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$11.00

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 (cont.)**

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

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

- (a) one dwelling unit, two dwelling units, three dwelling units, four dwelling units, five dwelling units, or six dwelling units; and
- (b) a garage, deck, porch, interior finishing or addition to a one dwelling unit, two dwelling units, three dwelling units, four dwelling units, five dwelling units, or six dwelling units, is assessed by total floor area and deemed to be the following:

Description	Construction Value - Single Family or One-Family Dwelling*	Construction Value - Other **	Units
(i) new construction of first storey	\$1,446.00	\$3,017.00	per m ²
(ii) new construction of second storey	\$1,334.00	\$3,017.00	per m ²
(iii) detached garage	\$742.00	\$1,120.00	per m ²
(iv) decks or porches	\$613.00	\$926.00	per m ²
(v) interior finishing on existing buildings	\$686.00	\$1,036.00	per m ²
(vi) additions	\$1,446.00	\$3,019.00	per m ²

**Note: This fee applies to any construction related to single family construction or a one-family dwelling including a secondary suite.*

***Note: This fee applies to any construction up to 6 dwelling units, but excludes a single family or one-family dwelling that includes a secondary suite. The dwelling unit count for the purpose of this fee includes secondary suites. For example, a duplex each with a secondary suite is four dwelling units.*

Description	Fee
Building Design Modification Fee	
Plan Review (per hour or portion thereof)	\$154.00
Building Permit Fee for Temporary Building for Occupancy	\$673.00
Modifications or Changes to Instream Building Permit Application	
Plan Review (per hour or portion thereof)	\$154.00
Re-inspection Fees	
(a) for the third inspection	\$102.00
(b) for the fourth inspection	\$141.00
(c) for the fifth inspection	\$273.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
Special Inspection Fees:	
(a) during the City's normal business hours	\$154.00
(b) outside the City's normal business hours	\$592.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$154.00

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

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

Description	Fee
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>	\$85.25
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>	\$85.25
<u>Building Move Inspection Fee:</u> (a) within the City boundaries (b) outside the City boundaries when travel is by City vehicle ** per km travelled **Plus	\$154.00 \$154.00 \$4.50
<i>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.</i>	
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$350.00
Provisional Occupancy Notice Extension Fee	\$553.00
Building Demolition Inspection Fee for each building over 50 m ² in floor area	\$544.00
Sewage Holding Tank Permit Fee	\$350.00
<u>Use of Equivalents Fees:</u> (a) each report containing a maximum of two separate equivalents (b) for each equivalent greater than two contained in the same report (c) for an amendment to an original report after the acceptance or rejection of the report (d) for Air Space Parcels (treating buildings as one building)	\$756.00 \$313.00 \$158.00 \$2,685.00

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

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

Description	Fee	Units
Domestic Installation – one family dwelling (a) - <i>whichever is greater (a) or (b)</i> (b)	\$85.25 \$32.25	per appliance
Domestic/Commercial/Industrial Installations – two family dwellings , multiple unit residential buildings, including townhouse units) (a) appliance input up to 29 kW (b) appliance input exceeding 29 kW	\$85.25 \$141.00	
<u>Special Inspection Fees:</u> (a) during the City's normal business hours (b) outside the City's normal business hours *for each hour or part thereof after the first four hours *Plus	\$154.00 \$592.00 \$154.00	
<u>Design Modification Fees</u> Plan Review	\$154.00	per hour
<u>Modifications or Changes to Instream Building Permit Application</u> Plan Review	\$154.00	per hour
<u>Re-Inspection Fee:</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	\$106.00 \$145.00 \$280.00	
For a vent and/or gas valve or furnace plenum (no appliance)	\$87.50	
<u>Piping alteration – for existing appliances</u> First 30 metres of piping Each additional 30 metres or part thereof Gas permit transfer or assignment fee (a) <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) <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>	\$87.50 \$33.00 \$87.50 \$87.50	

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	\$33.00	
(b) minimum plumbing fee	\$87.50	
(c) connection of City water supply to any hydraulic equipment	\$87.50	
<u>Sprinkler & Standpipes</u>		
(a) installation of any sprinkler system	\$87.50	
<i>*per additional head</i>	<i>*Plus \$5.25</i>	
(b) installation of each hydrant, standpipe, hose station,	(i) \$87.50	
hose valve, or hose cabinet used for fire fighting	(ii) \$33.00	
<i>-whichever is greater of (i) or (ii)</i>		per item
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$85.25	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$32.25	
<u>Sanitary & Storm Sewers: Building Drains & Water Distribution</u>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$85.25	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$32.25	
(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	\$85.25	
(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	\$32.25	
(e) for the installation of any neutralizing tank, catch basin,	(i) \$85.25	
sump, or manhole	(ii) \$32.25	
<i>- whichever is greater of (i) or (ii)</i>		per item
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$154.00	
(b) outside the City's normal business hours or each hour	\$592.00	
<i>*for part thereof exceeding the first four hours</i>	<i>*Plus \$154.00</i>	
<u>Design Modification Fees</u>		
Plan review	\$154.00	per hour
<i>Applicable to Plumbing, Sprinkler & Standpipes, Water Service, and Sanitary & Storm Sewers; Building Drains & Water Distributions</i>		
<u>Modifications or Changes to Instream Building Permit Application</u>		
Plan Review	\$154.00	per hour

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

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

Description	Fee	Units
Plumbing Re-Inspection Fee		
(a) for the third inspection	\$106.00	
(b) for the fourth inspection	\$145.00	
(c) for the fifth inspection	\$280.00	
<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>	\$87.50	
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>	\$87.50	
Provisional Plumbing Compliance Inspection Fee (per permit visit)	\$180.00	
Provisional Plumbing Compliance Notice Extension Fee	\$280.00	
Potable Water Backflow Preventer Test Report Decal	\$29.00	

SCHEDULE – BUSINESS LICENCE**Business Licence Bylaw No. 7360****Assembly Use Group 1**

Group 1 – Business Licence Fee Assessed by Total Floor Area <i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$204.00
93.1 to 232.5	(1,001 to 2,500)	\$307.00
232.6 to 465.0	(2,501 to 5,000)	\$526.00
465.1 to 930.0	(5,001 to 10,000)	\$835.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,476.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,111.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,752.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,384.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$4,025.00
5,580.4 and over	(60,001 and over)	\$4,562.00
Food Primary Liquor Licence Fee		\$420.00
Mobile Vendors (Food) Fee (per vehicle)		\$97.75

Business Licence Bylaw No. 7360 (Con't)
Assembly Use Group 2

Group 2 – Business Licence Fee Assessed by Number of Seats	
Seats	Fee
0 to 30	\$632.00
31 to 60	\$1,151.00
61 to 90	\$1,876.00
91 to 120	\$2,503.00
121 to 150	\$3,119.00
151 to 180	\$3,743.00
181 to 210	\$4,362.00
211 and over	\$4,562.00

Assembly Use Group 3

Group 3 – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$166.00
6 to 10	\$274.00
11 to 15	\$391.00
16 to 25	\$579.00
26 to 50	\$835.00
51 to 100	\$1,205.00
101 to 200	\$1,696.00
201 to 500	\$2,446.00
501 to 1,000	\$3,692.00
1,001 and over	\$4,562.00

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

Adult Orientated Uses

Description	Fee
Adult entertainment establishment licence	\$4,562.00
Casino	\$7,211.00
<u>Body-Painting Studio</u>	
Studio licence	\$4,562.00
Each body-painting employee	\$166.00
<u>Body-Rub Studio</u>	
Studio licence	\$4,562.00
Each body-rub employee	\$166.00
<u>Escort Service</u>	
Escort service licence	\$4,556.00
Each escort employee	\$166.00

Business Licence Bylaw No. 7360 (Con't)
Bed & Breakfast Use

Description	Fee
Bed & Breakfast Business License	\$432.00

Farmer's Market

Description	Fee
Farmer's market licence	\$166.00

Industrial/Manufacturing Use

Industrial/Manufacturing Use – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$197.00
6 to 10	\$323.00
11 to 15	\$448.00
16 to 25	\$632.00
26 to 50	\$886.00
51 to 100	\$1,253.00
101 to 200	\$1,752.00
201 to 500	\$2,495.00
501 to 1,000	\$3,737.00
1,001 and over	\$4,562.00

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

Licence Transfers, Changes and Reprints

Description	Fee
Requests for comfort letters (per address/business)	\$88.75
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	\$56.75
Changing the category or subcategory of a licence (a) 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)	\$56.75
Licence reprint	\$15.00

Business Licence Bylaw No. 7360 (Con't)
Mercantile Use

Mercantile Use – Business Licence Fee Assessed by Total Floor Area		
Square Metres (m²)	(Square Feet) (ft²)	Fee
0.0 to 93.0	(0 to 1,000)	\$166.00
93.1 to 232.5	(1,001 to 2,500)	\$259.00
232.6 to 465.0	(2,501 to 5,000)	\$472.00
465.1 to 930.0	(5,001 to 10,000)	\$789.00
930.1 to 1,860.1	(10,001 to 20,000)	\$1,425.00
1,860.2 to 2,790.1	(20,001 to 30,000)	\$2,067.00
2,790.2 to 3,720.2	(30,001 to 40,000)	\$2,697.00
3,720.3 to 4,650.2	(40,001 to 50,000)	\$3,332.00
4,650.3 to 5,580.3	(50,001 to 60,000)	\$3,450.00
5,580.4 and over	(60,001 and over)	\$4,562.00

Off-Leash Permits

Description	Fee
Annual permit	\$142.00

Residential Use

Residential Use – Business Licence Fee Assessed by Number of Rental Units	
Units	Fee
0 to 5	\$197.00
6 to 10	\$302.00
11 to 25	\$509.00
26 to 50	\$824.00
51 to 100	\$1,445.00
101 to 200	\$2,066.00
201 to 300	\$2,689.00
301 to 400	\$3,306.00
401 to 500	\$3,921.00
501 and over	\$4,562.00

Business Licence Bylaw No. 7360 (Con't)
Service Use

Service Use – Business Licence Fee Assessed by Number of Employees (including owners)*	
Employees	Fee
0 to 5	\$166.00
6 to 10	\$281.00
11 to 15	\$409.00
16 to 25	\$600.00
26 to 50	\$854.00
51 to 100	\$1,237.00
101 to 200	\$1,734.00
201 to 500	\$2,509.00
501 to 1,000	\$3,774.00
1,001 and over	\$4,562.00

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

Short Term Boarding and Lodging Use

Description	Fee
Short Term Boarding and Lodging Business Licence	\$432.00

Vehicle for Hire Businesses

Description	Fee
<u>Vehicle for Hire Business Fee</u>	
Each vehicle for hire applicant must pay (1) and (2)*:	
(1) Vehicle for hire office fee	\$166.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$154.00
CLASS "B" Limousine	\$97.75
CLASS "C" Sightseeing Taxicab	\$154.00
CLASS "D" Airport Taxicab	\$154.00
CLASS "E" Private Bus	\$154.00
CLASS "T" Charter Minibus	\$154.00
CLASS "J" Rental Vehicle :	
Group 1	\$20.00
Group 2	\$97.75
CLASS "K" Driver Training Vehicle	\$73.50
CLASS "M" Tow-Truck	\$154.00
CLASS "N" Taxicab for Persons with Disabilities	\$154.00
CLASS "P" Pedicab	\$154.00

Business Licence Bylaw No. 7360 (Con't)
Vehicle for Hire Businesses (Con't)

<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$4,562.00
Transferring a vehicle for hire licence within any calendar year	\$56.75
Replacing a vehicle for hire licence plate or decal	\$23.75

Vending Machine Uses

Description	Fee
Vending Machine Business Licence Fee	
Group 1 (per machine)	\$37.50
Group 2 (per machine)	\$51.50
Group 3 (per machine)	\$12.00
Banking machine licence fee (per machine)	\$159.00
Amusement machine licence fee (per machine)	\$37.50

SCHEDULE – COMMUNITY BYLAWS DOCUMENTATION FEE

Community Bylaws Documentation Fees

Description	Fee
Requests for Comfort Letters (per civic address & per unit)	\$88.75

SCHEDULE – CONSTRUCTION ENCROACHMENT

Construction Encroachment Bylaw No. 9833

Sections 2.1, 2.2 and 3.4

Description	Fee
Underpinning Works	
Application Fee	\$573.00 per Underpinning Works Permit application
Encroachment Fee	\$60.50 per square meter of excavation face that will be supported by the Underpinning Works
Inspection Fee	\$274.00
Additional Inspection Fees	\$103.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,700.00 plus such additional amounts set forth in section 2.2 of Bylaw No. 9833
Renewal Application Fee	\$573.00 per Underpinning Works Permit renewal application

Construction Encroachment Bylaw No. 9833 (Con't)

Sections 2.1, 2.2 and 3.4

Construction Fence	Fee
Application Fee	\$118.00 per Construction Fence Permit application
Encroachment Fee	\$12.00 per year per square meter of encroachment
Inspection Fee	\$274.00
Additional Inspection Fees	\$103.00 per additional inspection if additional inspection(s) are required as a result of initial inspection showing deficiencies
Security Deposit	\$5,700.00
Renewal Application Fee	\$118.00 per Construction Fence Permit renewal application
Crane Swing	Fee
Application Fee	\$573.00 per Crane Swing Permit application
Renewal Application Fee	\$573.00 per Crane Swing Permit renewal application

SCHEDULE – DEMOLITION WASTE AND RECYCLABLE MATERIALS**Demolition Waste and Recyclable Materials Bylaw No. 9516**

Section 4.1

Description	Fee
Application Fee	\$308.00 per waste disposal and recycling services plan submission
Waste Disposal and Recycling Service Fee	\$4.00 per square feet of structure to be demolished

SCHEDULE – DEVELOPMENT APPLICATION FEES**Zoning Amendments No. 8951**

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$2,115.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) or Small-Scale Multi-Unit Housing (RSM)		
	No lot size policy applicable	\$2,689.00	Not Applicable
	Requiring a new or amended lot size policy *plus all associated public notification costs	\$3,356.00	Not Applicable
Section 1.2.1	Zoning Bylaw Designation Amendment for ‘site specific zones’	\$4,026.00	For residential portion of development: - \$52.00 per dwelling unit for first 20 dwelling units and - \$26.50 per dwelling unit for each subsequent dwelling unit For non-residential building area: - \$33.50 per 100 m ² of building area for the first 1,000 m ² and - \$21.00 per 100 m ² thereafter \$5,095.00 if advanced to Council and/or Committee for preliminary review
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,689.00	For residential portion of development: - \$27.25 per dwelling unit for first 20 dwelling units and - \$14.75 per dwelling unit for each subsequent dwelling unit For non-residential building area: - \$21.00 per 100 m ² of building area for the first 1,000 m ² and - \$8.50 per 100 m ² thereafter \$5,095.00 if advanced to Council and/or Committee for preliminary review
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$1,015.00	\$1,015.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,350.00	Not Applicable
Section 1.2.6	Early Public Notices – Zoning Amendments	\$2.25 per address identified	Not Applicable
Section 1.2.7	Public Hearing Notices – Zoning Amendments	\$2.25 per address identified	Not Applicable

Official Community Plan Amendments No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$4,026.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment <i>for second public hearing</i>	\$1,015.00	\$1,015.00 for each subsequent Public Hearing required
Section 1.3.3	Early Public Notices – Official Community Plan Amendments	\$2.25 per address identified	Not Applicable
Section 1.3.4	Public Hearing Notices – Official Community Plan Amendments	\$2.25 per address identified	Not Applicable

Development Permits No. 8951

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	\$2,018.00	\$673.00 for the first 464.5 m ² of gross Floor area plus: - \$142.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$28.25 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.4.2	Development Permit for Coach House, Granny Flat or Small-Scale Multi-Unit Housing	\$1,293.00	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)	\$2,018.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$680.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,350.00	Not Applicable

Development Permits No. 8951 (Con't)

Section 1.4.6	Early Public Notices – Development Permits	\$2.25 per address identified	Not Applicable
Section 1.4.7	Development Permit Panel Meeting Notices – Development Permits	\$2.25 per address identified	Not Applicable

Development Variance Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$2,018.00	Not Applicable
Section 1.5.2	Early Public Notices – Development Variance Permits	\$2.25 per address identified	Not Applicable
Section 1.5.3	Development Permit Panel Meeting Notices – Development Variance Permits	\$2.25 per address identified	Not Applicable

Temporary Use Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,689.00	Not Applicable
	Temporary Use Permit Renewal	\$1,350.00	Not Applicable
	Temporary Use Permits for Seasonal Outdoor Patio	\$313.00	Not Applicable
	Temporary Use Permit Renewal for Seasonal Outdoor Patio	\$313.00	Not Applicable
	Temporary Use Permit for Mobile Food Vendor	\$112.00	Not Applicable
	Temporary Use Permit Renewal for Mobile Food Vendor	\$112.00	Not Applicable

Liquor-Related Permits No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.8.2 (a)	Licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or change to existing license to serve liquor	\$680.00	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$362.00	Not Applicable

Subdivision and Consolidation of Property No. 8951

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	\$1,015.00	\$142.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$349.00	\$349.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$1,015.00	(In addition to the application fee for the subdivision)
Section 1.9.4	Air space subdivision	\$7,882.00	\$198.00 for each additional air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$142.00	Not Applicable

Strata Title Conversion of Existing Building No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,689.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwelling, commercial buildings and industrial buildings	\$4,026.00	Not Applicable

Phased Strata Title Subdivisions No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$680.00 for first phase	\$680.00 for each additional phase

Servicing Agreements and Latecomer Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,350.00	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	\$6,434.00	Not Applicable

Civic Address Changes No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$349.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$349.00	Not Applicable
	Civic Address change due to personal preference	\$1,350.00	Not Applicable

Telecommunication Antenna Consultation and Siting Protocol No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,689.00	Not Applicable

Heritage Applications No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.15.1(a)	Heritage Alteration Permit with a variance to the Zoning Bylaw or additional floor area	\$2,018.00	\$673.00 for the first 464.5 m ² of gross floor area plus: - \$142.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$28.25 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.15.1(b)	Heritage Alteration Permit without a variance of additional floor area	\$299.00	Not Applicable
Section 1.15.1(c)	Heritage Alteration Permit (issued by delegated authority referred to in Section 7.1.2 of the <i>Heritage Procedures Bylaw No. 8400</i>)	\$299.00	Not Applicable
Section 1.15.1(d)	Heritage Alteration Permit For patios to be considered by the Director of Development with the City of Richmond Patio Permit Application	No Fee	Not Applicable

Heritage Applications No. 8951 (Con't)

Section	Description	Base Fee	Incremental Fee
Section 1.15.2(a)	Heritage Revitalization Agreement where use or density is varied	\$2,689.00	<u>For residential portion of development:</u> - \$26.75 per dwelling unit for first 20 dwelling units and - \$14.75 per dwelling unit for each subsequent dwelling unit <u>For non-residential building area:</u> - \$21.00 per 100 m ² of building area for the first 1,000 m ² and \$8.50 per 100 m ² thereafter
Section 1.15.2(b)	Heritage Revitalization Agreement where use or density is not varied	\$2,018.00	\$673.00 for the first 464.5 m ² of gross Floor area plus: - \$142.00 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area up to 9,290 m ² , plus - \$28.25 for each additional 92.9 m ² or portion of 92.9 m ² of gross floor area over 9,290 m ²
Section 1.15.3	Early Public Notices - Heritage Alteration Permit that cannot be delegated to the Director of Development for issuance, or Heritage Revitalization Agreement	\$2.25 per address identified	Not Applicable
Section 1.15.4	Public Hearing Notices - Heritage Revitalization Agreement (where use or density is varied)	\$2.25 per address identified	Not Applicable
Section 1.15.5	Meeting Notices for Heritage Alteration Permit that involves a variance to the Zoning Bylaw or additional floor area, or Heritage Revitalization Agreement that is not subject to the Public Hearing requirement	\$2.25 per address identified	Not Applicable

Administrative Fees No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$349.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$65.50	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	\$349.00	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$72.75 per legal Plan	Not Applicable
Section 1.16.5	Site Disclosure Statement submission	\$72.75 per Site Disclosure Statement	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$349.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,350.00 per legal agreement	Not Applicable
Section 1.16.8	Additional landscape inspection because of failure to comply with City requirements	\$150.00 for second inspection	\$150.00 for each additional inspection required
Section 1.16.9	Preparation of information letter (comfort letter) for general land use	\$88.75 per property	Not Applicable
Section 1.16.10	Preparation of information letter (comfort letter) for building issues	\$88.75 per property	Not Applicable
Section 1.16.11	On-Demand/Irrevocable Surety Bond, as alternative security	\$764.00	Not Applicable
Section 1.16.12	City's external legal fees and disbursements	Actual cost	Not Applicable

SCHEDULE – DOG LICENCING**Dog Licencing Bylaw No. 7138**

Sections 2.1, 2.3

Description	Fee
<u>Dog – Not neutered or spayed</u>	
Normal Fee	\$95.50
Prior to March 1 st of the year for which the application is made	\$68.75
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$42.00
Prior to March 1 st of the year for which the application is made	\$28.50
For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made	\$15.00
<u>Dangerous Dog – Not neutered or spayed</u>	
Normal Fee	\$340.00
Prior to March 1 st of the year for which the application is made	\$275.00
<u>Dangerous Dog – Neutered or spayed</u>	
Normal Fee	\$275.00
Prior to March 1 st of the year for which the application is made	\$208.00
For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made	\$104.00
Replacement Dog Tag* *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	\$8.50

Note: All dogs over eight (8) weeks of age must be licensed. A dog that is not able to be neutered/spayed, verification from a veterinarian must be provide. The fee will be determined on a case-by-case basis.

SCHEDULE – DONATION BIN REGULATION**Donation Bin Regulation Bylaw No. 9502**

Section 2.1.3

Description	Fee
Annual Permit Fee	\$127.00 per donation Bin
Damage Deposit Fee	\$1,191.00 per donation bin location to a maximum of \$3,000 per permittee

Donation Bin Regulation Bylaw No. 9502

Section 2.2.7

Description	Fee
Clean-up Fee	Actual Cost

Donation Bin Regulation Bylaw No. 9502**Section 2.4**

Description	Fee
Bin Removal Fee	\$127.00 per donation bin
Bin Retrieval Fee	\$248.00 per donation bin
Storage Fee	\$19.50 per day per donation bin
Disposal Fee	\$98.00 per donation bin disposal

SCHEDULE – EMPLOYMENT AND PAYROLL RECORDS

Description	Fee
Fee per request	\$127.00
Photocopying fees additional	\$2.50 per page \$2.75 per page (double sided)

SCHEDULE – FILMING APPLICATION AND FEES**Filming Application and Fees Bylaw No. 8708****Administration Fees****Section 2.1.1 and 2.1.2**

Description	Fee
Application for Filming Agreement	\$237.00
Film Production Business Licence	\$166.00
Film Regulation Hours Extension Fee	\$200.00 per day
Road Use Fee	\$200.00 per road
Street Use Fee (100 feet/day)	\$65.25
Administrative Fee	20% for cost recovery

Filming Application and Fees Bylaw No. 8708
City Parks & Heritage Sites
Section 2.1.1 and 2.1.2

Description	Fee	Units
Major Park		
<i>Per day</i>	\$970.00	
<i>Per ½ day</i>	\$650.00	
Neighbourhood Park		
<i>Per day</i>	\$650.00	
<i>Per ½ day</i>	\$389.00	
<u>Britannia Shipyard</u>		
Filming	\$2,569.00	per day
Preparation & Wrap	\$1,290.00	per day
Per Holding Day	\$650.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$3,209.00	per day
<i>July through September</i>	\$3,851.00	per day
Preparation & Wrap	\$1,290.00	per day
Per Holding Day	\$650.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	
<u>Nature Park</u>		
Filming	\$1,289.00	per day
Preparation & Wrap	\$650.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	
<u>City Hall</u>		
Filming on regular business days	\$2,569.00	per day
Filming on weekends or statutory holidays	\$1,290.00	per day
Preparation & Wrap	\$1,290.00	per day
City Employee		
<i>Per regular working hour</i>	\$47.00	
<i>Per hour after 8 hours</i>	\$68.75	

Filming Application and Fees Bylaw No. 8708**Other Fees**

Section 2.1.1 and 2.1.2

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$137.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$169.00	per hour
Fire Captain	\$119.00	per hour
Firefighter (minimum 3 firefighters)	\$95.00	per hour, per person

SCHEDULE – FIRE PROTECTION AND LIFE SAFETY**Fire Protection and Life Safety Bylaw No. 8306****Fees & Cost Recovery**

Description	Section	Fee	Units
Permit	4.3	\$29.00	
Permit Inspection, first hour	4.3	\$114.00	
Permit Inspection, subsequent hours or part thereof	4.3	\$70.00	
Attendance – open air burning without permit <i>first hour</i>	4.5.1	\$576.00	per vehicle
Attendance – open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$294.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$576.00	per vehicle
Attendance – open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$294.00	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)	\$576.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Vacant premises – Richmond Fire Rescue response	9.7.5 (a)	\$576.00	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	\$145.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	

Fire Protection and Life Safety Bylaw No. 8306 (Con't)
Fees & Cost Recovery

Description	Section	Fee	Units
Fire Extinguisher Training	15.1.1 (h)	\$32.50	per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1 (i)	\$83.50	per address
Description	Section	Fee	
Review – Fire Safety Plan any building	15.1.1 (b)		
Any building < 600 m² area		\$145.00	
Any building > 600 m² area		\$211.00	
High building, institutional		\$280.00	
Revisions (per occurrence)		\$70.00	
Inspection	15.2.1 (a)		
4 stories or less, and less than 914 m² per floor		\$280.00	
4 stories or less, and between 914 m² and 1,524 m² per floor		\$418.00	
5 stories or more, and between 914 m² and 1,524 m² per floor		\$689.00	
5 stories or more, and over 1,524 m² per floor		\$959.00	
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$114.00	
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1 (b)	\$70.00	
Nuisance investigation, response & abatement	15.4.1	Actual cost	
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost	
<u>Attendance – False alarm</u>			
No false alarm reduction program in place, second or each subsequent false alarm occurring in any calendar year	15.5.1	\$418.00	
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	15.5.10	\$142.00	
Caused by security alarm system	15.6.1	\$280.00	
Monitoring agency not notified	15.7.1	\$280.00	
Alternate solution report or application review	General	\$211.00	

SCHEDULE – FLOOD PROTECTION**Flood Protection Bylaw No. 10426**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,092.00 each
<u>Service Requests [s.2.4.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$330.00 each

SCHEDULE – GARDEN CITY LANDS SOILS DEPOSIT FEES**Garden City Lands Soils Deposits Fees Bylaw No. 9900**

Sections 2.1

Dump Truck Type	Approximate Volume per Load	Fee
Tandem	7m ³	\$115.00
Tri-Tandem	9m ³	\$142.00
Truck + Transfer	12m ³	\$181.00

SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION**Newspaper Distribution Regulation Bylaw No. 7954**

Section	Application Type	Fee
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspaper	\$200.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$97.75, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$134.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspaper	\$328.00, plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$134.00, plus applicable taxes, per year

SCHEDULE – PARKING (OFF-STREET) REGULATION**PARKING (OFF-STREET) REGULATION Bylaw No. 7403****EV Charging – City EV Parking Stall User Fees**

Section 3.5.3

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per kilowatt-hour (kWh) while charging Per minute following full charge or stoppage of charging</i>
Level 2 Charging Session Metered Rate (24 hrs/day) Idle fee (7am - 11pm)	\$0.2972/kWh \$0.05 per minute after a five minute grace period following a full charge or stoppage of charging
Level 3 Charging Session Metered Rate (24 hrs/day) Idle fee (24 hrs/day)	\$0.3609/kWh \$0.40 per minute after a five minute grace period following a full charge or stoppage of charging

PARKING (OFF-STREET) REGULATION Bylaw No. 7403

Section 5.1.3, 6.1.2

Description	Fees
<i>Pay Parking Fees:</i>	
All Off-Street City Property Locations, other than those set out below	\$3.75 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$3.75 per hour, plus applicable taxes – 7:00 am to 9:00 pm
6500 Gilbert Road	\$3.75 per hour, plus applicable taxes – 7:00 am to 9:00 pm Gateway Theater Productions - \$6.75 for maximum stay, plus applicable taxes
7840 Granville Avenue	\$3.25 per hour, plus applicable taxes – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$3.25 per hour, plus applicable taxes – 7:00 am to 9:00 pm \$10.00 per day, plus applicable taxes
3500 McDonald Road	\$26.00 first day (vehicle towing watercraft trailer only), plus applicable taxes Plus \$12.75 per additional day (to a maximum of 5 days), plus applicable taxes

PARKING (OFF-STREET) REGULATION Bylaw No. 7403 (Con't)

Section 5.1.3, 6.1.2

Description	Fee
<i>Parking Permit / Decal Fees:</i> All Off-Street City Property Locations, other than those set out below.	\$56.50 per calendar month plus applicable taxes, subject to discounts of: - 10% for groups of 11 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$6.50 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$6.50 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$9.50 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$6.50 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$6.50 per calendar year, plus applicable taxes
McDonald Beach – Watercraft Trailer Parking (3500 McDonald Road)	\$110.00 Richmond Residents, per calendar year, plus applicable taxes
	\$165.00 Non-Richmond Residents, per calendar year, plus applicable taxes

SCHEDULE – PLAYING FIELD USER FEES**Playing Field User Fees****Natural Turf Field Fees**

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$46.50	per hour
<i>Mini field</i>	\$23.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$37.75	per hour
<i>Mini field</i>	\$20.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$14.00	per hour
<i>Mini field</i>	\$7.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$28.25	per hour
<i>Mini field</i>	\$15.00	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$33.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$27.25	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$10.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$21.00	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$12.00	per hour
<i>Mini field</i>	\$7.00	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$9.75	per hour
<i>Mini field</i>	\$6.25	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$5.25	per hour
<i>Mini field</i>	\$4.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$7.75	per hour
<i>Mini field</i>	\$5.25	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

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

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$28.50	per hour
<i>Mini field</i>	\$15.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$47.25	per hour
<i>Mini field</i>	\$24.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$68.50	per hour
<i>Mini field</i>	\$35.25	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees**Ball Diamonds**

Description	Fee	Units
<u>Sand Turf (With Lights)</u>		
Commercial (all ages)		
<i>Full size</i>	\$30.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$24.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$9.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$19.00	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>	\$22.00	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$8.50	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$17.75	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

Playing Field User Fees
Ball Diamonds (cont.)

Description	Fee	Units
<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$8.75	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$7.50	per hour
Richmond Youth Groups* <i>Full size</i>	\$4.50	per hour
Richmond Adult Groups* <i>Full size</i>	\$6.50	per hour
<u>Artificial Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$73.00	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$73.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$30.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$50.25	per hour
<u>Artificial Turf Infield and Sand Turf Outfield (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$65.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$59.25	per hour
<i>Infield Only</i>	\$35.75	per hour
Richmond Youth Groups* <i>Full size</i>	\$23.50	per hour
<i>Infield Only</i>	\$14.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$43.25	per hour
<i>Infield Only</i>	\$24.75	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% 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	\$943.00	per year
Richmond Youth Meets*	\$180.00	per meet
Richmond Adult Meets*	\$278.00	per meet
Private Group Track Meets or Special Events	\$688.00	per day
Private Group Track Meets or Special Events	\$59.00	per hour

*As per City of Richmond Policy 8701 groups must have a minimum of 70% Richmond residents to receive this rate. Groups may be asked to provide proof of residency.

SCHEDULE – POLLUTION PREVENTION AND CLEAN-UP**Permit Application Fees**

Section 6.1.2

Description	Fee
Application Fee	\$3,414.00
Request for comfort letters per civic address and per unit	\$95.50

SCHEDULE – PROPERTY TAX FEES**Property Tax Administration Fees**

Description	Fee
Electronic Payment Error – Transfer to another account (Tax and Utility)	\$15.00
Refund* – amount must be over \$50 (Tax and Utility)	\$25.00

*Note: Pre-Authorized Payments are excluded from being refunded.

Property Tax Billing Information

Description	Fee
Additional tax and/or utility bill reprints – per folio/account	\$7.75
Digital roll data report	\$1,030.00
Tax apportionment – per child folio	\$39.75
Mortgage company tax information request – per folio	13.25

Property Tax Certificate Fees

Description	Fee
Requested in person at City Hall	\$75.50
Requested through APIC	\$43.00

Property Tax Sale

Description	Fee
Tax Sale Registration Fee	\$184.00

SCHEDULE – PUBLIC SPACE PATIO FEES**Public Space Patio Regulation Bylaw No. 10350****Section 2.3(c)**

Public Space Patio Permit Application Fee	Fee
Permit	\$313.00
Renewal	\$313.00
Small Sidewalk Patio Permit Application Fee	Fee
Permit	\$105.00
Renewal	\$105.00

SCHEDULE – PUBLICATION FEES**Publication Fees**

Description	Fee
<u>As-Builts Drawings</u>	
A-1 Size, 24" x 36"	\$8.25
B Size, 18" x 24"	\$6.50
<u>Computer Sections Maps, 24" x 24"</u>	
Individual	\$8.25
Digital Download	\$102.00
<u>Custom Services</u>	
Custom Mapping (per hour)	\$82.00
<u>Engineering Manuals</u>	
Design Specifications (contents only)	\$131.00
Supplemental Specifications and Detail Drawings (contents only)	\$131.00
<u>GIS Data Requests</u>	
Non-refundable Data Request Fee	\$131.00
First Layer*	\$204.00
Each Additional Layer*	\$70.00
Digital download of GIS layers of Municipal Works of City of Richmond	\$8,156.00
<u>Street Maps</u>	
Large, 36" x 57"	\$11.00
Small, 22" x 34"	\$8.25
<u>Traffic Camera Video Recording Search Fee</u>	
Per Site (minimum charge)	\$403.00
Per hour additional for large requests	\$64.50
<u>Utility Section Maps, 15" x 24"</u>	
Individual	\$6.50
Digital Download	\$102.00

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

SCHEDULE – RCMP DOCUMENTATION FEES**RCMP Documentation Fees**

Description	Fee
Criminal Record Checks	\$76.00
Volunteer Criminal Record Checks – Volunteering outside the City of Richmond	\$25.00
Volunteer Criminal Record Checks – Volunteering within the City of Richmond	No Charge
Police Certificate (including prints)	\$76.00
Fingerprints	\$76.00
Record of Suspension / Local Records Checks	\$76.00
Name Change Applications	\$76.00
Collision Analyst Report	\$699.00
Field Drawing Reproduction	\$51.50
Scale Drawing	\$150.00
Mechanical Inspection Report	\$304.00
Police Report and Passport Letter	\$76.00
Insurance Claim Letter	\$76.00
Court Ordered File Disclosure	\$76.00
*per page	*Plus \$4.00
**Shipping cost	**Plus \$10.50
Photos 4" x 6" (per photo)	\$5.50
***Shipping cost	***Plus \$10.50
Photos (each laser)	\$4.50
Digital Photo Reproduction	\$24.50
Video Reproduction (first hour)	\$76.00
- per additional half-hour of staff time	\$38.50
Audio Tape Reproduction (first hour)	\$76.00
- per additional half-hour of staff time	\$38.50
Information transfer/storage to USB	\$10.25

SCHEDULE - REGULATION OF MATERIAL ON HIGHWAYS**Regulation of Material on Highways Bylaw No. 10226****Section 1.2.5**

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal or clearance and disposal	Actual Cost

Regulation of Material on Highways Bylaw No. 10226

Section 1.3.2

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal, impoundment or seizure	Actual Cost

Regulation of Material on Highways Bylaw No. 10226

Section 1.3.6

Description	Fee
Administrative charges for cost recovery	20% of actual costs
Costs of removal and disposal	Actual Cost

SCHEDULE – RESIDENTIAL LOT (VEHICULAR) ACCESS REGULATION**Residential Lot (Vehicular) Access Regulation Bylaw No. 7222****Administration Fees**

Section 2.3

Description	Fee
<u>Driveway Crossing Application</u> Administration/Inspection Fee	\$106.00

SCHEDULE – SANITARY SEWER**Sanitary Sewer Bylaw No. 10427**

Description	Fee
<u>Design Plan Prepared by City [s.1.2.1(d)]</u> a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,092.00 each
<u>Service Requests [s.2.7.1]</u> For responses by the City in connection with a request for maintenance or emergency services	\$330.00 each
<u>Application for Sanitary Sewer User Fee Reduction [s.2.3.1(b)]</u> Application fee	\$321.00 each

SCHEDULE – SIGN REGULATION**Sign Regulation Bylaw No. 9700**

Sections 1.12, 1.14

Description	Fee
Base application fee (non-refundable)	\$94.25 (creditable towards appropriate permit fee)
Fee for home-based sign	\$94.25
Fee based on sign area (awning, banner, canopy, changeable copy, fascia, mansard roof, marquee, projected-image, projecting, under awning/canopy, window signs >25%)	$<15.0\text{m}^2$: \$121.00 $15.01\text{-}45.0\text{m}^2$: \$237.00 $>45.01\text{m}^2$: \$411.00
Fee for new freestanding signs	$< 3.0\text{m}^2$: \$237.00 $3.01\text{-}9.0\text{m}^2$: \$469.00 $9.01\text{-}15.0\text{m}^2$: \$703.00
Fee for temporary construction freestanding/fencing signs	Single/two family: \$121.00 \$68.75 for each additional 6 months. 3+ family construction: \$237.00 \$121.00 for each additional 6 months
Freestanding sign relocation fee (on same site)	\$237.00 (same as base f/s fee)
Permit processing fee for a sign without a permit	2x actual permit fee

SCHEDULE – SOIL DEPOSIT AND REMOVAL**Soil Deposit and Removal Bylaw No. 10200 Fees**

Sections 4.1.1d; 4.2.1; 4.4.1 (d); 4.7.1 (b)

Description	Fee
Soil and other Material Deposit or Removal Application Fee (over 100 cubic metres to 600 cubic metres)	\$657.00
Soil and Other Material Deposit or Removal Application Fee (over 600 cubic metres)	\$1,092.00
Security Deposit	\$5.14 per cubic metre (\$15,000 minimum to a maximum of \$200,000)
Volume Fee - Soil Removal	\$1.06 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported within the City)	\$1.06 per cubic metre
Volume Fee - Soil Deposit (Soil or Other Material imported from outside the City)	\$2.08 per cubic metre
Soil and Other Material Deposit or Soil Removal Permit Renewal Fee	\$330.00

SCHEDULE - TRAFFIC**Traffic Bylaw No. 5870**

Parking Fees

Section 12A.3, 12B.4

Description	Fee
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
Block Meter Zones	\$3.75 per hour – 8:00 am to 9:00 pm
<i>Parking Permit / Decal Fees:</i>	
Parking Permit Decal	\$56.50 per calendar month, plus applicable taxes, subject to discount of: • 10% for groups of 11 or more permit decals

Traffic Bylaw No. 5870

Parking Fees

Section 12B.1, 12B.4

Description	Fee
<i>Parking Permit / Decal Fees:</i>	\$102.00 per calendar year, per registered vehicle
Parking Permit Decal	• <i>Registration is optional</i> • <i>City Centre Parking Management Zone</i>

Traffic Bylaw No. 5870

Metered Fees

Section 12D.4

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per kilowatt-hour (kWh) while charging</i> <i>Per minute following full charge or</i> <i>stoppage of charging</i>
Level 2	
Charging Session Metered Rate (24 hrs/day)	\$0.2972/kWh
Idle fee (7am - 11pm)	\$0.05 per minute after a five minute grace period following a full charge or stoppage of charging
Level 3	
Charging Session Metered Rate (24 hrs/day)	\$0.3609/kWh
Idle fee (24 hrs/day)	\$0.40 per minute after a five minute grace period following a full charge or stoppage of charging

Traffic Bylaw No. 5870

Construction Permit Zone with Block Meter and/or Metered Parking Spaces

Section 42.2A

Obstruction of Block Meter Machine	\$115.00 per day per block meter machine plus applicable taxes
Removal of Block Meter Machine	\$115.00 per block meter machine plus applicable taxes
Storage of Block Meter Machine	\$56.50 per month per block meter machine plus applicable taxes
Obstruction of Metered Parking Space	\$37.75 per day per metered parking space plus applicable taxes

SCHEDULE – TREE PROTECTION**Tree Protection Bylaw No. 8057****Permit Fees**

Sections 4.2, 4.6

Description	Fee
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	\$70.00
Two (2) or more trees	\$84.25 per tree
Permit renewal, extension or modification fee	\$70.00

Tree Protection Bylaw No. 8057**Permit Fees**

Sections 4.4.1, 5.2.6, 7.6(c)

Section	Description	Fee
Section 4.4.1	Security Deposit for replacement tree under a permit: - not related to works - related to a building permit - related to subdivision	\$0 per replacement tree \$0 per replacement tree \$750 per replacement tree
Section 5.2.6	Security Deposit for retained tree that is not a significant tree: - related to a building permit - related to subdivision -for trees 20cm to 30cm caliper -for trees 31cm to 91cm caliper	\$0 per retained tree \$5,000 per retained tree \$10,000 per retained tree
Section 5.2.6	Security Deposit for retained tree, if significant tree	\$20,000 per significant tree
Section 7.6(c)	Security Deposit for replacement trees planted as compensation for a significant tree, if significant tree damaged, cut or removed without permit	\$20,000 per significant tree

SCHEDULE – USE OF CITY STREETS**Traffic Bylaw No. 5870**

Obstruction of Traffic – Traffic Management Plan Review and Lane Closure Permit

Section 6.3

Description	Fee
Application Review Fee	\$115.00

Traffic Bylaw No. 5870

Containers – Temporary Placement Permit

Section 9A

Description	Fee
Permit Fee	\$34.00 per day

Traffic Bylaw No. 5870

Shared Vehicle Parking Space – Permit

Section 12C

Description	Fee
Permit Fee	\$337.00 per year

Traffic Bylaw No. 5870**EV Charging – City EV Parking Stall User Fees**

Section 12D.4

Description	Fee
<u>Charging Level of EV Supply Equipment</u>	<i>Per kilowatt-hour (kWh) while charging Per minute following full charge or stoppage of charging</i>
Level 2	
Charging Session Metered Rate (24 hrs/day)	\$0.2972/kWh
Idle fee (7am - 11pm)	\$0.05 per minute after a five minute grace period following a full charge or stoppage of charging
Level 3	
Charging Session Metered Rate (24 hrs/day)	\$0.3609/kWh
Idle fee (24 hrs/day)	\$0.40 per minute after a five minute grace period following a full charge or stoppage of charging

Traffic Bylaw No. 5870

Oversize Vehicles and Building Moves – Permit

Section 25.1

Description	Fee
Individual Vehicle Trip	\$28.75
One Vehicle for More than One Trip	\$115.00
One Building Move	\$56.50
Re-issuance of Building Move Permit as a Result of Changes Requested to Original Permit	\$28.75

Traffic Bylaw No. 5870

Construction Zones – Permit

Section 42.1

Description	Fee
Permit Fee	\$337.00
* per day *Plus	\$34.00
** per metre of roadway to which **Plus permit applies, per day	\$1.50

SCHEDULE – VEHICLE FOR HIRE REGULATION**Vehicle for Hire Regulation Bylaw No. 6900****Permit & Inspection Fees**

Sections 3.7, 6.3

Description	Fee	Units
Transporting of trunks	\$8.75	per trunk
Towing permit	\$153.00	
Inspection fee for each inspection after the second inspection	\$36.25	

SCHEDULE – VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR**Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068****Section 2.1**

Description		Fee
City Hall Tour		\$308.00 plus room rental fee
Visiting Delegation or Study Tour	Up to 2 hours	\$308.00 plus room rental fee
	2 to 4 hours	\$611.00 plus room rental fee
	More than 4 hours	\$1,216.00 plus room rental fee

SCHEDULE – WATER USE RESTRICTION**Water Use Restriction Bylaw No. 7784****Permit Fees****Section 3.1**

Description	Fee
Permit application fee for new lawns or landscaping (s.3.1.1(a))	\$42.50
Permit application fee for nematode applications for European Chafer Beetle control, where property does not have water meter service (s.3.1.1(b))	\$42.50
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, Design Drawing and Inspection Fees**

Description	Fee
<u>Culvert</u> Application Fee City Design Option Inspection Fee	\$723.00 \$1,656.00 \$140.00 plus \$28.50 per additional linear metre of culvert over 5 metres wide
<u>Bridge</u> Application Fee Inspection Fee	\$142.00 \$274.00

Note: There is no City Design Option for bridges.

Watercourse Protection and Crossing Bylaw No. 8441**Riparian Management Area Building Permit – Application Review Fees****Section 8.2**

Description	Fee
<u>Application Review Fees</u>	
(a) Single or two-family dwelling construction	\$856.00
(b) Single or two-family dwelling demolition	\$401.00
(c) Addition to and/or accessory building over 10 m ² (for single or two-family dwellings) construction	\$401.00
(d) Addition to and /or accessory building over 10 m ² (for single or two-family dwellings) demolition	\$401.00
(e) Retaining wall over 1.2 m in height, for single or two-family dwellings	\$401.00
(f) Site services for single or two-family dwelling	\$401.00
(g) Combination of three (3) or more of the following: single or two-family dwelling construction and/or demolition, addition to and/or accessory building over 10m ² for single or two-family dwellings construction and/or demolition, retaining wall over 1.2 m in height, for single or two-family dwelling, and/or site services for single or two-family dwelling.	\$1,708.00

Note: Other than as set out above there are no Building Permit application review fees for activities in or adjacent to riparian management areas

Watercourse Protection and Crossing Bylaw No. 8441
Development in Riparian Management Area Inspection Fees
Section 8.5

Description	Fee
Initial Inspection Fee	\$86.00
<u>Re-inspection Fees</u>	
(a) first additional inspection	\$86.00
(b) second additional inspection	\$173.00
(c) third additional inspection	\$344.00
<i>Note: the fee for each additional inspection after the third additional inspection, required as a result of prior inspection showing deficiencies, will be at double the cost of each immediately previous inspection</i>	

SCHEDULE – WATERWORKS

Waterworks and Water Rates Bylaw No. 5637

Description [Section]	Fee
<u>Design Plan Prepared by City [s. 2(d)]</u>	
(a) Design plan prepared by City for One-Family Dwelling or Two-Family Dwelling	\$1,092.00 each
(b) Design plan for all other buildings	\$2,182.00 each
For each turn on or turn off [s. 11(a)(iii), s. 11(c)(i)]	\$120.00
For each non-emergency service call outside regular hours [s. 11(b)(i)]	Actual Cost
Fee for testing a water meter [s. 26(a)]	\$414.00
Fee for water meter verification request [s. 26(d)]	\$55.00
Troubleshooting on private property	Actual Cost
<u>Fire flow tests of a watermain</u>	
(a) First test	\$275.00
(b) For each subsequent test	\$166.00
Locate or repair of curb stop service box or meter box	Actual Cost
<u>Fee for use of City fire hydrants [s. 37]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$373.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules “B” or “C”, or	\$240.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$240.00
(ii) Each additional day of use beyond the first day	\$79.00

Waterworks and Water Rates Bylaw No. 5637 (Con't)

Description [Section]	Fee
<u>Fee for use of Private fire hydrants [s. 37.1]</u>	
(a) Where the installation of a water meter is required:	
(i) Refundable Deposit	\$394.00
(ii) Consumption fee: the greater of the rates set out in Item 1 of Bylaw No. 5637 Schedules "B" or "C", or	\$232.00
(b) Where the installation of a water meter is not required:	
(i) First day	\$112.00
(ii) Each additional day of use beyond the first day	\$71.50

SCHEDULE – WHARVES REGULATION**Wharves Regulation Bylaw No. 10182****Moorage Fees**

Section 4.1

Description	Fee
Non-Commercial Pleasure Craft Moorage Fee - Per Lineal Foot per 24 hour period:	\$2.00
Commercial Vessel Docking fee at Imperial Landing - Per Lineal Foot per 24 hour period:	\$36.25
1. A Non-Refundable deposit, set out in the Wharves Regulation Bylaw No. 10182, is required for Commercial Vessel Docking at time of notification of intent to use Imperial Landing; 2. Balance is due within 30 days of the vessel sailing at the Commercial Vessel Docking and Service Fee LESS the non-refundable deposit.	

Note: All stays, by non-commercial pleasure crafts, at Imperial Landing are limited to a maximum of three (3) consecutive days within a fourteen (14) day period.

Separate tickets must be purchased for each day of moorage (i.e. 24-hour period). The separate tickets may be purchased at the same time OR a single ticket can be purchased at the beginning of each day.

Tickets are non-transferable.



City of Richmond

Report to Committee

To: Finance Committee

Date: September 15, 2025

From: Mike Ching
Director, Finance

File: 03-0925-02-04/2025-
Vol 01

Re: **Permissive Property Tax Exemption (2026) Bylaw No. 10670**

Staff Recommendation

That Permissive Property Tax Exemption (2026) Bylaw No. 10670 be introduced and given first, second and third readings.

Mike Ching
Director, Finance
(604-276-4137)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

Permissive exemptions of property tax are provided to various properties in accordance with Section 224 of the *Community Charter* and Council Policy 3561, which has been consistently applied since 1977. The exemption bylaw must be adopted by October 31 of each year to be effective for the following year. Ultimately, the determination of whether or not to grant a permissive property tax exemption is a discretionary power of Council.

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

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.1 Ensure effective financial planning to support a sustainable future for the City.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

Owners of exempted properties in 2025 were contacted and their eligibility for permissive exemptions were verified for the upcoming year. Amendments to the 2026 bylaw are reflected in Attachment 1 and detailed below under the 'Permissive Exemption Bylaw Amendments' section.

No. 5 Road Backlands

Commencing in 2002, development of religious assembly uses was permitted on No. 5 Road to the front one-third of a property, subject to farming being undertaken on the back two-thirds of a property ('the Backlands') pursuant to the City of Richmond's Bylaws and the Agricultural Land Commission's No. 5 Road Backlands Policy.

The majority of the religious properties on No. 5 Road do not have a Class 9 - Farm assessment for the back two-thirds of their properties, however they are assessed Class 8 - Recreational by BC Assessment. Regardless of the assessment class, the City's Backlands Policy requires farming activity to be taking place on the back two-thirds of the property. City Staff have conducted annual reviews of these properties since 2002 to ensure that farming requirements are being met.

To ensure farming requirements are being met; staff again conducted a site visit of the religious organizations on No. 5 Road in June 2025. Currently all but two organizations are actively farming. Organizations that are not fully farming have been informed and reminded of their requirements to farm the Backlands.

The two organizations that continue to have non-farming uses, and also have unpermitted structures and playground/field areas in their respective Backland areas, are the India Cultural

Center and The Shia Muslim Community of B.C. These two organizations have received communication in writing from the City, as well as the Agricultural Land Commission ('ALC') regarding their non-farming uses. The permissive tax exemption was granted for the 2025 year, however, both organizations were informed that if the non-farming uses were not rectified, they would not be granted the permissive tax exemption in the 2026 year. These two organizations are listed in the 'Permissive Exemption Bylaw Amendments' section below, detailing their individual non-farming uses.

Staff continues to work with all the No. 5 Road religious organizations to ensure farming of the Backlands is taking place to allow a permissive tax exemption for future years.

Permissive Exemption Bylaw Amendments

1. India Cultural Centre of Canada ('ICC') – 8600 No. 5 Road

In June of 2024, staff conducted their annual site visit and noted that structures and paved areas were located within the Backlands.

Both the ALC and the City instructed ICC in writing to remediate the Backlands to a farming state by the end of 2024. In June of 2025, during the annual site visit by staff, two new rows of vegetation have been planted; however, the paved areas, playing field and unpermitted structures have not been removed from the Backland area.

Based on the ongoing non-compliance in the Backlands, staff have not included the ICC property in the 2026 Permissive Tax Exemption Bylaw.

2. Shia Muslim Community of B.C. ('Shia') – 8580 No. 5 Road

In June of 2024, staff conducted a site visit and noted that required farming of the Backlands was not taking place, and that an unpermitted structure, paved areas, playgrounds, soccer field and basketball court were located within the Backlands. A meeting with City Staff, the ALC and Shia representatives took place in October 2024. All non-compliance issues were brought forward and Shia's representative committed to rectifying the non-compliance.

In June of 2025, during the annual site visit by staff, no changes from the prior year had been made. A non-farm use application was ultimately submitted to the ALC in early 2025, and the application fee was received by the City in September 2025. This is currently under review and will be brought forward for Council's consideration as part of a future staff report. Additional applications and permits (including a building permit) would also be required for the unpermitted structures should the non-farm use application be supported. To date, the paved areas, playgrounds and unpermitted structures have not been removed from the required farming area.

Based on the ongoing non-compliance in the Backlands, staff have not included the Shia property in the 2026 Permissive Tax Exemption Bylaw.

3. Apostolic Pentecostal Church – 8151 Bennett Road

The Apostolic Pentecostal Church is no longer leasing a space at 8151 Bennett Road, and is removed from Schedule C. A new tenant, Crave Church, is now leasing this space.

4. Crave Church – 8151 Bennett Road

Crave Church is now leasing the space previously leased by the Apostolic Pentecostal Church at 8151 Bennett Road. Crave Church has been added to Schedule C, and this property will continue to receive a permissive tax exemption for the space occupied by Crave Church.

5. Richmond City Baseball Association (RCBA) – 8275 Garden City Road

RCBA is leasing the space at 8275 Garden City Road. As set out in Council Policy 3561, they qualify for the City's Permissive Tax Exemption and have been added to Schedule H for the 2026 year.

Financial Impact

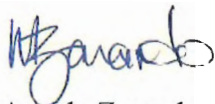
Property tax exemptions impact the City's finances by reducing the total assessed value of properties subject to taxation each year, and in 2025 this resulted in a municipal tax shortfall of \$1,616,109, or 0.49%, of the total municipal tax levy. The City recovers this shortfall through tax increases to general taxpayers.

Religious properties represent the largest number of permissively exempted properties and accounts for \$557,256 in municipal exempted taxes in 2025. Non-City owned exempted properties account for \$150,084 in municipal exempted taxes, and City-owned or leased properties account for \$908,769

Conclusion

Council grants permissive exemptions annually to properties of qualifying organizations providing social benefit to the Community.

Permissive Exemption Bylaw No. 10670 will provide tax exemptions in accordance with the *Community Charter* and Council's Permissive Tax Exemptions Policy 3561.



Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:nj

Att. 1: Amendments to the 2026 Permissive Tax Exemption Amended Bylaw 10670

Amendments to Permissive Property Tax Exemption (2026) Bylaw No. 10670

Amendments to the Bylaw:

Schedule	Folio	Civic Address	Organization Name	Amendment
B	024-908-040	8600 No. 5 Road	India Cultural Centre of Canada	Removed from 2026 permissive tax exemption list.
B	024-941-069	8580 No. 5 Road	Shia Muslim Community of B.C.	Removed from 2026 permissive tax exemption list.
C	064-046-009	8151 Bennett Road	Apostolic Pentecostal Church	Removed as tenant of this property. Crave Church added as the new tenant.
C	064-046-009	8151 Bennett Road	Crave Church	New tenant of the property replacing Apostolic Pentecostal Church. Eligible for the 2026 permissive tax exemption.
H	067-238-002	8275 Garden City Road	Richmond City Baseball Association	New tenant of City Property. Eligible for the 2026 permissive tax exemption.



Permissive Property Tax Exemption (2026) Bylaw No. 10670

The Council of the City of Richmond enacts as follows:

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 2026 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 2026 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*.
- 1.4 Notwithstanding Sections 1.1 and 1.2 of this bylaw, if at any point from the period commencing on the date of Council approval of this bylaw and December 31, 2026, parcels of land or portions thereof that are listed in Schedule A or Schedule B no longer qualify for the statutory tax exemption set out in section 220(1)(h) of the *Community Charter*, such parcels of land or portions thereof will be reassessed and subject to taxation for the period commencing on the date on which qualification for the statutory tax exemption ceased and ending on December 31, 2026.

PART TWO: TENANTED RELIGIOUS PROPERTIES PERMISSIVE EXEMPTION

- 2.1 Pursuant to Section 224(2)(g) of the *Community Charter*, the portions of land and improvements shown on Schedule C are hereby exempt from taxation for the 2026 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 D are hereby exempt from taxation for the 2026 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 E are hereby exempt from taxation for the 2026 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 F are hereby exempt from taxation for the 2026 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 G are hereby exempt from taxation for the 2026 year.
- 3.6** Pursuant to Section 224(2)(i) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule H are hereby exempt from taxation for the 2026 year.
- 3.7** Pursuant to Section 224(2)(d) of the *Community Charter*, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2026 year.

PART FOUR: MISCELLANEOUS PROVISIONS

- 4.1** Schedules A through I inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Permissive Property Tax Exemption (2025) Bylaw No. 10566 is hereby repealed in its entirety.
- 4.3** This Bylaw is cited as “Permissive Property Tax Exemption (2026) Bylaw No. 10670”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Bakerview Gospel Chapel (067-375-002) 8991 Francis Road	PID 009-294-902 Lot 135 Except: Parcel B (Bylaw Plan 87226) Section 21 Block 4 North Range 6 West New Westminster District Plan 23737	Bakerview Gospel Chapel 10260 Algonquin Drive Richmond, B.C. V7A 3A4
Beth Tikvah Congregation and Centre Association (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	Beth Tikvah Congregation and Centre Association 9711 Geal Road Richmond, B.C. V7E 1R4
Broadmoor Baptist Church (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	Broadmoor Baptist Church 8140 Saunders Road Richmond, B.C. V7A 2A5
Canadian Martyrs Parish (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	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8
Christian and Missionary Alliance (082-148-009) 3360 Sexsmith Road	PID 003-469-247 Lot 23 Except: Firstly: the East 414.3 Feet Secondly: the South 66 Feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	Christian & Missionary Alliance 3360 Sexsmith Road Richmond, B.C. V6X 2H8
Christian Reformed Church of Richmond (072-496-000) 9280 No. 2 Road	PID 018-262-767 Lot 2 of Section 30 Block 4 North Range 6 West New Westminster District Plan LMP9785	Christian Reformed Church of Richmond 9280 No. 2 Road Richmond, B.C. V7E 2C8

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Church in Richmond (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	Church in Richmond 4460 Brown Road Richmond BC V6X 2E8
Emmanuel Christian Community Society (102-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	Emmanuel Christian Community Society 10351 No. 1 Road Richmond, B.C. V7E 1S1
Fujian Evangelical Church (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	Fujian Evangelical Church 12200 Blundell Road Richmond, B.C. V6W 1B3
Gilmore Park United Church (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	Congregation of the Gilmore Park United Church 8060 No. 1 Road Richmond, B.C. V7C 1T9
I Kuan Tao (Fayi Chungder) Association (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	Yi-Guan Dao Fa-Yi Chong-De Association C/O I Kuan Tao (Fayi Chungder) Association #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2
Immanuel Christian Reformed Church (062-719-724) 7600 No. 4 Road	PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292	Immanuel Christian Reformed Church 7600 No. 4 Road Richmond, B.C. V6Y 2T5
Johrei Fellowship (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	Johrei Fellowship Inc. 10380 Odlin Road Richmond, B.C. V6X 1E2

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Lansdowne Congregation Jehovah's Witnesses (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	Trustees of the Lansdowne Congregation Jehovah's Witnesses c/o Jurgan Halbeher 10960 Ryan Road Richmond, B.C. V6A 2G4
Our Saviour Lutheran Church (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	Our Saviour Lutheran Church of Richmond BC 6340 No. 4 Road Richmond, B.C. V6Y 2S9
Trustees Congregation of Meeting Room 8020 No. 5 Road Richmond BC (Meeting Room) (025-166-010) 8020 No. 5 Road	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	Trustees Congregation of Meeting Room 8020 No. 5 Road Richmond BC 419 Centennial Parkway Delta BC V4L 1K9
Mennonite Church BC (Peace Mennonite Church) (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	Mennonite Church BC C/O Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
North Richmond Alliance Church (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	Christian & Missionary Alliance-Canada Pacific C/O North Richmond Alliance Church 9410 Granville Avenue Richmond, B.C. V6Y 1P8
Richmond (Bethel) Mennonite Church (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.C. Conference of the Mennonite Brethren Churches 10200 No. 5 Road Richmond, B.C. V7A 4E5

SCHEDULE A to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
Richmond Chinese Evangelical Free Church (025-162-005) 8040 No 5 Road	PID 004-332-695 South 100 feet West Half Lot 1 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Richmond Chinese Evangelical Free Church Inc. 8040 No. 5 Road Richmond, B.C. V6Y 2V4
Richmond Chinese Alliance Church (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	Christian and Missionary Alliance (Canadian Pacific District) 107 – 7585 132 nd Street Surrey, B.C. V2W 1K5
Richmond Emmanuel Church (082-265-027) 3330 – 8181 Cambie Road	PID 018-553-273 Lot 27 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Road Richmond B.C. V6X 3X9
Richmond Emmanuel Church (082-265-028) 3360 – 8181 Cambie Road	PID 018-553-281 Lot 28 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot.as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Road Richmond B.C. V6X 3X9

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Richmond Emmanuel Church (082-265-029) 3380 – 8181 Cambie Road	PID 018-553-290 Lot 29 Section 28 Block 5N Range 6W New Westminster District Plan LMS1162 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1 or V, as appropriate.	Richmond Emmanuel Church 3380 – 8181 Cambie Road Richmond B.C. V6X 3X9
Richmond Faith Fellowship (085-780-002) 11960 Montego Street	PID 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889), Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	Evangelical Missionary Church of Canada C/O Richmond Faith Fellowship 11960 Montego Street Richmond, B.C. V6X 1H4
Richmond Pentecostal Church (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	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1
Richmond Presbyterian Church (094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	Trustees of Richmond Congregation of Presbyterian Church 7111 No. 2 Road Richmond, B.C. V7C 3L7
Richmond Sea Island United Church (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	Congregation of the Richmond United Church of Canada 8711 Cambie Road Richmond, B.C. V6X 1K2
St. Paul's Roman Catholic Parish (067-043-063) 8251 St. Albans Road	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly: Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	Roman Catholic Archbishop of Vancouver St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Salvation Army Richmond (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	Governing Council of the Salvation Army Canada West 8280 Gilbert Road Richmond, B.C. V7C 3W7
South Arm United Church Hall (plus Annex - Pioneer Church) (047-431-056) 11051 No. 3 Road	PID 015-438-562 Parcel E (Explanatory Plan 21821) of Lots 1 and 2 of Parcel A Section 5 Block 3 North Range 6 West New Westminster District, Plan 4120 Except: Firstly; Part Subdivided by Plan 29159 AND Secondly: Parcel "D" (Bylaw Plan 79687)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V6X 1X3
Steveston Congregation of Jehovah's Witnesses (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	Steveston Congregation of Jehovah's Witnesses Attn: Jonathan Mearns #87 – 6800 Lynas Lane Richmond, B.C. V7C 5E2
Steveston United Church (087-640-000) 3720 Broadway Street	PID 010-910-336 Parcel A Section 3 Block 3 North Range 7 West New Westminster District Reference Plan 77684	Trustees of Steveston Congregation of United Church of Canada 3720 Broadway Street Richmond, B.C. V7E 4Y8
Subramaniya Swamy Temple (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	SRI Sadasiva Subramaniya Swamy Temple of B.C. Foundation 8840 No. 5 Road Richmond, B.C. V6Y 2V4
Trinity Pacific Church (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	Trinity Pacific Church 10011 No. 5 Road Richmond, B.C. V7A 4E4

SCHEDULE A to BYLAW 10670

<i>NAME, ROLL NO. & CIVIC ADDRESS</i>	<i>LEGAL DESCRIPTION OF PROPERTY</i>	<i>MAILING ADDRESS</i>
Vancouver International Buddhist Progress Society (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.	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9
Walford Road Gospel Church (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	Holy Spirit Association For The Unification Of World Christianity 9291 Walford Street Richmond, B.C. V6X 1P3
West Richmond Gospel Hall (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	West Richmond Gospel Hall 5651 Francis Road Richmond, B.C. V7C 1K2

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

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) (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	Aga Khan Foundation Canada (The Ismaili Jamatkhana and Centre) 199 Sussex Drive Ottawa, ON K1N 1K6	100% of footprint of building 60,000 sq. ft. for parking	Remainder of land not exempted	100%	0%
Assumption of the Blessed Virgin Mary Ukrainian Catholic Church (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	Ukrainian Catholic Eparchy of New Westminster 8700 Railway Avenue Richmond, B.C. V7C 3K3	97.65% 2,031.18 m ²	2.35% 48.82 m ²	75.6% of Manse Building 302.59 m ² 100% of Religious Hall	24.4% of Manse Building 97.64 m ²
Bethany Baptist Church (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	Bethany Baptist Church 22680 Westminster Highway Richmond, B.C. V6V 1B7	48%	52%	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
BC Muslim Association (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	BC Muslim Association 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m ² 2.086 acres	56.4% 10,903.97 m ² 2.694 acres	100%	0%
Canadian Martyrs Parish (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	Roman Catholic Archbishop of Vancouver 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m ² 2.23 acres	7% 680 m ² 0.17 acres	100%	0%
Church of Latter Day Saints (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	Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-Day Saints c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street Salt Lake City, Utah, 84150-2201	90.8% 8,093.7 m ² 2.00 acres	9.2% 817.5 m ² 0.202 acres	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Cornerstone Evangelical Baptist Church (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	Cornerstone Evangelical Baptist Church of Vancouver 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m ²	90% 46,426.6 m ²	100% 100%	0% 0%
Dharma Drum Mountain Buddhist Association (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	Dharma Drum Mountain Buddhist Association 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m ² 0.836 acres	65.2% 6,333 m ² 1.565 acres	71.8% 729.75 m ²	28.2% 286.33 m ²
Fraserview Mennonite Brethren (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	BC Conference of the Mennonite Brethren Churches 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m ² 1.996 acres	28.3% 3,180.3 m ² 0.794 acres	100% 100%	0% 0%

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
International Buddhist Society (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	International Buddhist Society 9160 Steveston Highway Richmond, B.C. V7A 1M5	36.5% 16,458.69 m ²	63.5% 28,622.31 m ²	83.2% of remaining hall 3,132.4 m ² 0% of farm buildings	16.8% of hall used for Manse and dining 632.0 m ² 100% of farm buildings
Ling Yen Mountain Temple (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	Ling Yen Mountain Temple 10060 No. 5 Road Richmond, B.C. V7A 4C5	27.7% 5,502.6 m ² 1.36 acres	72.3% 14,391.7 m ² 3.556 acres	50.6% 1,199.3 m ²	49.4% 1,171.8 m ²
Nanaksar- Gurdwara- Gursikh Temple (002-881-941) 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	Nanaksar-Gurdwara- Gursikh Temple 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m ² 2.377 acres	84% 50,597.7 m ² 12.503 acres	86.9% of Manse 2,925.05 m ² 100% of Religious Hall	13.1% of Manse 441.29 m ²

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Parish of St. Alban's (Richmond) (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	Parish of St. Alban's (Richmond) 7260 St. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m ²	8.4% 406.9 m ²	0% of Manse 100% of Religious Hall	100% of Manse 83.6 m ²
Parish of St. Anne's Steveston Anglican Church (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	Parish of St. Anne's 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m ²	0.8% 24.14 m ²	97.8% 1,090.66 m ²	2.2% 24.14 m ²
Peace Evangelical Church (025-231-041) 8280 No. 5 Road Manse	PID 004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	Peace Evangelical Church 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m ² 0.893 acres	65.6% 6,892.7 m ² 1.703 acres	100% of Religious Hall 0% of Manse	100% Manse
Richmond Alliance Church (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	Christian and Missionary Alliance (Canadian Pacific District) 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m ² 1.996 acres	20% 2,030.5 m ² 0.504 acres	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Richmond Baptist Church (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	Richmond Baptist Church 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m ²	43% 868.6 m ²	0% of Manse	100% of Manse 106.84 m ²
Richmond Baptist Church (066-062-000) 6640 Blundell Road	PID 033-732-193 Section 19 Block 4 North Range 6 West New Westminster District Plan 71422 Parcel A	Richmond Baptist Church 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
Richmond Pentecostal Church (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	Pentecostal Assemblies of Canada 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m ²	70% Non- parking area 1,521.8 m ²	0%	100%
Richmond Pentecostal Church (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	Pentecostal Assemblies of Canada 9300 Westminster Highway Richmond, B.C. V6X 1B1	58.7% 8,093.7 m ² 2 acres	51.3% 5,690.3 m ² 1.4 acres	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Science of Spirituality Eco Centre (045-488-098) Civic address: 11011 Shell Road Farm Land	PID 015-725-871 Parcel F (Reference Plan 2869) Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road on Plan LMP4152 PID 013-082-566 North Easterly 5 and 1/5th Square Chains Section 2 Block 3 North Range 6 West New Westminster District Except: Part Dedicated Road by Plan LMP54152 PID 015-342-433 Parcel D (Explanatory Plan 1980) Section 2 Block 3 North Range 6 West New Westminster District PID 015-725-880 Parcel "G" (Reference Plan 2870) Section 2 Block 3 North Range 6 West New Westminster District	Science of Spirituality SKRM Inc. 9100 Van Horne Way Richmond, B.C. V6X 1W3	50% 385 m ²	50% 385 m ²	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
South Arm United Church (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)	Congregation of the South Arm United Church of Canada 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m ² 2 acres	68.4% 17,496.3 m ² 4.42 acres	100%	0%
St. Gregory Armenian Apostolic Church of BC (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	Armenian Apostolic Church of British Columbia 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m ²	5% 131.85 m ²	100%	0%
St. Joseph The Worker Parish (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	Roman Catholic Archbishop of Vancouver St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% 9,397.07 m ² 2.32 acres	61.2% 14,838.13 m ² 3.67 acres	60% 635.4 m ²	40% 423.6 m ²

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
St. Monica's Parish (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	Roman Catholic Archbishop of Vancouver 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 ² 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m ² 0.43 acres	0% of Manse 100% of Religious Hall	100% of Manse 196.8 m ²
St. Paul's Roman Catholic Parish (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	Roman Catholic Archbishop of Vancouver St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	40% 7,698.4 m ² 1.90 acres	60% 11,547.6 m ² 2.86 acres	100%	0%
Steveston Buddhist Temple (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	Steveston Buddhist Temple 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m ² 2 acres	55.85% 10,238.56 m ² 2.53 acres	100%	0%

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND OF TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Thrangu Monastery Association (025-193-000) 8140 No. 5 Road Manse	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP3284+++2	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m ² 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m ² 1.92 acres	76.3% 2,060.1 m ²	23.7% 639 m ²
Thrangu Monastery Association (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	Thrangu Monastery Association 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m ² 2.82 acres	40.45% 7,759.2 m ² 1.92 acres	100% of the shed used to store religious artefacts	0%
Towers Baptist Church (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	New Wineskins Society 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m ² 1.73 acres	21.1% 1,872.6 m ² 0.418 acres	0% of Manse 100% of Religious Hall	100% Manse 162.6 m ²

Bylaw 10670
PORTIONS OF LAND & IMPROVEMENTS
FOR PLACE OF PUBLIC WORSHIP

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND TAXABLE	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Trinity Lutheran Church (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	Trinity Lutheran Church – Richmond 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m ²	0% of Manse 100% of Religious Hall	100% of Manse 142.5 m ² 0% of Religious Hall
Vancouver International Buddhist Progress Society (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	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	76% 2,322.58 m ²	24% 740.42 m ²	N/A	N/A
Vancouver International Buddhist Progress Society (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	Vancouver International Buddhist Progress Society 6680 – 8181 Cambie Road Richmond, B.C. V6X 3X9	91.72% 1,212.05 m ²	8.28% 109.40 m ²	0% of Manse Remaining Religious Hall	100% Manse 109.4 m ²

SCHEDULE B to BYLAW 10670

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PARCEL	MAILING ADDRESS	PROPORTION OF LAND EXEMPTED FROM TAXATION	PROPORTION OF LAND ABOVE TAXABLE CALCULATION	PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION	PROPORTION OF IMPROVEMENT TAXABLE
Vancouver International Buddhist Progress Society (082-265-060) 6690 – 8181 Cambie Road	PID 018-553-605 Strata Lot 60 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	Vancouver International Buddhist Program Society 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
Vedic Cultural Society of BC (025-212-021) 8200 No 5 Road	PID 011-053-551 South Half Lot 3 Block A Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	Vedic Cultural Society of BC 8200 No 5 Road Richmond, B.C. V6Y 2V4	88% 8,883.6 m ²	12% 1,211.4 m ²	99.1% 2,144.6 m ²	0.9% 18.9 m ²

SCHEDULE C to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	TENANTS MAILING ADDRESS
(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	That portion of the property occupied by Crave Church	Crave Church 8151 Bennett Road Richmond BC V6Y 1N4
(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	Vancouver Airport Chaplaincy Box 32362 Domestic Terminal RPO Richmond, B.C. V7B 1W2

Bylaw 10670
 CHARITABLE, PHILANTHROPIC & OTHER
 NOT-FOR-PROFIT – ELDERLY CITIZENS HOUSING
 (PROVINCIAL ASSISTANCE)

SCHEDULE D to BYLAW 10670

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

SCHEDULE E to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(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 NW/3081	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(086-080-000) 431 Catalina Crescent	PID 001-562-797 Lot 24 Block 5 North Range 6 West New Westminster District Plan NW/P9740 Suburban Block J, Section 29/30	Aspire Richmond Support Society (Owner) 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	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-126-002) 5728 Woodwards Road	PID 027-789-471 Lot A Section 25 Block 4 North Range 7 West New Westminster District Plan BCP39662	Aspire Richmond Support Society (Owner) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(099-561-000) 9580 Pendleton Road	PID 003-751-678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	Aspire Richmond Support Society (Tenant) 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(058-885-000) 6531 Azure Road	PID 003-680-100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	Development Disabilities Association 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	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2

SCHEDULE E to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(099-371-000) 4811 Williams Road	PID 004-864-077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	Greater Vancouver Community Service Society 320 – 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	Pinegrove Place Menmonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8
(082-199-000) 9020 Bridgeport Road	PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997	0952590 BC Ltd. Richmond Lion's Manor Suite 500 – 520 W 6 th Avenue Vancouver BC V5Z 4H5
(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	Rosewood Manor Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4
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	Turning Point Recovery Society Suite 260 – 7000 Minoru Boulevard Richmond, BC V6Y 3Z5

Bylaw 10670
 CHARITABLE, PHILANTHROPIC & OTHER
 NOT-FOR-PROFIT - ELDERLY CITIZENS HOUSING

SCHEDULE F to BYLAW 10670

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

SCHEDULE G to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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	Cook Road Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(011-892-000) 23591 Westminster Highway	PID 028-376-650 Lot B Section 36 Block 5 North Range 4 West New Westminster District Plan BCP46528	That portion of the property occupied by Society of Richmond Children's Centres	Cranberry Children's Centre Society of Richmond Children's Centres 23591 Westminster Highway Richmond, B.C.
(094-391-000) 7611 Langton Road	PID 004-700-368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	100%	Development Disabilities Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(030-700-001) 10640 No. 5 Road	PID 028-631-595 Lot F Section 31 Block 4 North Range 5 West New Westminster District Plan EPP12978	That portion of property occupied by Society of Richmond Children's Centres	Gardens Children's Centre Society of Richmond Children's Centres 4033 Stolberg Street Richmond, B.C. V6X 3N7
(058-305-999) 6899 Pearson Way	PID 028-696-212 LT 13 SEC 5 BLK 4N RGE 6W NWD PL BCP49385	That portion of property occupied by YMCA of Greater Vancouver	Hummingbird Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(064-810-002) 7000 Minoru Boulevard	PID 018-489-613 Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593	100% of land and improvements leased to Richmond Caring Place or 8,038 sq.m. as indicated in LMP 12594	Richmond Caring Place 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(067-813-001) 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	Richmond Family Place 8660 Ash Street Richmond, B.C. V6Y 2S3
(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	That portion of property occupied by Riverside Children's Centre	Riverside Children's Centre Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(059-709-030) 6380 No. 3 Road	PID 031-603-432 SEC 9 BLK 4N RGE 6W NWD PL EPP115105 ARSPCPRCLNMBR 1	That portion of property occupied by Aspire Richmond Support Society	Seedlings Early Childhood Development Hub Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(073-560-608) 10380 No. 2 Road	PID 029-631-408 Lot 2 Section 31 Block 4 North Range 6 West New Westminster District Plan EPP49229	That portion of property occupied by YMCA of Greater Vancouver	Seasong Child Care Centre YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2
(082-020-000) 3368 Carscallen Road	PID 031-479-090 Air Space Parcel 1 Section 28 Block 5 North Range 6 West New Westminster District Air Space Plan EPP 108791	That portion of property occupied by YMCA of Greater Vancouver	Sprouts Early Childhood Development Hub YMCA of Greater Vancouver 10 - 620 Royal Avenue New Westminster, B.C. V3M 1J2

SCHEDULE G to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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	Terra Nova Children's Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(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	That portion of property occupied by Treehouse Learning Centre	Treehouse Learning Centre Aspire Richmond Support Society 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(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	West Cambie Child Care Centre Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(057-600-003) 650-5688 Hollybridge Way	PID 030 085 489 Section 5 Block 4 North Range 6 West NWD Plan EPP65030 Air Space Parcel 1	100% that is occupied by Atira Women's Resource Society	Willow Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5
(079-772-001) 10277 River Drive	PID 031-035-124 Lot 1 Section 23 Block 5 North Range 6 West NWD Plan EPS5734	100% of the portion of the property in the name of the City of Richmond and occupied by Atira Women's Resource Society	River Run Early Care and Learning Centre Atira Women's Resource Society #201 – 190 Alexander Street Vancouver, B.C. V6A 1B5

SCHEDULE H to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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	Girl Guides of Canada 4780 Blundell Road Richmond, B.C. V7C 1G9
(051-521-010) 11551 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772	That portion of the property occupied by Girl Guides of Canada	Girl Guides of Canada 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	Navy League of Canada National Council c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(067-238-002) 8275 Garden City Road	PID 024-817-830 Lot 2 Section 21 Block 4N Range 6W New Westminster District Plan LMP46700	That portion of the property occupied by Richmond City Baseball Association	Richmond City Baseball Association Box 26513, Blundell RPO 8180 No. 2 Road #152 Richmond, B.C. V7C 5M9
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Gymnastics Association	Richmond Gymnastics Association Unit 140 – 7400 River Road Richmond B.C. V6Y 2C1

SCHEDULE H to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(059-477-003) 6131 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	Richmond Lawn Bowling Club 7321 Westminster Highway Richmond, B.C. V6X 1A3
(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	Richmond Rod and Gun Club P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(083-218-005) 7400 River Road (Unit 140)	PID 003-752-534 Lot 20 Section 32 Block 5 North Range 6 West New Westminster District Plan 40727	That portion of the property occupied by Richmond Rod and Gun Club	Richmond Rod and Gun Club 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	Richmond Tennis Club 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	Richmond Winter Club 5540 Hollybridge Way Richmond, B.C. V7C 4N3

SCHEDULE H to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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	Scotch Pond Heritage Cooperative 3811 Moncton Street Richmond, B.C. V7E 3A0
(091-575-614) 2771 Westminster Highway	PID 011-566-825 Block 4 North Range 7 West Plan NWP457	That portion of 2771 Westminster Highway occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8
(091-488-000) 2900 River Road	PID 017-094-755 Lot 2 Section 4 Block 4 North Range 7 West Plan NWP88135	That portion of 2900 River Road occupied by Sharing Farm Society	Sharing Farm Society 2771 Westminster Highway Richmond, B.C. V7C 1A8

SCHEDULE I to BYLAW 10670

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION	OWNER/HOLDER (MAILING ADDRESS)
(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	Richmond Public Library 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	Richmond Public Library Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(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	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-561-007) 5900 Minoru Boulevard	PID 028-325-257 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	City of Richmond 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 BC Society for the Prevention of Cruelty to Animals	City of Richmond 6911 No. 3 Road Richmond, B.C. V6Y 2C1



City of Richmond

Report to Committee

To: Finance Committee
From: Claudia Jesson
Director, City Clerk's Office

Date: September 19, 2025
File: 03-0950-02

Re: Referral Response – Finance and Audit Committee

Staff Recommendation

That the amended Terms of Reference for the Finance and Audit Committee as outlined in the report dated September 19, 2023 titled "Referral Response – Finance and Audit Committee," from the Director, City Clerk's Office, be approved.

Claudia Jesson
Director, City Clerk's Office
(604-276-4006)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Services	☒	
Finance	☒	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the Open General Purposes Committee meeting held on July 7, 2025, the following resolution was adopted:

- 1) *That Council change the name of the Finance Committee to the "Finance and Audit Committee"; and,*
- 2) *That it be referred to staff to alter the Terms of Reference of said Finance and Audit Committee to include responsibilities relating to internal audits and report back.*

This report responds to the above noted resolution and supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

Responsible financial management and efficient use of public resources to meet the needs of the community.

4.2 Seek improvements and efficiencies in all aspects of City business.

4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.

Analysis

The purpose of the Finance Committee as defined in its Terms of Reference is to oversee the financial planning, management and reporting matters of the City, to provide recommendations to City Council and to serve as the City's Audit Committee.

The General Purposes Committee, at its meeting held on July 7, 2025, discussed the desire for the organization to enhance its internal audit activities and provide additional information to Council by expanding the scope of the Finance Committee. As a result, amendments to the Terms of Reference have been drafted as follows:

- Name of Committee changed to "Finance and Audit Committee"
- Specific Areas of Responsibilities has been expanded to include the following:
 - Other financial planning, management and reporting matters
 - Internal audit plans and reports
 - Richmond Olympic Oval Corporation financial reports
 - Lulu Island Energy Company financial reports
- Committee Responsibilities expanded to include oversight of Internal Audit Plans and Reports with the role of the Committee to:
 - Review and provide input into Internal Audit Plans
 - Review internal audit reports including findings and recommendations

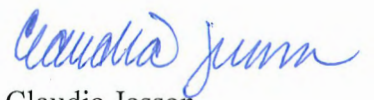
A redlined version of the Terms of Reference is included as Attachment 1.

Financial Impact

None.

Conclusion

In alignment with Council's strategic focus on responsible financial management and governance, staff were directed to prepare updates to the Terms of Reference of the Finance Committee. The draft amended Terms of Reference as presented in this report reflect the expanded scope of the Committee.



Claudia Jesson
Director, City Clerk's Office
(604-276-4006)

Att. 1: Amended Terms of Reference

**City of Richmond
Finance and Audit Committee
Terms of Reference**

Committee Name: Finance and Audit Committee

Committee Chair: Mayor

Responsible to: Richmond City Council

Purpose

The purpose of the Finance and Audit Committee is to oversee significant financial planning, management and reporting matters of the City, to provide recommendations to City Council and to serve as the City's Audit Committee.

Membership

The committee is composed of all members of City Council. The Chair of the Committee is the Mayor.

Meetings

Meetings are scheduled for the first Monday of each month immediately following the General Purposes Committee meeting. If there are insufficient agenda items, a meeting may be cancelled or if there are matters requiring urgent attention, a meeting may be called at the request of the Chair.

Specific Areas of Responsibilities

The Committee is responsible for the following:

1. City's 5 Year Financial Plan and Expenditure Bylaw
2. Annual Operating and Capital Budget
3. Annual Library Budget
4. Annual Tax Rate Bylaw
5. Annual Utility Budget
6. Annual Utility Rate Bylaw
7. Annual Audited Financial Statements, Audit Report and Management letter
8. Annual Report
9. Report under the Financial Information Act
10. Permissive Tax Exemptions
11. Development Cost Charges Bylaw
12. Consolidated Fees Bylaw

13. Banking services and bank signing officers
14. Borrowing Bylaw
15. Finance policies
16. Quarterly financial information
17. Purchasing activity
18. Investment management activities
19. Establishment of reserves
20. Other financial planning, management and reporting matters
21. Internal audit plans and reports
22. Richmond Olympic Oval Corporation financial reports
23. Lulu Island Energy Company financial reports
24. Richmond Library Board year end financial reports

Committee responsibilities

1. Review and recommend the appointment of the City's External Auditor
2. Review of the audit planning letter
3. Review the appropriateness and adequacy of the City's financial and management control and information systems and management practices, including system controls and security
4. Review significant findings and recommendations made by the City's External Auditor, together with staff responses
5. Upon completion of the annual audit of the City's consolidated financial statements, the Committee will review with staff and the External Auditor and advise Council with respect to:
 - The City's annual financial statement and related notes, are fairly represented in all material aspects in accordance with generally accepted accounting principles
 - Any proposed changes in accounting policies, financial statement presentation or in the financial statement notes
 - Regulatory matters and legal claims or potential claims that may have a material effect on the financial statements and;
 - Such other matters concerning the audit procedures or findings that Generally Accepted Auditing Standards require the External Auditor to discuss with the Audit Committee
 - Any matters that the external auditors wish to bring to the attention of Council
6. Review and provide input into Internal Audit Plans.
7. Review internal audit reports including findings and recommendations.