



## Finance Committee

Anderson Room, City Hall  
6911 No. 3 Road

Monday, October 7, 2013

Immediately Following the Open General Purposes Committee meeting

Pg. #      ITEM

### MINUTES

**FIN-3**      *Motion to adopt the minutes of the meeting of the Finance Committee held on Tuesday, July 2, 2013.*



### FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **BYLAW 9046 – PERMISSIVE EXEMPTION (2014) BYLAW**  
(File Ref. No. 03-0925-02-01) (REDMS No. 3924024)

**FIN-6**

See Page **FIN-6** for full report

*Designated Speaker: Ivy Wong*

### STAFF RECOMMENDATION

*That Permissive Exemption (2014) Bylaw No. 9046 be introduced and given first, second, and third readings.*



2. **CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9058**  
(File Ref. No. 12-8060-20-9058) (REDMS No. 3979986)

**FIN-46**

See Page **FIN-46** for full report

*Designated Speaker: Ivy Wong*

STAFF RECOMMENDATION

*That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9058 be introduced and given first, second and third readings.*

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3. **FINANCIAL INFORMATION – 2<sup>ND</sup> QUARTER JUNE 30, 2013**  
(File Ref. No.) (REDMS No. 3931431)

**FIN-86**

See Page **FIN-86** for full report

*Designated Speaker: Jerry Chong*

STAFF RECOMMENDATION

*That the staff report titled Financial Information – 2<sup>nd</sup> Quarter June 30, 2013 from the Director, Finance, be received for information.*

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**RICHMOND OLYMPIC OVAL CORPORATION**

4. **2<sup>ND</sup> QUARTER 2013 – FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION**  
(File Ref. No.) (REDMS No. 3990554)

**FIN-115**

See Page **FIN-115** for full report

*Designated Speaker: Rick Dusanj*

STAFF RECOMMENDATION

*That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2013 from the Controller of the Richmond Olympic Oval Corporation be received for information.*

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**ADJOURNMENT**

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## Finance Committee

Date: Tuesday, July 2, 2013

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Linda Barnes  
Councillor Derek Dang  
Councillor Evelina Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:28 p.m.

### MINUTES

It was moved and seconded  
*That the minutes of the meeting of the Finance Committee held on Monday, June 3, 2013, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **LONG TERM FINANCIAL MANAGEMENT STRATEGY UPDATE 2013**  
(File Ref. No.) (REDMS No. 3895523 v.3)  
Andrew Nazareth, General Manager, Finance and Corporate Services, was available to answer questions.

A discussion took place about using a municipal cost index rather than the Consumer Price Index (CPI) to measure performance. Mr. Nazareth advised that currently there is no independent third party that has established a recognized municipal price index. He further noted that organizations such as the Federation of Canadian Municipalities (FCM) and the Union of British Columbia Municipalities (UBCM) have been requested to lobby Statistics Canada to establish a municipal price index.

A brief discussion also ensued about the future uses of excess funds from gaming revenue, and it was noted that Council will have the opportunity to determine the appropriate uses for such funds during the budget process.

It was moved and seconded

*That the staff report titled Long Term Financial Management Strategy Update 2013 dated June 19, 2013 from the Director, Finance, be received for information.*

**CARRIED**

**2. LONG TERM FINANCIAL MANAGEMENT POLICY**

(File Ref. No.) (REDMS No. 3821380 v.4)

It was moved and seconded

*That Item 10 of the Long Term Financial Management Strategy (Council Policy 3707) be amended, as follows:*

*“Utilize a ‘pay as you go’ approach rather than borrowing for financing infrastructure replacement unless unique circumstances exist that support borrowing.”*

**CARRIED**

**3. DISTRIBUTION FROM THE MUNICIPAL FINANCE AUTHORITY OF BC**

(File Ref. No.) (REDMS No. 3890409 v.5)

*That Council approve transferring the \$1.9M surplus distribution received from the Municipal Finance Authority of BC to the following accounts:*

- (1) \$1.8M be returned to the Roads DCC program and subsequently transferred to the City’s Surplus Account to repay outstanding internal borrowings;*
- (2) \$0.1M to the Sanitary Sewer Reserve.*

**CARRIED**

**Finance Committee**  
**Tuesday, July 2, 2013**

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**4. CREATION OF A STATUTORY RESERVE FUND FOR ARTS, CULTURE AND HERITAGE CAPITAL PURPOSES**

(File Ref. No. 12-8060-20-9032; 11-7000-00) (REDMS No. 3826496)

It was moved and seconded

- (1) That Arts, Culture and Heritage Capital Reserve Fund Establishment Bylaw No. 9032 be introduced and given first, second and third readings; and*
- (2) That following adoption of Bylaw No. 9032, \$ 4,297,779 together with accrued interest, being the net proceeds realized from the land transactions in conjunction with the Oris Development (Kawaki) at 6160 London Road and 13100, 13120, 13140, 13160 and 13200 No. 2 Road, be deposited to the Arts, Culture and Heritage Capital Reserve Fund.*

The question on the motion was not called, as staff advised that at this time, there are no identified heritage restoration projects that would be funded directly by this statutory reserve fund.

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

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:37 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, July 2, 2013.

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Mayor Malcolm D. Brodie  
Chair

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Shanan Sarbjit Dhaliwal  
Executive Assistant  
City Clerk's Office



# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** September 11, 2013

**From:** Jerry Chong  
Director, Finance

**File:** 03-0925-02-01/2013-  
Vol 01


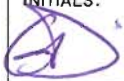
**Re:** Bylaw No. 9046 - Permissive Exemption (2014) Bylaw

### Staff Recommendation

That Permissive Exemption (2014) Bylaw No. 9046 be introduced and given first, second, and third readings.

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

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY DIRECTORS	INITIALS: DW
REVIEWED BY CAO	INITIALS: 

## Staff Report

### Origin

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

### Analysis

Owners of exempted properties in 2013 were contacted and verified of their eligibility for exemptions in the coming year. Changes to the 2014 bylaw are listed in Appendix 1.

New applications for Council's consideration are:

1. Richmond Lion's Manor (9020 Bridgeport Road) – Richmond Lion's Manor located at 11771 Fentiman Place is a complex care home operated by Vancouver Coastal Health ("VCH"). The existing building owned by VCH was built in 1972 and is currently scheduled to be demolished and replaced by a new complex care facility at the same location. In the interim, all residents of 11771 Fentiman Place will be relocated to a leased facility at 9020 Bridgeport Road.

Historically, the facility at the Fentiman location received a statutory exemption from the Province because it is a complex care home that is owned by the health authority. Since the new location is a leased facility, it does not receive the same exemption benefit and must apply to the City for a permissive exemption. The facility qualifies under Council Policy 3561 as a non-profit organization that is licensed under the Community Care Act.

2. Society of Richmond Children's Centres (4033 Stolberg St) – The City entered into an agreement with the Society of Richmond Children's Centres on August 1, 2013 to operate a child care facility at 4033 Stolberg Street. Although this property is owned by the City, the property becomes taxable when it is leased to a third party.

Society of Richmond Children's Centres is a non-profit organization and qualifies for permissive exemption under Council Policy 3561 as a City owned property leased to a non-profit organization.

3. Girl Guides of Canada (11551 Dyke Road) - A lease agreement existed between the City and the Girl Guides of Canada for the property at 11551 Dyke Road since 2006. This property is currently exempt of taxes but should be added to the Permissive Exemption bylaw for administrative purposes.

Similar to the property leased to the Society of Richmond Children's Centres, Girl Guides of Canada is a non-profit organization and qualifies for permissive exemption under Council Policy 3561.

Properties removed from the bylaw are:

1. BC Sport Agency Society (6111 River Road) – This property was added to the 2013 bylaw subject to the signing of a lease agreement between Richmond Oval Corporation and BC Sport Agency Society in 2013. As the agreement was never executed, this property is removed from the 2014 exemption bylaw.
2. Richmond Kinsmen Club (11851 Westminster Hwy) – Lease for this property has expired.

Amendments were also made to the bylaw to reflect changes in the taxable status of religious properties where there will be a change of use in 2014.

As part of the review, staff ensured that the No 5 Road backlands met farming requirements. Similar to previous years, some organizations required reminders to properly maintain their farming activity.

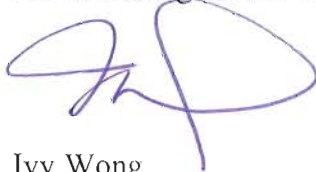
### **Financial Impact**

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

Church properties represent the largest number of permissively exempted properties and accounts for approximately \$407,834 in direct municipal taxes waived in 2013. Exempted non-City owned properties account for approximately \$268,801 in waived taxes and City owned or leased properties account for approximately \$2,601,357.

### **Conclusion**

Permissive exemptions are granted by Council annually to qualifying organizations that provide social benefit to the Community. Bylaw 9046 will provide tax exemptions in accordance with Provincial legislation and Council policy.



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

IW:gjn



## Appendix 1

ROLL NO	ORGANIZATION NAME	CIVIC ADDRESS	DELETIONS
054-767-404	Richmond Kinsmen Club	11851 Westminster Highway	From Schedule I – Lease terminated
057-902-800	BC Sport Agency	6111 River Road	From Schedule H
087-360-001	Richmond Health Services Society	11771 Fentiman Place	From Schedule E

ROLL NO	ORGANIZATION NAME	CIVIC ADDRESS	ADDITIONS
051-523-000	Girl Guides of Canada	11551 Dyke Road	To Schedule I
082-199-000	Richmond Lion's Manor	9020 Bridgeport Road	To Schedule F
084-195-000	Society of Richmond Children's Centres	4033 Stolberg Street	To Schedule H

FIN 1

ROLL NO	ORGANIZATION NAME	CIVIC ADDRESS	AMENDMENTS
064-438-000	Trinity Lutheran Church	7100 Granville Avenue	Schedule B - Amend taxable and exempt portions of land and building
082-304-006	Vancouver International Buddhist Progress Society	8271 Cambie Road	Schedule B -Amend taxable and exempt portions of land
085-780-002	Richmond Faith Fellowship	11960 Montego St.	Property included in Schedule A. Redundant entry in Schedule B removed
097-837-001	Gilmore Park United Church	8060 No. 1 Road	Property included in Schedule A. Redundant entry in Schedule B removed

ROLL NO	ORGANIZATION NAME	CIVIC ADDRESS	AMENDMENTS
059-905-125	Society of Richmond Children's Centres	8300 Cook Road	Moved to Schedule H from Schedule F
093-050-002	Society of Richmond Children's Centres	6011 Blanchard Drive	Moved to Schedule H from Schedule F



## **Permissive Exemption (2014) Bylaw No. 9046**

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 2014 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 2014 year.
- 1.3 Notwithstanding Sections 1.1 and 1.2 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(f) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(h) of the Community Charter.

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

- 2.1 Pursuant to Section 224(2)(h) of the Community Charter, the whole or portions of the parcels of land surrounding buildings set apart and in use as an institution of learning, and wholly in use for the purpose of furnishing the instruction accepted as equivalent to that funded in a public school, shown on Schedule C are hereby exempt from taxation for the 2014 year.
- 2.2 Notwithstanding Section 2.1 of this bylaw, no additional exemption from taxation pursuant to Section 224(2)(h) will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(l) of the Community Charter.
- 2.3 Pursuant to Section 224(2)(g) of the Community Charter, the portions of land and improvements shown on Schedule D are hereby exempt from taxation for the 2014 year.

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

- 3.1 Pursuant to Section 224(2)(a) of the Community Charter, the whole of the parcels of land shown on Schedule E are hereby exempt from taxation for the 2014 year.

- 3.2** Notwithstanding Section 3.1 of this bylaw, no additional exemption from taxation pursuant to Section 3.1 of this bylaw will be granted to any parcel of land for which an associated building is not exempted by the British Columbia Assessment Authority pursuant to Section 220(1)(i) of the Community Charter.
- 3.3** Pursuant to Section 224(2)(a) and Section 224(2)(j) of the Community Charter, the whole of the parcels of land and improvements shown on Schedule F are hereby exempt from taxation for the 2014 year.
- 3.4** Pursuant to Section 224(2)(a) and Section 224(2)(k) of the Community Charter, the whole of the parcels of land and improvements shown on Schedule G are hereby exempt from taxation for the 2014 year.
- 3.5** Pursuant to Section 224(2)(a) of the Community Charter, the whole or portions of the parcels of land and improvements shown on Schedule H are hereby exempt from taxation for the 2014 year.
- 3.6** Pursuant to Section 224(2)(i) of the Community Charter, the whole or portions of land and improvements shown on Schedule I are hereby exempt from taxation for the 2014 year.
- 3.7** Pursuant to Section 224(2)(d) of the Community Charter, the whole or portions of land and improvements shown on Schedule J are hereby exempt from taxation for the 2014 year.

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


- 4.1** Schedules A through J inclusive, which are attached hereto, form a part of this bylaw.
- 4.2** Permissive Exemption Bylaw 8935 is here by repealed in its entirety.
- 4.3** This Bylaw is cited as “**Permissive Exemption (2014) Bylaw No. 9046**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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_____	
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\_\_\_\_\_  
MAYOR

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

## SCHEDULE A to BYLAW 9046

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Bakerview Gospel Chapel</b> (067-375-002) 8991 Francis Road	PID 009-294-902 Lot 135 Except: Parcel B (Bylaw Plan 87226) Section 21 Block 4 North Range 6 West New Westminster District Plan 23737	<b>Bakerview Gospel Chapel</b> 10260 Algonquin Drive Richmond, B.C. V7A 3A4
<b>Beth Tikvah Congregation and Centre Association</b> (099-358-999) 9711 Geal Road	PID 003-644-391 Lot 1 Except: Firstly: Part Subdivided by Plan 44537 Secondly: Part Subdivided by Plan LMP47252 Section 26 Block 4 North Range 7 West New Westminster District Plan 17824	<b>Beth Tikvah Congregation and Centre Association</b> 9711 Geal Road Richmond, B.C. V7E 1R4
<b>Brighouse United Church Hall</b> (454-046-009) 8151 Bennett Road	PID 006 199 631 Lot 362 of Section 16 Block 4 North Range 6 West New Westminster District Plan 47516	<b>Congregation of the United Church of BC</b> 8151 Bennett Road Richmond, B.C. V6Y 1N4
<b>Canadian Martyrs Parish</b> (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	<b>Roman Catholic Archbishop of Vancouver</b> 5771 Granville Avenue Richmond, B.C. V7C 1E8
<b>Christian and Missionary Alliance</b> (082-148-009) 3360 Sexsmith Road	PID 003-469-247 Lot 23 Except: Firstly: the East 414.3 Feet Secondly: the South 66 Feet, and Thirdly: Part Subdivided by Plan 33481 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 3404	<b>North Richmond Alliance Church</b> 9140 Granville Avenue Richmond, B. C. V6X 2H8
<b>Christian Reformed Church of Richmond</b> (072-496-000) 9280 No. 2 Road	PID 018-262-767 Lot 2 of Section 30 Block 4 North Range 6 West New Westminster District Plan LMP9785	<b>Christian Reformed Church of Richmond</b> 9280 No. 2 Road Richmond, B.C. V7E 2C8

## SCHEDULE A to BYLAW 9046

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Church in Richmond</b> (083-953-080) 4460 Brown Road	PID 028-628-110 Lot 7 Section 33 Block 5 North Range 6 West New Westminster District Plan 3318 Part S 1/2, Except Plan 24362, Exp 24381	<b>Church in Richmond</b> 4460 Brown Road Richmond BC V6X 2E8
<b>Conference of The United Mennonite Churches of B.C.</b> (080-792-000) 11571 Daniels Road	PID 004 152 832 Lot 323 of Section 25 Block 5 North Range 6 West New Westminster District Plan 57915	<b>Conference of Mennonites in B.C.</b> c/o Peace Mennonite Church 11571 Daniels Road Richmond, B.C. V6X 1M7
<b>Convention of Baptist Churches of B.C.</b> (071-191-006) 8140 Saunders Road	PID 007-397-216 Lot 123 Section 28 Block 4 North Range 6 West New Westminster District Plan 44397	<b>Convention of Baptist Churches of B.C.</b> 8140 Saunders Road Richmond, B.C. V7A 2A5
<b>Emmanuel Christian Community Society</b> (02-050-053) 10351 No. 1 Road	PID 011-908-106 Lot 13 Block A Section 34 Block 4 North Range 7 West Except Plan 53407 New Westminster District Plan 710	<b>Emmanuel Christian Community Society</b> 10351 No. 1 Road Richmond, B.C. V7E 1S1
<b>Fujian Evangelical Church</b> (025-172-004) 12200 Blundell Road	PID 025-000-047 Lot 1 Section 19 Block A North Range 5 West New Westminster District Plan LMP49532	<b>Fujian Evangelical Church</b> 12200 Blundell Road Richmond, B.C. V6W 1B3
<b>Gilmore Park United Church</b> (097-837-001) 8060 No. 1 Road	PID 024-570-541 Strata Lot 1 Section 23 Block 4 North Range 7 West New Westminster District Strata Plan LMS3968	<b>Congregation of the Gilmore Park United Church</b> 8060 No. 1 Road Richmond, B.C. V7C 1T9
<b>I Kuan Tao (Fayi Chungder) Association</b> (084-144-013) 8866 Odlin Crescent	PID 025-418-645 Lot 30 Section 33 Block 5 North Range 6 West new Westminster District Plan LMP54149	<b>I Kuan Tao (Fayi Chungder) Association</b> #2100, 1075 West Georgia Street Vancouver, B.C. V6E 3G2

## SCHEDULE A to BYLAW 9046

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Immanuel Christian Reformed Church</b> (062-719-724) 7600 No. 4 Road	PID 003-486-486 Parcel One Section 14 Block 4 North Range 6 West New Westminster District Reference Plan 71292	<b>Immanuel Christian Reformed Church</b> 7600 No. 4 Road Richmond, B.C. V6Y 2T5
<b>Johrei Fellowship</b> (084-786-000) 10380 Odlin Road	PID 003-485 757 East Half of Lot 4 Except: Part Subdivided by Plan 79974; Section 35 Block 5 North Range 6 West, New Westminster District Plan 5164	<b>Johrei Fellowship Inc.</b> 10380 Odlin Road Richmond, B.C. V6X 1E2
<b>Lansdowne Congregation Jehovah's Witnesses</b> (061-569-073) 1014 Westminister Highway	PID 003-578-356 Lot 107 Section 12 Block 4 North Range 6 West New Westminster District Plan 52886	<b>Trustees of the Lansdowne Congregation Jehovah's Witnesses</b> c/o Doug Ginter 43-8120 General Currie Road Richmond, B.C. V6Y 3V8
<b>Lutheran Church Hall</b> (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	<b>Our Saviour Lutheran Church of Richmond BC</b> 6340 No. 4 Road Richmond, B.C. V6Y 2S9
<b>Meeting Room</b> (025-166-010) 8020 No. 5 Road Property owner registered as Gabe Csanyi, Dave Esau, Jeffrey Coleman, Wayne Colman	PID 016-718-739 Lot A Section 19 Block 4 North Range 5 West New Westminster District Plan 86178	<b>Meeting Room</b> Attn: Jonathan Csanyi 8845 139 Street Surrey, B.C. V3V 5X3
<b>North Richmond Alliance Church</b> (063-418-009) 9140 Granville Avenue	PID 017-691-842 Lot 1 (BF53537) Section 15 Block 4 North Range 6 West New Westminster Plan 7631	<b>North Richmond Alliance Church</b> 9140 Granville Avenue Richmond, B.C. V6Y 1P8
<b>Our Saviour Lutheran Church of Richmond</b> (061-166-000) 6340 No. 4 Road	PID 010-899-294 Parcel 1 of Section 11 Block 4 North Range 6 West New Westminster District Plan 77676	<b>Our Saviour Lutheran Church of Richmond</b> 6340 No. 4 Road Richmond, B.C. V6Y 2S9

## PLACE OF PUBLIC WORSHIP PROPER &amp; HALL

## SCHEDULE A to BYLAW 9046

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>The Public School of Vancouver Archdiocese</b> (067-043-063) 8251 St. Albans Road	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly: Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	<b>Catholic Independent Schools of Vancouver Archdiocese</b> St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2
<b>Richmond (Bethel) Mennonite Church</b> (030-869-001) 10160 No. 5 Road	PID 017 945 054 Lot A (BF302986) Section 31 Block 4 North Range 5 West New Westminster District Plan 35312	<b>B.C. Conference of the Mennonite Brethren Churches</b> 10200 No. 5 Road Richmond, B.C. V7A 4E5
<b>Richmond Chinese Evangelical Free Church</b> (025-162-005) 8040 No 5 Road	PID 004-332-695 South 100 feet West Half Lot 1 Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	<b>Richmond Chinese Evangelical Free Church Inc.</b> 8040 No. 5 Road Richmond, B.C. V6Y 2V4
<b>Richmond Chinese Alliance Church</b> (102-369-073) 10100 No. 1 Road	PID 003-898-474 Lot 68 Section 35 Block 4 North Range 7 West New Westminster District Plan 31799	<b>Christian and Missionary Alliance (Canadian Pacific District)</b> 107 – 7585 132 <sup>nd</sup> Street Surrey, B.C. V2W 1K5
<b>Richmond Faith Fellowship</b> (085-780-002) 11960 Montego Street	PID 010-267-930 Lot A Except: Parcel E (Bylaw Plan LMP22889), Section 36 Block 5 North Range 6 West New Westminster District Plan 17398	<b>Northwest Canada Conference Evangelical Church</b> 11960 Montego Street Richmond, B.C. V6X 1H4
<b>Richmond Gospel Hall</b> (098-373-006) 5651 Francis Road	PID 008-825-025 Lot 45 Except: Parcel A (Statutory Right of Way Plan LMP11165) Section 24 Block 4 North Range 7 West New Westminster District Plan 25900	<b>Congregation of the Richmond Gospel Hall</b> 5651 Francis Road Richmond, B.C. V7C 1K2



## SCHEDULE A to BYLAW 9046

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Richmond Pentecostal Church</b> (060-300-000) 9300 Westminster Highway	PID 024-957-828 Parcel C Section 10 Block 4 North Range 6 West New Westminster District Plan 48990	<b>Pentecostal Assemblies of Canada</b> 9300 Westminster Highway Richmond, B.C. V6X 1B1
<b>Richmond Presbyterian Church</b> (094-627-007) 7111 No. 2 Road	PID 009-213-244 Lot 110 of Section 13 Block 4 North Range 7 West New Westminster District Plan 24870	<b>Trustees of Richmond Congregation of Presbyterian Church</b> 7111 No. 2 Road Richmond, B.C. V7C 3L7
<b>Richmond Sea Island United Church</b> (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	<b>Congregation of the Richmond United Church of Canada</b> 8711 Cambie Road Richmond, B.C. V6X 1K2
<b>The Salvation Army Richmond</b> (066-497-000) 8280 Gilbert Road	PID 001-234-684 Lot "L" (Y24736) of Section 20 Block 4 North Range 6 West New Westminster District Plan 10008	<b>Governing Council of the Salvation Army Canada West</b> 8280 Gilbert Road Richmond, B.C. V7C 3W7
<b>South Arm United Church Hall</b> (plus Annex - Pioneer Church) (047-431-056) 11051 No. 3 Road	PID 015-438-562 Parcel E (Explanatory Plan 21821) of Lots 1 and 2 of Parcel A Section 5 Block 3 North Range 6 West New Westminster District, Plan 4120 Except: Firstly; Part Subdivided by Plan 29159 AND Secondly: Parcel "D" (Bylaw Plan 79687)	<b>Congregation of the South Arm United Church of Canada</b> 11051 No. 3 Road Richmond, B.C. V6X 1X3
<b>St. Edward Anglican Church</b> (081-318-001) 10111 Bird Road	PID 018-436-994 Parcel 1 Block B Section 26 Block 5 North Range 6 West New Westminster District Reference Plan LMP12276	<b>Parish of St. Edward, Bridgeport</b> 10131 Bird Road Richmond, B.C. V6X 1N4

## SCHEDULE A to BYLAW 9046

NAME, ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	MAILING ADDRESS
<b>Steveston Congregation of Jehovah's Witnesses</b> (102-520-003) 4260 Williams Road	PID 006-274-382 Parcel "A" (Reference Plan 17189) Lot 1 of Section 35 Block 4 North Range 7 West New Westminster District Plan 10994	<b>Steveston Congregation of Jehovah's Witnesses</b> Attn: Richard Barton 3831 Barmond Avenue Richmond, B.C. V7E 1A5
<b>Steveston United Church</b> (087-640-000) 3720 Broadway Street	PID 010-910-336 Parcel A Section 3 Block 3 North Range 7 West New Westminster District Reference Plan 77684	<b>Trustees of Steveston Congregation of United Church of Canada</b> 3720 Broadway Street Richmond, B.C. V7E 4Y8
<b>Subramaniya Swamy Temple</b> (025-161-000) 8840 No. 5 Road	PID 000-594-261 Parcel B (Explanatory Plan 10524) Lot 3 Section 19 Block 4 North Range 5 West New Westminster District Plan 5239	<b>Subramaniya Swamy Temple of B.C.</b> 8840 No. 5 Road Richmond, B.C. V6Y 2V4
<b>Trinity Pacific Church</b> (066-082-008) 10011 No. 5 Road	PID 007-178-204 Lot 297 Except Parcel B (Bylaw Plan 79916) Section 36 Block 4 North Range 6 West New Westminster District Plan 35779	<b>Trinity Pacific Church</b> 10011 No. 5 Road Richmond, B.C. V7A 4E4
<b>United Church Hall</b> (082-454-062) 8711 Cambie Road	PID 011-031-182 Lot 3 of Sections 27 and 28 Block 5 North Range 6 West New Westminster District Plan 4037	<b>Congregation of the Richmond United Church of Canada</b> 8711 Cambie Road Richmond, B.C. V6X 1K2
<b>Walford Road Gospel Church</b> (081-608-000) 9291 Walford Street	PID 012-734-756 Lot 21 of Blocks 25 and 26 Section 27 Block 5 North Range 6 West New Westminster District Plan 2534	<b>Holy Spirit Association For The Unification Of World Christianity</b> 9291 Walford Street Richmond, B.C. V6X 1P3

## SCHEDULE B to BYLAW 9046

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
<b>Assumption of the Blessed Virgin Mary Ukrainian Catholic Church</b> (098-394-005) 8700 Railway Avenue Manse	PID 011-070-749 Parcel "One" (Explanatory Plan 24522) of Lots "A "and "B" Plan 4347 and Lot 26 of Plan 21100 Section 24 Block 4 North Range 7 West New Westminster District	<b>Ukrainian Catholic Episcopal Corp. of MB</b> 5180 Cantrell Road Richmond, B.C. V7C 3G8	97.65% 2,031.18 m <sup>2</sup>	2.35% 48.82 m <sup>2</sup>	75.6% of Manse Building 302.59 m <sup>2</sup>  100% of Religious Hall	24.4% of Manse Building 97.64 m <sup>2</sup>
<b>Bethany Baptist Church</b> (000-821-001) 22680 Westminster Highway (Site Area 5.295 acres)	PID 018-604-897 Lot 1 Except: Part Dedicated Road on Plan LMP18317; Section 2 Block 4 North Range 4 West New Westminster District Plan LMP9648	<b>Bethany Baptist Church</b> 22680 Westminster Highway Richmond, B.C. V6V 1B7	42% 8,999.7 m <sup>2</sup> 2.224 acres	58% 12,427.9 m <sup>2</sup> 3.071 acres	100%   100%	0%
<b>BC Muslim Association</b> (025-243-080) 12300 Blundell Road (Site Area 4.78 Acres)	PID 011 053 569 Lot 5 Except: Part Subdivided by Plan 33568; Block "A" Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	<b>BC Muslim Association</b> 12300 Blundell Road Richmond, B.C. V6W 1B3	43.6% 8,440 m <sup>2</sup> 2.086 acres	56.4% 10,903.97 m <sup>2</sup> 2.694 acres	100%   100%	0%

## SCHEDULE B to BYLAW 9046

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
<b>Canadian Martyrs Parish</b> (094-145-000) 5771 Granville Avenue	PID 003-894-266 Lot 610 Section 12 Block 4 North Range 7 West New Westminster District Plan 58494	<b>Roman Catholic Archbishop of Vancouver</b> 5771 Granville Avenue Richmond, B.C. V7C 1E8	93% 9,034.3 m <sup>2</sup> 2.23 acres	7% 680 m <sup>2</sup> 0.17 acres	100%	0%
<b>Church of Latter Day Saints</b> (074-575-000) 8440 Williams Road (Site Area 2.202 acres)	PID 009 210 890 Lot 2 Section 33 Block 4 North Range 6 West New Westminster District Plan 24922	<b>Corp. of the President of the Lethbridge Stake of the Church of Jesus Christ of Latter-Day Saints</b> c/o LDS Church Tax Division #502 - 7136 50 E. North Temple Street Salt Lake City, Utah, 84150- 2201	90.8% 8,093.7 m <sup>2</sup> 2.00 acres	9.2% 817.5 m <sup>2</sup> 0.202 acres	100%	0%

## SCHEDULE B to BYLAW 9046

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
<b>Cornerstone Evangelical Baptist Church</b> (024-279-000) 12011 Blundell Road Church Parking	PID 002-555-310 South Half of South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except: Firstly: Part Dedicated Road on Plan 87640 Secondly: Parcel E (Bylaw Plan LMP4874) Thirdly: Parcel F (Bylaw Plan LMP12615) Fourthly: Part on SRW Plan 21735	<b>Cornerstone Evangelical Baptist Church of Vancouver</b> 7890 No. 5 Road Richmond, B.C. V6Y 2V2	10% 5,158.4 m <sup>2</sup>	90% 46,426.6 m <sup>2</sup>	100%	0%
<b>Dharma Drum Mountain Buddhist Association</b> (025-222-030) 8240 No. 5 Road Manse	PID 003-740-315 Lot 23 Section 19 Block 4 North Range 5 West New Westminster District Plan 55080	<b>Dharma Drum Mountain Buddhist Association</b> 8240 No. 5 Road Richmond, B.C. V6Y 2V4	34.8% 3,384 m <sup>2</sup> 0.836 acres	65.2% 6,333 m <sup>2</sup> 1.565 acres	71.8% 729.75 m <sup>2</sup>	28.2% 286.33 m <sup>2</sup>
<b>Fraserview Mennonite Brethren</b> (080-623-027) 11295 Mellis Drive (Site Area 2.79 Acres)	PID 000 471 780 That portion of Lot 176 Section 25 Block 5 North Range 6 West New Westminster District Plan 53633	<b>BC Conference of the Mennonite Brethren Churches</b> 11295 Mellis Drive Richmond, B.C. V5X 4K2	71.7% 8,077 m <sup>2</sup> 1.996 acres	28.3% 3,180.3 m <sup>2</sup> 0.794 acres	100%	0%

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

**SCHEDULE B to BYLAW 9046**

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

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

**SCHEDULE B to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Nanaksar- Gurdwara- Gursikh Temple</b> (002-822-001) 18691 Westminster Highway (Site Area 14.88 Acres) Manse	PID 023 751 878 Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan 33029	<b>Nanaksar-Gurdwara- Gursikh Temple</b> 18691 Westminster Highway Richmond, B.C. V6V 1B1	16% 9,619.5 m <sup>2</sup> 2.377 acres	84% 50,597.7 m <sup>2</sup> 12.503 acres	86.9% of Manse 2,925.05 m <sup>2</sup>  100% of Religious Hall	13.1% of Manse 441.29 m <sup>2</sup>
<b>Parish of St. Alban's (Richmond)</b> (004-132-000) 7260 St. Alban's Road Manse	PID 013-077-911 Parcel One Section 16 Block 4 North Range 6 West New Westminster District Reference Plan 80504	<b>Parish of St. Alban's (Richmond)</b> 7260 St. Alban's Road Richmond, B.C. V6Y 2K3	91.6% 4,464.1 m <sup>2</sup>	8.4% 406.9 m <sup>2</sup>	0% of Manse  100% of Religious Hall	100% of Manse 83.6 m <sup>2</sup>
<b>Parish of St. Anne's - Steveston, B.C.</b> (097-615-002) 4071 Francis Road Religious Hall Commercial Use	PID 002-456-320 Lot 2 of Section 23 Block 4 North Range 7 West New Westminster District Plan 70472	<b>Parish of St. Anne's</b> 4071 Francis Road Richmond, B.C. V7C 1J8	99.2% 3,067.86 m <sup>2</sup>	0.8% 24.14 m <sup>2</sup>	97.8% 1,090.66 m <sup>2</sup>	2.2% 24.14 m <sup>2</sup>
<b>Peace Evangelical Church</b> (025-231-041) 8280 No. 5 Road Manse	PID004-099-303 Lot 24 Section 19 Block 4 North Range 5 West New Westminster District Plan	<b>Peace Evangelical Church</b> 8280 No. 5 Road Richmond, B.C. V6Y 2V4	34.4% 3,614.3 m <sup>2</sup> 0.893 acres	65.6% 6,892.7 m <sup>2</sup> 1.703 acres	80.3% 715.7 m <sup>2</sup>	19.7% 175.3 m <sup>2</sup>

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

**SCHEDULE B to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Richmond Alliance Church</b> (047-535-044) 11371 No. 3 Road (Site Area 2.5 acres)	PID 004 113 331 South Half of 14 Section 5 Block 3 North Range 6 West New Westminster District Plan 4120	<b>Christian and Missionary Alliance (Canadian Pacific District)</b> 11371 No. 3 Road Richmond, B.C. V7A 1X3	80% 8,077.5 m <sup>2</sup> 1.996 acres	20% 2,030.5 m <sup>2</sup> 0.504 acres	100%	0%
<b>Richmond Baptist Church</b> (065-972-089) 6560 Blundell Road Manse and Parking	PID 006-457-118 Lot 43 Section 19 Block 4 North Range 6 West New Westminster District Plan 30356	<b>Richmond Baptist Church</b> 6640 Blundell Road Richmond, B.C. V7C 1H8	57% 1,151.4 m <sup>2</sup>	43% 868.6 m <sup>2</sup>	0% of Manse	100% of Manse 106.84 m <sup>2</sup>
<b>Richmond Baptist Church</b> (066-062-000) 6560 Blundell Road Manse and Parking	PID 033-732-193 Section 19 Block 4 North Range 6 West New Westminster District Plan 71422 Parcel A	<b>Richmond Baptist Church</b> 6640 Blundell Road Richmond, B.C. V7C 1H8	Remaining portion of land	Land under manse	0% of Manse  100% of Religious Hall	100% of Manse
<b>Richmond Pentecostal Church</b> (060-287-008) 9260 Westminster Highway Manse and Parking	PID 004-140-125 Lot A Section 10 Block 4 North Range 6 West New Westminster District Plan 13172	<b>Pentecostal Assemblies of Canada</b> 9260 Westminster Highway. Richmond, B.C. V6X 1B1	30% Paved parking area behind building 652.2 m <sup>2</sup>	70% Non- parking area 1,521.8 m <sup>2</sup>	0%	100%



## SCHEDULE B to BYLAW 9046

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

## SCHEDULE B to BYLAW 9046

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

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

**SCHEDULE B to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>The Shia Muslim Community of British Columbia</b> (024-941-069) 8580 No. 5 Road (Site Area 9.8 acres)	PID 004-884-850 Lot 20 Section 19 Block 4 North Range 5 West New Westminster District Plan 39242	<b>The Shia Muslim Community of British Columbia</b> 8580 No. 5 Road Richmond, B.C. V6Y 2V4	38.1% 15,117.2 m <sup>2</sup> 3.736 acres	61.9% 24,512.8 m <sup>2</sup> 6.064 acres	100%	0%
<b>South Arm United Church</b> (027-431-056) 11051 No. 3 Road (Site Area 6.42 acres)	PID 015 438 562 Parcel "E" (Explanatory Plan 21821) of Lots 1 and 2 of Parcel "A" Section 5 Block 3 North Range 6 West New Westminster District Plan 4120 EXCEPT: FIRSTLY: Part Subdivided by Plan 29159 AND SECONDLY: Parcel "D" (Bylaw Plan 79687)	<b>Congregation of the South Arm United Church of Canada</b> 11051 No. 3 Road Richmond, B.C. V7A 1X3	31.6% 8,093.7 m <sup>2</sup> 2 acres	68.4% 17,496.3 m <sup>2</sup> 4.42 acres	100%	0%
<b>St. Gregory Armenian Apostolic Church of BC</b> (018-330-000) 13780 Westminster Highway	PID 002-946-068 Lot "A" (RD 190757) Section 8 Block 4 North Range 5 West New Westminster District Plan 12960	<b>Armenian Apostolic Church of British Columbia</b> 13780 Westminster Highway Richmond, B.C. V6V 1A2	95% 2,505.15 m <sup>2</sup>	5% 131.85 m <sup>2</sup>	100%	0%

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

**SCHEDULE B to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>St. Joseph The Worker Parish</b> (099-300-034) 4451 Williams Road (Site Area 8.268 acres) 3.26 and 5.00 acres	PID 010 887 725 Parcel "C" (Explanatory Plan 8670) of Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139	<b>Roman Catholic Archbishop of Vancouver</b> St. Joseph the Worker Parish 4451 Williams Road Richmond, B.C. V7E 1J7	38.8% (School portion exempted under Schedule C)	61.2% 14,838.13 m <sup>2</sup> 3.67 acres	60% 635.4 m <sup>2</sup>	40% 423.6 m <sup>2</sup>
<b>St. Monica's Parish</b> (040-800-004) 12011 Woodhead Road (Site Area 1.60 acres) Manse and Hall	PID 024-840-319 Lot A Section 31 Block 5 North Range 5 West New Westminster District Plan LMP47203	<b>Roman Catholic Archbishop of Vancouver</b> St. Monica's Parish 12011 Woodhead Road Richmond, B.C. V6V 1G2	Note: The land under the manse is exempt; the manse itself is not exempt. 73.35% 4,744.33 m <sup>2</sup> 1.17 acres	Note: The land under the manse is exempt; the manse itself is not exempt. 26.65% 1,723.67 m <sup>2</sup> 0.43 acres	0% of Manse  100% of Religious Hall	100% of Manse 196.8 m <sup>2</sup>
<b>St. Paul's Roman Catholic Parish</b> (067-043-063) 8251 St. Alban's Road (Site Area 4.77 acres)	PID 010 900 691 Lot 15 Except: Firstly: Part Dedicated as Road on Plan 20753, Secondly; Part Subdivided by Plan 58438; Section 21 Block 4 North Range 6 West New Westminster District Plan 3238	<b>Catholic Independent Schools of Vancouver Archdiocese</b> St. Paul's Roman Catholic Parish 8251 St. Alban's Road Richmond, B.C. V6Y 2L2	52.5% 10,112.8 m <sup>2</sup> 2.5 acres	47.5% 9,133.2 m <sup>2</sup> 2.27 acres	100%	0%

## SCHEDULE B to BYLAW 9046

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
<b>Steveston Buddhist Temple</b> (087-401-000) 4360 Garry Street (Site Area 4.53 acres)	PID 001 235 265 Lot 132 Except: Firstly: Part Road on Plan LMP20538, Secondly: Part Subdivided by Plan LMP25471, Section 2 Block 3 North Range 7 West New Westminster District Plan 40449	<b>Steveston Buddhist Temple</b> 4360 Garry Street Richmond, B.C. V7E 2V2	44.15% 8,093.7 m <sup>2</sup> 2 acres	55.85% 10,238.56 m <sup>2</sup> 2.53 acres	100%	0%
<b>Thrangun Monastery Association</b> (025-193-000) 8140 No. 5 Road Manse	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	<b>Thrangun Monastery Association</b> 8140 No. 5 Road Richmond, B.C. V6Y 2V4	0% of land beneath the dormitory 59.55% 11,421.8 m <sup>2</sup> 2.82 acres	100% of land beneath the dormitory 40.45% 7,759.2 m <sup>2</sup> 1.92 acres	76.3% 2,060.1 m <sup>2</sup>	23.7% 639 m <sup>2</sup>
<b>Thrangun Monastery Association</b> (025-193-000) & (025-202-011) - Combined 8140/8160 No. 5 Road	PID 027-242-838 Lot A Section 19 Block 4N Range 5W New Westminster District Plan BCP32842	<b>Thrangun Monastery Association</b> 8140 No. 5 Road Richmond, B.C. V6Y 2V4	59.55% 11,421.8 m <sup>2</sup> 2.82 acres	40.45% 7,759.2 m <sup>2</sup> 1.92 acres	100% of the shed used to store religious artefacts	0%

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

**SCHEDULE B to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PARCEL</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>	<b>PROPORTION OF IMPROVEMENTS EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF IMPROVEMENT TAXABLE</b>
<b>Towers Baptist Church</b> (070-101-000) 10311 Albion Road (Site Area 2.148 acres) Manse	PID 000 565 318 Parcel "A" Except Part on Plan 32239 Section 26 Block 4 North Range 6 West New Westminster District Plan 22468	<b>New Wineskins Society</b> 10311 Albion Road Richmond, B.C. V7A 3E5	78.9% 7,002.4 m <sup>2</sup> 1.73 acres	21.1% 1,872.6 m <sup>2</sup> 0.418 acres	0% of Manse  100% of Religious Hall	100% Manse 162.6 m <sup>2</sup>
<b>Trinity Lutheran Church Hall</b> (064-438-000) 7100 Granville Avenue Manse and Hall	PID 025-555-669 Section 17 Block 4 North Range 6 West Plan BCP3056 Parcel A	<b>Trinity Lutheran Church – Richmond</b> 7100 Granville Avenue Richmond, B.C. V6Y 1N8	87.09% 6,012.32	12.91% Manse 891.68 m <sup>2</sup>	0% of Manse  100% of Religious Hall	100% of Manse 142.5 m <sup>2</sup>  0% of Religious Hall
<b>Vancouver International Buddhist Progress Society</b> (082-304-006) 8271 Cambie Road (Site Area 0.757 acres)	PID 00-316-002 9 Section 28 Block 5 North Range 6 West Plan 7532	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 1J8	76% 2,322.58 m <sup>2</sup>	24% 740.42 m <sup>2</sup>	N/A	N/A

## SCHEDULE B to BYLAW 9046

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<b>Vancouver International Buddhist Progress Society</b> (082-265-059) 6680 – 8181 Cambie Road Manse	PID 018-553-591 Strata Lot 59 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 1J8	89.45% 1,182.05 m <sup>2</sup>	11.55% 139.4 m <sup>2</sup>	0% of Manse Remaining Religious Hall	100% Manse 139.4 m <sup>2</sup>
<b>Vancouver International Buddhist Progress Society</b> (082-265-060) 6690 – 8181 Cambie Road	PID 018-553-605 Strata Lot 60 Section 28 Block 5 North Range 6 West New Westminster District Plan Strata Plan LMS1162	<b>Vancouver International Buddhist Progress Society</b> 6680 – 8181 Cambie Road Richmond, B.C. V6X 1J8	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation	Included in Above Calculation
<b>Vedic Cultural Society of BC</b> (025-212-021) 8200 No 5 Road	PID 011-053-551 South Half Lot 3 Block A Section 19 Block 4 North Range 5 West New Westminster District Plan 4090	<b>Vedic Cultural Society of BC</b> 8200 No 5 Road Richmond, B.C. V6Y 2V4	88% 8,883.6 m <sup>2</sup>	12% 1,211.4 m <sup>2</sup>	99.1% 2,144.6 m <sup>2</sup>	0.9% 18.9 m <sup>2</sup>

**SCHEDULE C to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>
<b>Choice School For Gifted Children</b> (001-870-000) 20451 Westminster Highway (Site area: 0.35 ha (0.862 acres))	PID 003-934-268 Lot 78 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593	<b>Choice School For Gifted Children</b> 20451 Westminster Highway Richmond, B.C. V6V 1B1	100% 3,552 m <sup>2</sup> 0.862 acres	0%
<b>Choice School For Gifted Children</b> (001-871-004) 20411 Westminster Highway	PID 003-937-160 Lot 79 Section 4 Block 4 North Range 4 West New Westminster District Plan 1593	<b>Choice School For Gifted Children</b> 20451 Westminster Highway Richmond, B.C. V6V 1B3	100% 3,422 m <sup>2</sup> 0.846 acres	0%
<b>Cornerstone Christian Academy School</b> (024-279-000) 12011 Blundell Road (Site area: 11,104 square feet)	PID 002-555-310 South Half of the South West Quarter Section 18 Block 4 North Range 5 West New Westminster District Except Firstly: Part Dedicated Road on Plan NWP87640 Secondly: Parcel E (Bylaw LMP4874) Thirdly: Parcel F (Bylaw Plan MP12615) Fourthly: Part on SRW Plan 21735	<b>Cornerstone Evangelical Baptist Church of Vancouver</b> 2642 45th Avenue East Vancouver, B.C. V5R 3C1	100% (School portion: 2% of total property) 1,031.6 m <sup>2</sup>	0%



**SCHEDULE C to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>
<b>Muslim School of B.C.</b> (025-243-080) 12300 Blundell Road (Site area: 1.09 ha (2.69 acres))	PID 011-053-569 Lot 5, Except: Part Subdivided by Plan 33568, Block "A" Section 19 Block 4 North Range 5 West New Westminster District, Plan 4090	<b>B.C. Muslim Association</b> 12300 Blundell Road Richmond, B.C. V6W 1B3	100% (56.4% of total property) 10,903.97 m <sup>2</sup> 2.694 acres	0%
<b>Richmond Christian School</b> (029-076-081) 5240 Woodwards Road (Site area: 0.971 ha (2.4 acres))	PID 002-145-057 Lot 137 Except: Part Subdivided by Plan 70297 Section 25 Block 4 North Range 7 West New Westminster District Plan 56073	<b>Richmond Christian School Association</b> 5240 Woodwards Road Richmond, B.C. V7E 1H1	100% 9,751 m <sup>2</sup> 2.4 acres	0%
<b>Richmond Christian School</b> (030-887-000) 10260 No. 5 Road (Site area: 2.23 ha (5.52 acres))	PID 027-072-657 Section 31 Block 4 North Range 5 West New Westminster District Plan BCP 30119	<b>Richmond Christian School Association</b> 10260 No. 5 Road Richmond, B.C. V7A 4E5	47.4% 10,598.5 m <sup>2</sup> 2.616 acres	52.6% 11,755.5 m <sup>2</sup> 2.904 acres

**SCHEDULE C to BYLAW 9046**

<b>NAME, ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>MAILING ADDRESS</b>	<b>PROPORTION OF LAND EXEMPTED FROM TAXATION</b>	<b>PROPORTION OF LAND TAXABLE</b>
<b>Richmond Jewish Day School</b> (025-151-060) 8760 No. 5 Road (Site area: 0.95 ha (2.349 acres))	PID 000-676-811 Lot 3 Except: Firstly, Parcel "A" (Reference Plan 8809) Secondly; Parcel "B" (Explanatory Plan 10524), Section 19 Block 4 North Range 5 West New Westminster District Plan 5239	<b>Richmond Jewish Day School Society of B.C. Inc.</b> 8760 No. 5 Road Richmond, B.C. V6Y 2V4	56.8% 5,396.7 m <sup>2</sup> 1.334 acres	43.2% 4,104.3 m <sup>2</sup> 1.015 acres
<b>St. Joseph the Worker School</b> (029-300-034) 4451 Williams Road (Site area: [3.346 ha (8.268 acres)] 1.319 ha (3.26 acres) and 2.0235 ha (5.00 acres))	PID 010-887-725 Parcel "C" (Explanatory Plan 8670) Lots 3 and 4 Except: Part Subdivided by Plan 30525; Section 26 Block 4 North Range 7 West New Westminster District Plan 3139	<b>Roman Catholic Archbishop of Vancouver</b> St. Joseph's Parish 4451 Williams Road Richmond, B.C. V7E 1J7	100% (additional to Schedule B) 9,198.8 m <sup>2</sup> 2.27 acres	0% (Fully exempt for school portion)

**SCHEDULE D to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>TENANTS MAILING ADDRESS</b>
(057-573-004) 7900 Alderbridge Way	PID 000 658 766 Lot 39 Section 5 Block 4 North Range 6 West New Westminster District Plan 34152	That portion of the property occupied by the Ismaili Jamatkhamma and Centre	<b>Ismaili Council for British Columbia</b> The Ismaili Jamatkhamma and Centre 4010 Canada Way Burnaby, B.C. V5G 1G8
(057-614-000) 200 – 7451 Elmbridge Way	PID 007-501-129 Lot 87 Section 5 Block 4 North Range 6 West New Westminster Plan 36964	That portion of the property occupied by the Richmond Emmanuel Church	<b>Richmond Emmanuel Church</b> 200 – 7451 Elmbridge Way Richmond, B.C. V6X 1B8
(136-467-527) 3211 Grant McConachie Way	PID 009-025-103 Lot 58 Sections 14, 15, 16, 17, 20, 21, 23 and 29 Block 5 North Range 7 West New Westminster District Plan 29409	That portion of the property occupied by Vancouver Airport Chaplaincy	<b>Vancouver Airport Chaplaincy</b> C2154 - 3211 Grant McConachie Way Richmond, B.C. V7B 0A4

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

**SCHEDULE E to BYLAW 9046**

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

**SCHEDULE F to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(058-885-000) 6531 Azure Road	PID 003 680 100 Lot 525 Section 7 Block 4 North Range 6 West NWD Plan 25611	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(067-321-001) 8400 Robinson Road	PID 009 826 386 Lot 80 Except: Part Subdivided by Plan 81951, Section 21 Block 4 North Range 6 West NWD Plan 12819	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(094-391-000) 7611 Langton Road	PID 004 700 368 Lot 11 Section 13 Block 4 North Range 7 West NWD Plan 19107	<b>Development Disabilities Association</b> 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(099-371-000) 4811 Williams Road	PID 004 864 077 Lot 4 Section 26 Block 4 North Range 7 West NWD Plan 17824	<b>Greater Vancouver Community Service Society</b> Attention: Mary Norris 500 – 1212 W. Broadway Vancouver, B.C. V6H 3V1
(080-622-000) 11331 Mellis Drive	PID 004 107 292 Lot 175 Section 25 Block 5 North Range 6 West NWD Plan 53633	<b>Pinegrove Place</b> Mennonite Care Home Society of Richmond 11331 Mellis Drive Richmond, B.C. V6X 1L8
(082-199-000) 9020 Bridgeport	PID 002-672-855 Block 5 North Range 6 West New Westminster District Plan 60997 Parcel B, Section 27/28, REF 60997	<b>0952590 BC Ltd.</b> <b>Richmond Lion's Manor</b> 120 – 13575 Commerce Parkway Richmond BC V6V 2L1
(099-561-000) 9580 Pendleton Road	PID 003 751 678 Lot 450 Section 26 Block 4 North Range 7 West NWD Plan 66281	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5

**SCHEDULE F to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>OWNER/HOLDER'S MAILING ADDRESS</b>
(064-762-037) 303 – 7560 Moffatt Road	PID 014-890-305 Strata Lot 37 Section 17 Block 4 North Range 6 West New Westminster District Strata Plan NW3081	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(087-058-109) 9 – 11020 No. 1 Road	PID 013-396-901 Strata Lot 9 Section 2 Block 3 North Range 7 West New Westminster District Strata Plan NW2952	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(103-370-125) 5455 Steveston Highway	PID 004-866-029 Lot 910 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(097-575-028) 4433 Francis Road	PID 003-887-022 Lot 890 Section 23 Block 4 North Range 7 West New Westminster District Plan 66590	<b>Richmond Society for Community Living</b> 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(090-515-105) 5862 Dover Crescent	PID 023-648-058 Strata Lot 105 Section 1 Block 4 North Range 7 West New Westminster District Strata Plan LMS2643	<b>Riverside Children's Centre</b> Developmental Disability Association 100 – 3851 Shell Road Richmond, B.C. V6X 2W2
(065-571-000) 6260 Blundell Road	PID 005 146 135 Lot "A" (RD135044) Section 19 Block 4 North Range 6 West New Westminster District Plan 48878	<b>Rosewood Manor</b> Richmond Intermediate Care Society 6260 Blundell Road Richmond, B.C. V7C 5C4

## SCHEDULE F to BYLAW 9046

ROLL NO. & CIVIC ADDRESS	LEGAL DESCRIPTION OF PROPERTY	OWNER/HOLDER'S MAILING ADDRESS
(089-830-129) 5500 Andrews Road, Unit 100	PID 023-684-801 Strata Lot 129 Section 12 Block 3 North Range 7 West New Westminster District Strata Plan LMS2701	<b>Trehouse Learning Centre</b> Richmond Society for Community Living 170 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5

## SCHEDULE G to BYLAW 9046

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 H to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(056-610-001) 8911 Westminster Highway	PID 017 240 107 Lot 1 Sections 3 and 4 Block 4 North Range 6 West NWD Plan LMP 00069	100%	<b>Canadian Mental Health Association</b> 7351 Elmbridge Way Richmond, B.C. V6X 1B8
(059-905-125) 8300 Cook Road	PID 023-800-496 Strata Lot 125 Section 9 Block 4 North Range 6 West new Westminster District Strata Plan LMS2845 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1	100% that is occupied by Society of Richmond Children's Centres	<b>Cook Road Children's Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(064-810-001) 7000 Minoru Boulevard	PID 018 489 613 Lot 1 Section 17 Block 4 North Range 6 West NWD Plan LMP 12593	100%	<b>Richmond Caring Place</b> 140 – 7000 Minoru Boulevard Richmond, B.C. V6Y 3Z5
(057-572-000) Unit 100 – 5671 No. 3 Road	PID 003-698-009 Lot 34 Section 5 Block 4 North Range 6 West Plan 32827	That portion of the property occupied by the Richmond Centre for Disabilities	<b>Richmond Centre for Disabilities</b> 100 – 5671 No. 3 Road Richmond, B.C. V6X 2C7
(067-813-000) 8660 Ash Street	PID 017-854-997 Lot C Section 22 Block 4 North Range 6 West Plan 2670	Exempting that portion of the property occupied by the Richmond Family Place	<b>Richmond Family Place</b> 8660 Ash Street Richmond, B.C. V6Y 2S3

**FIN - 41**

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

**SCHEDULE H to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(093-050-002) 6011 Blanshard Drive	PID 019-052-685 Lot 2 Section 10 Block 4 North Range 7 West New Westminster District Plan LMP19283	100% that is occupied by Society of Richmond Children's Centres	<b>Terra Nova Children's Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2
(084-195-000) 4033 Stolberg Street	PID 028-745-540 Section 34 Block 4 North Range 6 West New Westminster District Plan BCP49848 Air Space Parcel 3	100% that is occupied by Society of Richmond Children's Centres	<b>West Cambie Child Care Centre</b> Society of Richmond Children's Centres 110 – 6100 Bowling Green Road Richmond, B.C. V6Y 4G2

**SCHEDULE I to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(097-842-000) 4780 Blundell Road	PID 001-145-801 Lot 2 Block 4 North Range 7 West New Westminster District Plan 3892	That portion of the property occupied by Girl Guides of Canada	<b>Girl Guides of Canada</b> 4780 Blundell Road Richmond, B.C. V7C 1G9
051-521-010 11551 Dyke Road	PID 014-924-781 Dedicated Park Plan 565772		<b>Girl Guides of Canada</b> 1476 West 8th Avenue Vancouver, BC V6H 1E1
(083-465-000) 7411 River Road	PID 007 206 518 Lot "N" Except: Part Subdivided by Plan 35001, Fractional Section 6 and of Sections 5, 7 and 8 Block 4 North Range 6 West and of Fractional Section 32 Block 5 North Range 6 West New Westminster District Plan 23828 (see R083-466-000, R083-467-000, R083-467-505 for remainder)	That portion of the property occupied by Navy League of Canada National Council	<b>Navy League of Canada National Council</b> c/o Richmond/Delta Branch Box 43130 Richmond, B.C. V6Y 3Y3
(059-477-003) 6133 Bowling Green Road	PID 009 300 261 Lot 26, Except that part in Plan LMP39941 Section 8 Block 4 North Range 6 West New Westminster District Plan 24068	That portion of the property occupied by Richmond Lawn Bowling Club	<b>Richmond Lawn Bowling Club</b> 7321 Westminster Highway Richmond, B.C. V6X 1A3

**SCHEDULE I to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(082-479-000) 7760 River Road	PID 009 311 998 Lot 2 Except: Firstly; Part Subdivided by Plan 28458; Secondly; Parcel "C" (Bylaw Plan 62679); Thirdly: Parcel G (Bylaw Plan 80333); Sections 29 and 32 Block 5 North Range 6 West New Westminster District Plan 24230	That portion of the property occupied by Richmond Rod and Gun Club	<b>Richmond Rod and Gun Club</b> P.O. Box 26551 Blundell Centre Post Office Richmond, B.C. V7C 5M9
(059-216-001) 6820 Gilbert Road	PID 017 844 525 Lot A Section 8 Block 4 North Range 6 West, New Westminster District Plan LMP 5323	That portion of the property occupied by Richmond Tennis Club	<b>Richmond Tennis Club</b> 6820 Gilbert Road Richmond, B.C. V7C 3V4
(057-590-001) 5540 Hollybridge Way	PID 007 250 983 Lot 73 Except: Part Subdivided by Plan 48002; Sections 5 and 6 Block 4 North Range 6 West New Westminster District Plan 36115	That portion of the property occupied by Richmond Winter Club	<b>Richmond Winter Club</b> 5540 Hollybridge Way Richmond, B.C. V7C 4N3
(088-500-046) 2220 Chatham Street	PID 004-276-159 Block 3 N Range 7W Section 4 Parcel D, Except Plan REF 43247, EXP 60417, REF 10984 File NO 1000-14-045	That portion of the property occupied by Scotch Pond Heritage Cooperative	<b>Scotch Pond Heritage Cooperative</b> 3811 Moncton Street Richmond, B.C. V7E 3A0

**SCHEDULE J to BYLAW 9046**

<b>ROLL NO. &amp; CIVIC ADDRESS</b>	<b>LEGAL DESCRIPTION OF PROPERTY</b>	<b>PORTION OF LAND AND IMPROVEMENT EXEMPTED FROM TAXATION</b>	<b>OWNER/HOLDER (MAILING ADDRESS)</b>
(085-643-001) Unit 140-160 11590 Cambie Road	PID 018-844-456 Lot C Section 36 Block 5 North Range 6 West Plan LMP17749 Except Plan BCP 14207	That portion of the property occupied by Richmond Public Library	<b>Richmond Public Library</b> Cambie Branch Unit 150 - 11590 Cambie Road Richmond, B.C. V6X 3Z5
(044-761-005) 11688 Steveston Highway	PID 023-710-047 Lot 1 Section 1 Block 3 North Range 6 West Plan 32147	That portion of the property occupied by Richmond Public Library	<b>Richmond Public Library</b> Ironwood Branch 11688 Steveston Highway, Unit 8200 Richmond, B.C. V7A 1N6
(031-968-086) 14114 Triangle Road - 45	PID 023-510-692 Lot 2 Section 33 Block 4 North Range 5 West NWD Plan LMP29486	That portion of the property occupied by City of Richmond	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(031-969-003) 14300 Entertainment Boulevard	PID 023-672-269 Lot C Section 33 Block 4 North Range 5 West NWD Plan LMP31752	That portion of the property occupied by City of Richmond	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(057-902-800) 6111 River Road	PID 027-090-434 Lot 8 Section 6 Block 4 North Range 6 West Plan BCP30383	That portion of the property occupied by Richmond Oval Corporation	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1
(051-557-060) 12071 No. 5 Road	PID 013-082-531 Section 12 Block 3 North Range 6 West NWD Plan 15624 Parcel A-J, Part NE 1/4, Ref 15624, Ref 8114 File No. 1000-05-021	That portion of the property occupied by Richmond Animal Protection Society	<b>City of Richmond</b> 6911 No. 3 Road Richmond, B.C. V6Y 2C1



# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** September 5, 2013

**From:** Jerry Chong  
Director, Finance

**File:** 12-8060-20-8940/Vol 01

**Re:** Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9058

### Staff Recommendation

That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 9058 be introduced and given first, second and third readings.

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

Att.

REPORT CONCURRENCE			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Business Licences	<input checked="" type="checkbox"/>		
City Clerk	<input checked="" type="checkbox"/>		
Recreation Services	<input checked="" type="checkbox"/>		
Community Bylaws	<input checked="" type="checkbox"/>		
Fire Rescue	<input checked="" type="checkbox"/>		
RCMP	<input checked="" type="checkbox"/>		
Building Approvals	<input checked="" type="checkbox"/>		
Development Applications	<input checked="" type="checkbox"/>		
<b>REVIEWED BY DIRECTORS</b>	<b>INITIALS:</b> 	<b>REVIEWED BY CAO</b>	<b>INITIALS:</b> 

## Staff Report

### Origin

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

### Analysis

The Vancouver CPI increase for 2014 is projected to be 2%. As in the original bylaw, all adjusted fees greater than \$100 are rounded up to the nearest \$1, adjusted fees less than \$100 are rounded up to the nearest \$0.25 and adjusted fees less than \$1 are rounded up to the nearest \$0.05. This will minimize the number of transactions requiring small coinage.

All rates in the attached amendment Bylaw No. 9058 are effective January 1, 2014 and have been adjusted for the 2% increase with the following exceptions at the request of the respective stakeholders:

- **Schedule – Archives & Records**

Photocopying and microfilm printing fees were left unchanged at \$0.35 per page to ensure these charges do not become unaffordable for the general public. The current rate of \$0.35 is higher than the rates charged by comparable public institutions including the City of Vancouver Archives, UBC Archives, and Kwantlen Polytechnic University Library. Rates charged by these institutions range from \$0.10 to \$0.26 per page. Currently, the Richmond Public Library charges \$0.20 per page.

- **Schedule - Filming Applications and Fees**

All rates in this schedule remain unchanged. The BC film industry is currently underperforming due to BC's unfavourable provincial tax credits in comparison to those of other Provinces in Canada. The BC Film Commission has asked municipalities to assist in keeping BC a competitive destination for film production. While Richmond is known as a responsive client friendly filming location, it is also noted as one of the most expensive places to film due to the fees charged for City-owned facilities and services. At this time, increases to filming rates will hamper our efforts to promote and increase filming in Richmond.

- **Schedule – Playing Field User Fees**

There will be no 2014 rate increases for all rates in this schedule that are less than \$7. Rounding to the nearest \$0.25 will result in rate increases that are closer to 4% - 5%. These rates will be adjusted in 2015. All rates greater than \$7 was adjusted for the 2% increase for 2014.

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

- **Schedule – Ditch and Watercourse Protection and Regulation**

The Ditch and Watercourse Protection and Regulation Bylaw No. 7285 was repealed under the Watercourse Protection and Crossing Bylaw No. 8441 and therefore, removed from the Consolidated Fees Bylaw.

- **Schedule – Property Tax and Utility Information Fee**

New charges are added for third party requests for paper bills and billing information.

There have been significant increases in the number of requests for reprints of tax and utility bills by third parties. Third parties include property managers, financial institutions, legal and accounting firms, and friends/family managing properties on behalf of absentee owners, etc. In many instance, staff are requested to provide tax and/or utility bills going back a number of years for multiple properties. Currently historical billing data is available to the property owner through “My Property Accounts” on the City’s website. This information can be accessed by the owner and provided to the third party without City’s intervention. Since the City is not required under the Community Charter to provide property information to a third party, a fee is added to recover for staff time required in meeting these requests. Property owners requesting reprints of their bills will continue to be free of charge.

Many municipalities are currently charging third parties for property information.

- **Schedule – RCMP Documentation Fees**

A new fee is added for volunteer criminal record checks where the individual is volunteering for an agency outside of Richmond.

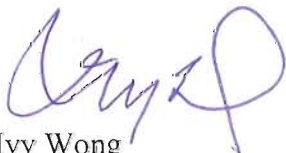
With changes to Federal legislation, agencies working with the vulnerable sector are requiring criminal record checks for all volunteers. Historically, criminal record checks are provided by the Richmond RCMP free of charge. With the increase in the number requests, a decision was made to charge for all criminal record checks where the individual is volunteering for an agency outside of Richmond.

## **Financial Impact**

The fee increases assist in offsetting cost increases which otherwise will be recovered through increases to taxation revenue.

## **Conclusion**

That Consolidated Fee Bylaw No. 8636, Amendment Bylaw No. 9058 be introduced and given first, second and third readings.



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

IW:gjn





**Consolidated Fees Bylaw No. 8636  
Amendment Bylaw No. 9058**

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by:
  - (a) deleting Section 2.2 and substituting the following:

“2.2 Where applicable, Goods and Services Tax (GST) will be added to the fees specified in the schedules attached to and forming part of this Bylaw.”
  - (b) 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, 2014.
3. This Bylaw is cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9058”**.

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 – ANIMAL CONTROL REGULATION**

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

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

##### **Section 2.2**

<b>Description</b>	<b>Fee</b>
Cat breeding permit for three years	\$37.75

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

#### **Impoundment Fees**

##### **Section 8**

<b>Description</b>	<b>Fee</b>
<b>1st time in any calendar year</b>	
Neutered male or spayed female dog	\$43.75
Non-neutered male or unspayed female dog	\$131.00
Dangerous dog*	\$541.00
<b>2nd time in any calendar year</b>	
Neutered male or spayed female dog	\$86.50
Non-neutered male or unspayed female dog	\$272.00
Dangerous dog*	\$1,079.00
<b>3rd time and subsequent times in any calendar year</b>	
Neutered male or spayed female dog	\$272.00
Non-neutered male or unspayed female dog	\$541.00
Dangerous dog*	\$1,079.00
Bird	\$6.00
Domestic farm animal	\$65.00
<i>Impoundment fee also subject to transportation costs</i>	
Other animal	\$32.75
<i>Impoundment fee also subject to transportation costs</i>	

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

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

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

<b>Description</b>	<b>Fee</b>
Dog	\$13.25
Cat	\$13.25
Bird	\$3.00
Domestic farm animal	\$32.75
Other animal	\$11.00

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

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Records</u>		
Photocopying and printing of files/bylaw (First 4 pages free) <i>per page</i>	\$0.35	per page
Microfilm printing <i>per page</i>	\$0.35	per page
Photograph Reproductions		
Scanned image (each)	\$16.75	
CD	\$6.00	
5" x 7"	\$13.25	
8" x 10"	\$16.75	
11" x 14"	\$25.00	
16" x 20"	\$34.75	
20" x 24"	\$43.75	
Negatives*	\$16.75	
<i>*If the Archives does not have a copy negative from which to reproduce an image, an additional reproduction fee will be charged to produce which will remain the property of the City of Richmond Archives</i>	<i>*Plus</i> \$16.75	

**Archives and Records****Use Fees**

<b>Description</b>	<b>Fee</b>
Publication Fee	
Websites, Books, CDs, etc. (Non-Commercial)	\$16.75
Websites, Books, CDs, etc. (Commercial)	\$32.75
Exhibition Fee (Commercial)	\$54.50

**Archives and Records****Tax Searches Fees**

<b>Description</b>	<b>Fee</b>
Tax Searches and Printing of Tax Records	
Searches ranging from 1 to 5 years	\$27.75
Each year greater than 5 years	\$6.00

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

<b>Description</b>	<b>Fee</b>
Active Records Check Survey (per civic address searched)	\$218.00

**Archives and Records****Mail Orders**

<b>Description</b>	<b>Fee</b>
Mail orders	\$6.00

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

## **SCHEDULE – BILLING AND RECEIVABLES**

### **Billing and Receivables**

#### **Receivables Fees**

<b>Description</b>	<b>Fee</b>
Administrative charges for receivable projects undertaken for third parties	(20% of actual cost)
Non-Sufficient Fund (NSF) charges	\$32.25

## **SCHEDULE – BOARD OF VARIANCE ESTABLISHMENT AND PROCEDURE**

### **Board of Variance Establishment and Procedure Bylaw No. 7150**

#### **Application Fees**

Sections 3.1, 4.1

<b>Description</b>	<b>Fee</b>
Order regarding variance or exemption to relieve hardship	\$169.00
Order regarding extent of damage preventing reconstruction as non-conforming use	\$141.00

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

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

#### **Inspection Charges**

Section 11

<b>Description</b>	<b>Fee</b>
Additions & Accessory Buildings Single or Two Family Dwellings over 10 m2 in size; In-ground Swimming Pools & Demolitions	\$164.00
Move-Offs; Single or Two Family Dwelling Construction	\$164.00
Combined Demolition & Single or Two Family Dwelling Construction	\$164.00
Commercial; Industrial; Multi-Family; Institutional; Government Construction	\$218.00
Combined Demolition & Commercial; Industrial; Multi-family; Institutional or Government Construction	\$218.00
Each additional inspection as required	\$81.50

## **SCHEDULE – BUILDING REGULATION**

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

#### **Plan Processing Fees**

##### **Section 5.13**

<b>Description</b>	<b>Fee</b>
For a new one family dwelling	\$595.00
For other than a new one family dwelling (a) <i>or (b) 50% to the nearest dollar of the estimated building permit fee specified in the applicable Building Permit Fees in Subsection 5.13.6 and other Building Types to a maximum of \$10,000.00</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
For a sewage holding tank	\$136.00

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

#### **Building Permit Fees for those buildings referred to in Subsection 5.13.6**

##### **Sections 5.2, 5.5, 5.6, 7.2**

<b>Description</b>	<b>Fee</b>
Nil to \$1,000.00 (minimum fee)	\$68.00
Exceeding \$1,000.00 up to \$100,000.00	\$68.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$10.50
Exceeding \$100,000.00 to \$300,000.00	\$1,107.50
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$10.00
Exceeding \$300,000.00	\$3,107.50
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$8.00

*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**

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

<b>Description</b>	<b>Fee</b>
Nil to \$1,000.00 (minimum fee)	\$68.00
Exceeding \$1,000.00 up to \$100,000.00	\$68.00
<i>*per \$1,000.00 of construction value or fraction of construction exceeding \$1,000.00</i> *Plus	\$10.75
Exceeding \$100,000.00 to \$300,000.00	\$1,132.25
<i>**per \$1,000.00 of construction value or fraction of construction exceeding \$100,000.00</i> **Plus	\$10.25
Exceeding \$300,000.00	\$3,182.25
<i>***per \$1,000.00 of construction value or fraction of construction exceeding \$300,000.00</i> ***Plus	\$8.25
<i>Note: The building permit fee is doubled where construction commenced before the building inspector issued a building permit.</i>	

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

- (a) one-family dwelling or two-family dwelling
  - (b) garage, deck, porch, interior finishing or addition to a one-family dwelling or two-family dwelling
- is assessed by total floor area and deemed to be the following:

<b>Description</b>	<b>Fee</b>	<b>Units</b>
(i) new construction of first storey	\$1,143.00	<b>per m<sup>2</sup></b>
	\$108.00	(per ft <sup>2</sup> )
(ii) new construction of second storey	\$1,053.00	<b>per m<sup>2</sup></b>
	\$98.00	(per ft <sup>2</sup> )
(iii) garage	\$584.00	<b>per m<sup>2</sup></b>
	\$54.75	(per ft <sup>2</sup> )
(iv) decks or porches	\$482.00	<b>per m<sup>2</sup></b>
	\$45.00	(per ft <sup>2</sup> )
(v) interior finishing on existing buildings	\$539.00	<b>per m<sup>2</sup></b>
	\$50.00	(per ft <sup>2</sup> )
(vi) additions	\$1,143.00	<b>per m<sup>2</sup></b>
	\$108.00	(per ft <sup>2</sup> )

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

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

<b>Description</b>	<b>Fee</b>
<u>Building Design Modification Fee</u>	
Plan Review (per hour or portion thereof)	\$121.00
Building Permit Fee for Temporary Building for Occupancy	\$541.00
Re-inspection Fees	
(a) for the third inspection	\$81.50
(b) for the fourth inspection	\$111.00
(c) for the fifth inspection	\$218.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
<u>Special Inspection Fees:</u>	
(a) during the City's normal business hours	\$121.00
(b) outside the City's normal business hours	\$476.00
<i>*for each hour or part thereof after the first four hours</i>	<i>*Plus</i> \$121.00
Building Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
Building Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original building permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
Building Move Inspection Fee:	
(a) within the City boundaries	\$121.00
(b) outside the City boundaries when travel is by City vehicle	\$121.00
<i>**per km travelled</i>	<i>**Plus</i> \$2.00

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



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

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

Description	Fee
Provisional Occupancy Inspection Fee (per building permit inspection visit)	\$272.00
Provisional Occupancy Notice Extension Fee	\$433.00
Building Demolition Inspection Fee for each building over 50 m <sup>2</sup> in floor area	\$426.00
Sewage Holding Tank Permit Fee	\$272.00
Use of Equivalents Fees:	
(a) each report containing a maximum of two separate equivalents	\$594.00
(b) for each equivalent greater than two contained in the same report	\$243.00
(c) for an amendment to an original report after the acceptance or rejection of the report	\$121.00
(d) for Air Space Parcels (treating buildings as one building)	\$2,123.00

**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 – <b>one family dwelling</b> (a)	\$68.00	per appliance
- <i>whichever is greater of (a) or (b)</i> (b)	\$25.00	
Domestic/Commercial/Industrial Installations – <b>two family dwellings</b> , multiple unit residential buildings, including townhouse units)		
(a) appliance input up to 29 kW	\$68.00	
(b) appliance input exceeding 29 kW	\$111.00	
Special Inspection Fees:		
(a) during the City's normal business hours	\$121.00	
(b) outside the City's normal business hours	\$476.00	
<i>*for each hour or part thereof after the first four hours</i> *Plus	\$121.00	

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

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

Description	Fee
<u>Re-Inspection Fee:</u>	
(a) for the third inspection	\$81.50
(b) for the fourth inspection	\$111.00
(c) for the fifth inspection	\$218.00
<i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	
For a vent and/or gas valve or furnace plenum (no appliance)	\$68.00
Piping alteration – for existing appliances	
First 30 metres of piping	\$68.00
Each additional 30 metres or part thereof	\$25.00
Gas permit transfer or assignment fee (a)	\$68.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	
Gas permit extension fee (a)	\$68.00
<i>or (b) a fee of 10% to the nearest dollar of the original gas permit fee</i>	
<i>- whichever is greater of (a) or (b)</i>	

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

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

Description	Fee	Units
<u>Plumbing</u>		
(a) installation of each plumbing fixture	\$25.00	
(b) minimum plumbing fee	\$68.00	
(c) connection of City water supply to any hydraulic equipment	\$68.00	
<u>Sprinkler &amp; Standpipes</u>		
(a) installation of any sprinkler system	\$68.00	
<i>*per additional head</i>	*Plus \$2.50	
(b) installation of each hydrant, standpipe, hose station, hose valve, or hose cabinet used for fire fighting (c)	\$68.00	
<i>- whichever is greater of (c) or (d)</i>	(d) \$25.00	per item

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

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Water Service</u>		
(a) for the first 30 metres of water supply service pipe to a building or structure	\$68.00	
(b) for each additional 30 metres of water supply service pipe to a building and structure	\$25.00	
<b>Sanitary &amp; Storm Sewers; Building Drains &amp; Water Distribution</b>		
(a) for the first 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$68.00	
(b) for each additional 30 metres of a sanitary sewer, and/or storm sewer, and/or building drain, or part thereof	\$25.00	
(c) for the first 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$68.00	
(d) for each additional 30 metres of a rough-in installation for a water distribution system in a multiple unit non-residential building for future occupancy, or part thereof	\$25.00	
(e) for the installation of any neutralizing tank, catch basin, sump, or manhole	(f) \$68.00 (g) \$25.00	per item
- whichever is greater of (f) or (g)		
<u>Special Inspections</u>		
(a) during the City's normal business hours	\$121.00	
(b) outside the City's normal business hours or each hour	\$476.00	
*for part thereof exceeding the first four hours	*Plus \$121.00	
<u>Design Modification Fees</u>		
Plan review	\$121.00	per hour
<i>Applicable to Plumbing, Sprinkler &amp; Standpipes, Water Service, and Sanitary &amp; Storm Sewers; Building Drains &amp; Water Distributions</i>		

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

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

<b>Description</b>	<b>Fee</b>
<u>Plumbing Re-Inspection Fee</u> (a) for the third inspection (b) for the fourth inspection (c) for the fifth inspection  <i>Note: The fee for each subsequent inspection after the fifth inspection will be double the cost of each immediately previous inspection</i>	 \$81.50 \$111.00 \$218.00
Plumbing Permit Transfer or Assignment Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
Plumbing Permit Extension Fee (a) <i>or (b) a fee of 10% to the nearest dollar of the original plumbing permit fee</i> <i>- whichever is greater of (a) or (b)</i>	\$68.00
Provisional Plumbing Compliance Inspection Fee (per permit visit) Provisional Plumbing Compliance Notice Extension Fee Potable Water Backflow Preventer Test Report Decal	\$136.00 \$218.00 \$22.00

## **SCHEDULE – BUSINESS LICENCE**

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

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

<b>Group 1 - Business Licence Fee assessed by total floor area</b>		
<i>Except Food Caterers which are assessed a fee in accordance with Group 3</i>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$157.00
93.1 to 232.5	(1001 to 2500)	\$238.00
232.6 to 465.0	(2501 to 5000)	\$412.00
465.1 to 930.0	(5001 to 10000)	\$658.00
930.1 to 1860.1	(10001 to 20000)	\$1,166.00
1860.2 to 2790.1	(20001 to 30000)	\$1,669.00
2790.2 to 3720.2	(30001 to 40000)	\$2,178.00
3720.3 to 4650.2	(40001 to 50000)	\$2,679.00
4650.3 to 5580.3	(50001 to 60000)	\$3,187.00
5580.4 and over	(60001 and over)	\$3,613.00
Food Primary Liquor Licence Fee		\$328.00
Mobile Vendors (Food) Fee (per vehicle)		\$76.50

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

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

<b>Group 2 - Business Licence Fee assessed by Number of Seats</b>	
<b>Seats</b>	<b>Fee</b>
0 to 30	\$497.00
31 to 60	\$989.00
61 to 90	\$1,484.00
91 to 120	\$1,980.00
121 to 150	\$2,470.00
151 to 180	\$2,964.00
181 to 210	\$3,455.00
211 and over	\$3,613.00

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

<b>Group 3 - Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$127.00
6 to 10	\$213.00
11 to 15	\$306.00
16 to 25	\$454.00
26 to 50	\$658.00
51 to 100	\$950.00
101 to 200	\$1,340.00
201 to 500	\$1,935.00
501 to 1000	\$2,924.00
1001 and over	\$3,613.00

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

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

<b>Residential Use - Business Licence Fee assessed by Number of Rental Units</b>	
<b>Units</b>	<b>Fee</b>
0 to 5	\$151.00
6 to 10	\$233.00
11 to 25	\$399.00
26 to 50	\$648.00
51 to 100	\$1,142.00
101 to 200	\$1,634.00
201 to 300	\$2,128.00
301 to 400	\$2,617.00
401 to 500	\$3,106.00
501 and over	\$3,613.00

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

<b>Service Use - Business Licence Fee assessed by Number of Employees (including owners)*</b>	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$127.00
6 to 10	\$219.00
11 to 15	\$319.00
16 to 25	\$469.00
26 to 50	\$671.00
51 to 100	\$977.00
101 to 200	\$1,371.00
201 to 500	\$1,985.00
501 to 1000	\$2,989.00
1001 and over	\$3,613.00

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

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

<b>Mercantile Use - Business Licence Fee assessed by total floor area</b>		
<b>Square Metres (m<sup>2</sup>)</b>	<b>(Square Feet) (ft<sup>2</sup>)</b>	<b>Fee</b>
0.0 to 93.0	(0 to 1000)	\$127.00
93.1 to 232.5	(1001 to 2500)	\$201.00
232.6 to 465.0	(2501 to 5000)	\$369.00
465.1 to 930.0	(5001 to 10000)	\$622.00
930.1 to 1860.1	(10001 to 20000)	\$1,125.00
1860.2 to 2790.1	(20001 to 30000)	\$1,635.00
2790.2 to 3720.2	(30001 to 40000)	\$2,136.00
3720.3 to 4650.2	(40001 to 50000)	\$2,638.00
4650.3 to 5580.3	(50001 to 60000)	\$3,144.00
5580.4 and over	(60001 and over)	\$3,613.00

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

<b>Industrial/Manufacturing Use - Business Licence Fee assessed by Number of Employees</b> (including owners)*	
<b>Employees</b>	<b>Fee</b>
0 to 5	\$151.00
6 to 10	\$250.00
11 to 15	\$350.00
16 to 25	\$497.00
26 to 50	\$698.00
51 to 100	\$989.00
101 to 200	\$1,385.00
201 to 500	\$1,973.00
501 to 1000	\$2,958.00
1001 and over	\$3,613.00

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

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

<b>Description</b>	<b>Fee</b>
<u>Vehicle for Hire Business Fee</u>	
Each Vehicle for Hire applicant must pay (1) and (2)*:	
(1) Vehicle for Hire office fee	\$127.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$117.00
CLASS "B" Limousine	\$76.50
CLASS "C" Sightseeing Taxicab	\$117.00
CLASS "D" Airport Taxicab	\$117.00
CLASS "E" Private Bus	\$117.00
CLASS "I" Charter Minibus	\$117.00
CLASS "J" Rental Vehicle	
Group 1	\$14.50
Group 2	\$76.50
CLASS "K" Driver Training Vehicle	\$56.75
CLASS "M" Tow-Truck	\$117.00
CLASS "N" Taxicab for Persons with Disabilities	\$117.00
CLASS "P" Pedicab	\$117.00



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

<b>Description</b>	<b>Fee</b>
<i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i>	\$3,613.00
Transferring a Vehicle for Hire Licence within any calendar year	\$44.00
Replacing a Vehicle for Hire Licence plate or decal	\$12.75

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

<b>Description</b>	<b>Fee</b>
<u>Vending Machine Business Licence Fee</u>	
Group 1 (per machine)	\$28.25
Group 2 (per machine)	\$39.75
Group 3 (per machine)	\$8.75
Banking Machine licence fee (per machine)	\$122.00
Amusement Machine licence fee (per machine)	\$28.25

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

<b>Description</b>	<b>Fee</b>
Adult entertainment establishment licence	\$3,613.00
Casino	\$5,717.00
Body-painting studio	
Studio licence	\$3,613.00
Each body-painting employee	\$127.00
Body-rub studio	
Studio licence	\$3,613.00
Each body-rub employee	\$127.00
<u>Escort service</u>	
Escort service licence	\$3,613.00
Each escort employee	\$127.00

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

<b>Description</b>	<b>Fee</b>
Farmer's market licence	\$127.00

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

<b>Description</b>	<b>Fee</b>
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	\$44.00
Changing the category or subcategory of a licence (a) <i>or (b) the difference between the existing licence fee and the fee for the proposed category or subcategory - whichever is greater of (a) or (b)</i>	\$44.00
Licence reprint	\$10.75

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

<b>Description</b>	<b>Fee</b>
Annual permit	\$108.00

**SCHEDULE – DEVELOPMENT APPLICATION FEES****Zoning Amendments**

<b>Section</b>	<b>Application Type</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$1,673.00	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) - no lot size policy applicable	\$2,127.00	Not Applicable
	Zoning Bylaw Designation Amendment for Single Detached (RS) - requiring a new or amended lot size policy	\$2,658.00	Not Applicable

## Zoning Amendments

Section	Application Type	Base Fee	Incremental Fee
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,188.00	For residential portion of development: - \$41.00 per dwelling unit for first 20 dwelling units and \$21.00 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$26.00 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$16.00 per 100 m <sup>2</sup> thereafter
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,127.00	For residential portion of development: - \$21.00 per dwelling unit for first 20 dwelling units and \$11.00 per dwelling unit for each subsequent dwelling unit
			For non-residential building area: - \$16.00 per 100 m <sup>2</sup> of building area for the first 1,000 m <sup>2</sup> and \$6.00 per 100 m <sup>2</sup> thereafter
Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$801.00	\$801.00 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,066.00	Not Applicable

### Official Community Plan Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,188.00	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment	\$801.00 for second public hearing	\$801.00 for each subsequent Public Hearing required

### Development Permits

Section	Description	Base Fee	Incremental Fee
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,597.00	\$540.00 for the first 464.5 m <sup>2</sup> of gross floor area plus: - \$110.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area up to 9,290 m <sup>2</sup> ; plus  - \$21.00 for each additional 92.9 m <sup>2</sup> or portion of 92.9 m <sup>2</sup> of gross floor area over 9,290 m <sup>2</sup>
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,020.00	Not Applicable
Section 1.4.3	Development Permit, which includes property: (a) designated as an Environmentally Sensitive Area (ESA); or (b) located within, or adjacent to the Agricultural Land Reserve (ALR)	\$1,597.00	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$536.00	Not Applicable
Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,066.00	Not Applicable

### Development Variance Permit

Section	Description	Base Fee	Incremental Fee
Section 1.5.1	Development Variance Permit	\$1,597.00	Not Applicable

### Temporary Use Permits

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permit	\$2,127.00	Not Applicable
	Temporary Use Permit Renewal	\$1,066.00	Not Applicable

### Land Use Contract Amendments

Section	Description	Base Fee	Incremental Fee
Section 1.7.1	Land Use Contract Amendment	\$1,020.00	Not Applicable

### Liquor-Related Permits

Section	Description	Base Fee	Incremental Fee
Section 1.8.2 (a)	Licence to serve liquor under the <i>Liquor Control and Licensing Act and Regulations</i> ; or change to existing license to serve liquor	\$536.00	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$281.00	Not Applicable

### Subdivision and Consolidation of Property

Section	Description	Base Fee	Incremental Fee
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$801.00	\$110.00 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$271.00	\$271.00 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$801.00 (in addition to the application fee for the subdivision)	
Section 1.9.4	Air Space Subdivision	\$6,248.00	\$155.00 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$108.00	Not Applicable

### Strata Title Conversion of Existing Building

Section	Description	Base Fee	Incremental Fee
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,127.00	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwellings, commercial buildings and industrial buildings	\$3,188.00	Not Applicable

### Phased Strata Title Subdivisions

Section	Description	Base Fee	Incremental Fee
Section 1.11.1	Phased Strata Title	\$536.00 for first phase	\$536.00 for each additional phase

### Servicing Agreements and Latecomer Fees

Section	Description	Base Fee	Incremental Fee
Section 1.12.1	Servicing Agreement	Processing fee of \$1,066.00	Subject to Section 1.12.2 of Development Application Fees Bylaw No. 8951, an inspection fee of 4% of the estimated value of the approved off-site works and services
Section 1.12.3	Latecomer Agreement	\$5,100.00	Not Applicable

### Civic Address Changes

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$271.00	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$271.00	Not Applicable
	Civic Address change due to personal preference	\$1,066.00	Not Applicable

### Telecommunication Antenna Consultation and Siting Protocol

Section	Description	Base Fee	Incremental Fee
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,127.00	Not Applicable

### Heritage Applications

Section	Description	Base Fee	Incremental Fee
Section 1.15.1 (a)	Heritage Alteration Permit (no Development Permit or Rezoning application)	\$230.00	Not Applicable
	Heritage Alteration Permit (with Development Permit or Rezoning application)	20% of the total applicable development permit or rezoning fee (whichever is greater)	Not Applicable
Section 1.15.1 (b)	Heritage Revitalization Agreement (no Development Permit or Rezoning application)	\$230.00	Not Applicable
	Heritage Revitalization Agreement (with Development Permit or Rezoning application)	20% of the total applicable development permit or rezoning fee (whichever is greater)	Not Applicable

### Administrative Fees

Section	Description	Base Fee	Incremental Fee
Section 1.16.1	Change in property ownership or authorized agent	\$271.00	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent	\$51.00	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	\$271.00	Not Applicable

**Administrative Fees**

<b>Section</b>	<b>Description</b>	<b>Base Fee</b>	<b>Incremental Fee</b>
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$56.25 per legal plan	Not Applicable
Section 1.16.5	Site Profile submission	\$56.25 per site profile	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$271.00 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,066.00 per legal agreement	Not Applicable
Section 1.16.8	Additional Landscape inspection because of failure to comply with City requirements	\$113.00 for second inspection	\$113.00 for each additional inspection required
Section 1.16.9	Preparation of Information Letter (Comfort Letter) for general land use	\$66.50 per property	Not Applicable
Section 1.16.10	Preparation of Information Letter (Comfort Letter) for Building Issues	\$66.50 per property	Not Applicable



## **SCHEDULE – DOG LICENCING**

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

Sections 2.1, 2.3

<b>Description</b>	<b>Fee</b>
Dog – Not neutered or spayed	
Normal Fee	\$74.50
Prior to March 1st of the year for which the application is made	\$53.50
<u>Dog – Neutered or spayed</u>	
Normal Fee	\$32.25
Prior to March 1st of the year for which the application is made	\$21.50
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$10.75
Dangerous Dog – Not neutered or spayed	
Normal Fee	\$267.00
Prior to March 1st of the year for which the application is made	\$214.00
Dangerous Dog – Neutered or spayed	
Normal Fee	\$214.00
Prior to March 1st of the year for which the application is made	\$161.00
<i>For seniors who are 65 years of age or older that have paid prior to March 1st of the year for which the application is made</i>	\$80.25
Replacement tag*	*
<i>*Fee for a replacement tag for each dog tag lost or stolen; or for each dog licence to replace a valid dog licence from another jurisdiction</i>	\$5.75

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

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

#### **Administration Fees**

Section 3

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

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

**City Parks & Heritage Sites**

**Section 3**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Major Park		
<i>Per day</i>	\$765.00	
<i>Per ½ day</i>	\$510.00	
Neighbourhood Park		
<i>Per day</i>	\$510.00	
<i>Per ½ day</i>	\$306.00	
<u>Britannia Shipyard</u>		
Filming	\$2,040.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	
<u>Minoru Chapel</u>		
Filming		
<i>October through June</i>	\$2,550.00	per day
<i>July through September</i>	\$3,060.00	per day
Preparation & Wrap	\$1,020.00	per day
Per Holding Day	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$35.75	
<i>Per hour after 8 hours</i>	\$53.75	
Nature Park		
Filming	\$1,020.00	per day
Preparation & Wrap	\$510.00	per day
City Employee		
<i>Per regular working hour</i>	\$20.50	
<i>Per hour after 8 hours</i>	\$30.75	
<u>Gateway Theatre</u>		
Filming	\$2,550.00	per day
Preparation & Wrap	\$1,020.00	per day
City Employee		
<i>Per regular working hour</i>	\$33.75	
<i>Per hour after 8 hours</i>	\$51.00	

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

## Section 3

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

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

## Section 3

Description	Fee	Units
<u>RCMP (4-hour minimum)</u>		
Per person	\$104.00	per hour
<u>Fire Rescue (4-hour minimum)</u>		
Fire Engine	\$131.00	per hour
Fire Captain	\$90.50	per hour
Firefighter (minimum 3 firefighters)	\$74.25	per hour, per person
Use of special effects	\$102.00	per day
Use of Fire Hydrant		
<i>First day</i>	\$199.00	
<i>Each additional day</i>	\$66.50	

## SCHEDULE – FIRE PROTECTION AND LIFE SAFETY

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

#### Fees & Cost Recovery

Description	Section	Fee	Units
Permit	4.1	\$22.00	
Permit Inspection, first hour	4.3	\$86.50	
Permit Inspection, subsequent hours or part thereof	4.3	\$54.50	
Attendance - open air burning without permit <i>first hour</i>	4.5.1	\$452.00	per vehicle
Attendance - open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$227.00	per vehicle
Attendance - open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$452.00	per vehicle
Attendance - open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$227.00	per vehicle
Attendance - false alarm – contact person not arriving within 60 minutes after alarm <i>per hour or portion of hour Fire Dept standing by</i>	6.1.4 (b)	\$452.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Review - Fire Safety Plan any building	15.1.1 (b)		
Any building < 600 m <sup>2</sup> area		\$111.00	
Any building > 600 m <sup>2</sup> area		\$164.00	
High building, institutional		\$218.00	
Revisions (per occurrence)		\$54.50	
Inspection	15.2.1 (a)		
4 stories or less and less than 914 m <sup>2</sup> per floor		\$218.00	
4 stories or less and between 914 and 1524 m <sup>2</sup> per floor		\$326.00	
5 stories or more and between 914 and 1524 m <sup>2</sup> per floor		\$541.00	
5 stories or more and over 1524 m <sup>2</sup> per floor		\$756.00	

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

<b>Description</b>	<b>Section</b>	<b>Fee</b>
Inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$86.50
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1.(b)	\$54.50
Nuisance investigation, response & abatement	15.4.1	Actual cost
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost
<b><u>Attendance - False alarm</u></b>		
No false alarm reduction program in place	15.5.1	\$326.00
False alarm reduction program in place and participation	15.5.5	No charge
Caused by security alarm system	15.6.1	\$218.00
Monitoring agency not notified	15.7.1	\$218.00
Alternate solution report or application review	General	\$164.00

**SCHEDULE – FIREWORKS REGULATION**

**Fireworks Regulation Bylaw No. 7917**  
**Permit Fees**  
Section 2.1

<b>Description</b>	<b>Fee</b>
Display Permit application fee	\$111.00

**SCHEDULE – NEWSPAPER DISTRIBUTION REGULATION**

**Newspaper Distribution Regulation Bylaw No. 7954**

<b>Section</b>	<b>Description</b>	<b>Fee</b>
Section 2.1.3	Each compartment within a multiple publication news rack (MPN) for paid or free newspapers	\$153.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for paid newspapers	\$76.50, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution box for free newspapers	\$102.00, plus applicable taxes, per year
Section 2.1.3	Each newspaper distribution agent for paid or free newspapers	\$255.00 plus applicable taxes, per year
Section 2.4.3	Storage fee for each newspaper distribution box	\$102.00, plus applicable taxes

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

### **Playing Field User Fees**

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Sand Turf (With Lights)		
Commercial (all ages)		
<i>Full size</i>	\$35.25	per hour
<i>Mini field</i>	\$17.75	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$28.50	per hour
<i>Mini field</i>	\$14.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$10.00	per hour
<i>Mini field</i>	\$5.00	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$21.25	per hour
<i>Mini field</i>	\$10.75	per hour
Sand Turf (No Lights)		
Commercial (all ages)		
<i>Full size</i>	\$25.50	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$20.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$7.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$15.50	per hour

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

Description	Fee	Units
Soil Turf (No Lights)		
Commercial (all ages)		
<i>Full size</i>	\$8.75	per hour
<i>Minifield</i>	\$4.25	per hour
Private or Non-resident (all ages)		
<i>Full size</i>	\$7.00	per hour
<i>Minifield</i>	\$3.50	per hour
Richmond Youth Groups*		
<i>Full size</i>	\$2.50	per hour
<i>Minifield</i>	\$1.25	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$5.00	per hour
<i>Minifield</i>	\$2.50	per hour

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

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

Description	Fee	Units
Richmond Youth Groups*		
<i>Full size</i>	\$21.50	per hour
<i>Minifield</i>	\$10.75	per hour
Richmond Adult Groups*		
<i>Full size</i>	\$36.00	per hour
<i>Minifield</i>	\$18.25	per hour
Commercial/Non-residents (all ages)		
<i>Full size</i>	\$53.25	per hour
<i>Minifield</i>	\$26.75	per hour

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

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

<b>Description</b>	<b>Fee</b>	<b>Units</b>
<u>Sand Turf (With Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$22.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$18.00	per hour
Richmond Youth Groups* <i>Full size</i>	\$6.25	per hour
Richmond Adult Groups* <i>Full size</i>	\$13.75	per hour
<u>Sand Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$20.50	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$16.50	per hour
Richmond Youth Groups* <i>Full size</i>	\$5.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$12.50	per hour
<u>Soil Turf (No Lights)</u>		
Commercial (all ages) <i>Full size</i>	\$6.00	per hour
Private or Non-resident (all ages) <i>Full size</i>	\$4.75	per hour
Richmond Youth Groups* <i>Full size</i>	\$1.75	per hour
Richmond Adult Groups* <i>Full size</i>	\$3.75	per hour

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



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

Description	Fee	Units
Training Fee - all ages Track and Field Club	\$742.00	per year
Richmond Youth Meets*	\$136.00	per meet
Richmond Adult Meets*	\$216.00	per meet
Private Group Track Meets or Special Events	\$540.00	per day
Private Group Track Meets or Special Events	\$45.25	per hour

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

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

Description	Fee
Requested in person at City Hall	\$38.25
Requested through BC Online	\$33.25

**SCHEDULE – PROPERTY TAX BILLING INFORMATION**

Description	Fee
Tax Apportionment - per child folio	\$32.75
Mortgage Company Tax Information Request - per folio	\$5.00
Additional Tax and/or Utility Bill reprints - per folio/account	\$5.00

## **SCHEDULE – PUBLICATION FEES**

### **Publication Fees**

<b>Description</b>	<b>Fee</b>
Computer Sections Maps, 24" x 24"	
Individual	\$5.50
CD	\$79.25
Custom Mapping (per hour)	\$63.75
Design Specifications (contents only)	\$98.75
Drafting Standards	\$98.75
Drawing Pints (As-Built)	
A-1 Size, 24" x 36"	\$5.50
B Size, 18" x 24"	\$3.75
<u>GIS Data Requests</u>	
Service fee	\$111.00
First layer*	\$157.00
Each additional layer*	\$54.50
CD or DVD of GIS layers of Municipal works of City of Richmond	\$6,464.00
Single-Family Lot Size Policy, March 1990	\$22.00
Supplemental Specifications and Detail Drawings (contents only)	\$98.75
<u>Street Maps</u>	
Large, 36" x 57"	\$8.25
Small, 22" x 34"	\$5.50
Utility Section Maps, 15" x 24"	
Individual	\$3.75
CD	\$79.25

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

## **SCHEDULE – RCMP DOCUMENTATION FEES**

### **RCMP Documentation Fees**

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Criminal Record Checks	\$58.75	
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)	\$58.75	
Fingerprints	\$58.75	
Record of Suspension / Local Records Checks	\$58.75	
Name Change Applications	\$58.75	
Collision Analyst Report	\$553.00	
Field Drawing Reproduction	\$39.75	
Scale Drawing	\$113.00	
Mechanical Inspection Report	\$235.00	
Police Report and Passport Letter	\$58.75	
Insurance Claim Letter	\$58.75	
Court Ordered File Disclosure	\$58.75	
<i>*per page</i>	<i>*Plus</i> \$1.25	per page
<i>**Shipping cost</i>	<i>**Plus</i> \$7.75	
Photos 4" x 6" (per photo)	\$2.75	per photo
<i>***Shipping cost</i>	<i>***Plus</i> \$7.75	
Photos	\$1.75	each laser
Photos - Burn CD	\$18.50	
Video Reproduction	\$45.00	
Audio Tape Reproduction	\$43.00	

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

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

#### **Administration Fees**

#### **Section 2.3**

<b>Description</b>	<b>Fee</b>
<u>Driveway Crossing Application</u>	
Administration/Inspection Fee	\$81.50

## **SCHEDULE – SIGN REGULATION**

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

#### **Sign Permit Fees**

<b>Description</b>	<b>Fee</b>
Application processing fee*	\$49.00
Up to 5 m <sup>2</sup>	\$49.00
5.01 m <sup>2</sup> to 15 m <sup>2</sup>	\$5.00
15.01 m <sup>2</sup> to 25 m <sup>2</sup>	\$97.00
25.01 m <sup>2</sup> to 45 m <sup>2</sup>	\$131.00
45.01 m <sup>2</sup> to 65 m <sup>2</sup>	\$174.00
65.01 m <sup>2</sup> or more	\$218.00
Permit to alter a sign or relocate a sign on the same lot	\$49.00

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

## **SCHEDULE – TREE PROTECTION**

### **Tree Protection Bylaw No. 8057**

#### **Permit Fees**

Sections 4.2, 4.6

<b>Description</b>	<b>Fee</b>
<u>Permit application fee</u>	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	No Fee
Two (2) or more trees	\$54.50
Renewal, extension or modification of a permit	\$54.50

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

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

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

Sections 3.7, 6.3

<b>Description</b>	<b>Fee</b>	<b>Units</b>
Transporting of trunks	\$6.00	per trunk
Towing permit	\$54.50	
Inspection fee for each inspection after the second inspection	\$27.75	

## **SCHEDULE – WATER USE RESTRICTION**

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

#### **Permit Fees**

Section 3.1

<b>Description</b>	<b>Fee</b>
New lawns or landscaping permit application fee	\$32.75

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

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

#### **Application Fees**

<b>Description</b>	<b>Fee</b>
Culvert	
Application Fee	\$320.00
City Design Option	\$1,062.00
Inspection Fee *	\$21.50
<i>*Per linear metre of culvert</i>	
<u>Bridge</u>	
Application Fee	\$108.00
Inspection Fee	\$214.00

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



# City of Richmond

## Report to Committee

**To:** Finance Committee

**Date:** August 9, 2013

**From:** Jerry Chong  
Director, Finance

**File:**

**Re:** Financial Information – 2<sup>nd</sup> Quarter June 30, 2013

### Staff Recommendation

That the report titled Financial Information – 2<sup>nd</sup> Quarter June 30, 2013 from the Manager of Financial Reporting be received for information.

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

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Business Licences	<input checked="" type="checkbox"/>		
Economic Development	<input checked="" type="checkbox"/>		
Affordable Housing	<input checked="" type="checkbox"/>		
Parks Services	<input checked="" type="checkbox"/>		
Recreation Services	<input checked="" type="checkbox"/>		
Engineering	<input checked="" type="checkbox"/>		
Project Development	<input checked="" type="checkbox"/>		
Public Works	<input checked="" type="checkbox"/>		
Community Bylaws	<input checked="" type="checkbox"/>		
Fire Rescue	<input checked="" type="checkbox"/>		
RCMP	<input checked="" type="checkbox"/>		
Building Approvals	<input checked="" type="checkbox"/>		
Development Applications	<input checked="" type="checkbox"/>		
Transportation	<input checked="" type="checkbox"/>		
REVIEWED BY DIRECTORS	INITIALS: 	REVIEWED BY CAO	INITIALS: 

## Staff Report

### Origin

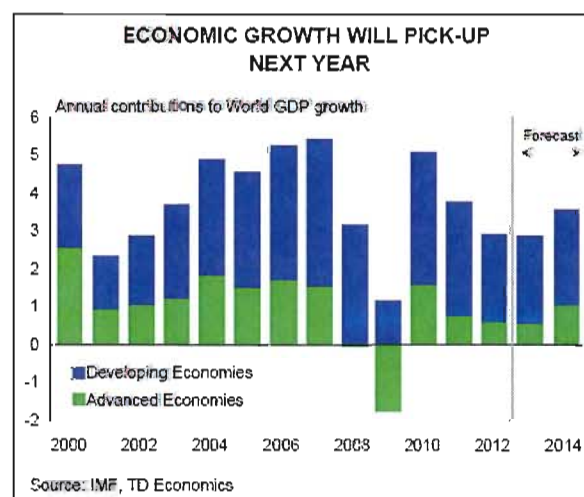
Financial information for the 2<sup>nd</sup> quarter ended June 30, 2013 is being provided to Council for review. Global and more specific economic updates outline the current environment with respect to Canada, the Province of B.C., and the City of Richmond. The City's financial results, significant revenues, investments, capital projects and other key indicator information are provided.

### Analysis

#### Global Economic Overview<sup>1,2</sup>

- Economists at TD Bank feel that Global economic growth started on a soft note this year, as major economies such as Germany, China and Brazil experienced weaker-than-expected performances.
- The RBC economists' estimate of the US second-quarter annualized GDP growth was 2.5% or 0.8 percentage points above the 1.7% advance estimate. Estimate was revised due to a sizeable improvement in the trade deficit. An upward revision to the pace of inventory building and higher non-residential structures investment were offset by slower investment in equipment and intellectual property.
- The increase in geopolitical risks in Egypt and Syria, rising concerns about another round of US government negotiations to pass the debt ceiling and the German election are factors that are adding to the uncertainty of the global economy.

Table 1



<sup>1</sup> TD Economics – Quarterly Economic Forecast – Global Outlook – June 18, 2013

<sup>2</sup> RBC Economics – Financial Markets Monthly – Sept 6, 2013

### Canadian Economic Overview<sup>3,4,5,6</sup>

The RBC Economists feel the Canadian economic growth slowed in the second quarter as was widely anticipated because of severe flooding in southern Alberta and a construction strike in Quebec that resulted in a 0.5% drop in output in June. Construction activity plummeted due to the strike while the flood effect weighed on transportation and warehousing output, and also contributed to sharp declines in wholesale and retail sales. The weakness in June followed five months of gains in real GDP.

- Canada's economy put its best foot forward in Q1 2013, as real GDP grew at a healthy 2.2% annualized pace. The showing provided reassurance that Canada has shaken off last year's growth slump. However, the outlook for the remainder of the year is more uneven. A sub-par external backdrop and subdued domestic demand should hold growth in Canada's economy to a modest 1.7% pace this year, only one point higher than TD Banks' March forecast.
- Consumer spending posted a strong increase in the quarter with both residential investment and government spending posting solid gains.

Table 2

CANADIAN ECONOMIC OUTLOOK															
Period-Over-Period Annualized Per Cent Change Unless Otherwise Indicated															
	2012				2013				2014				Annual Average		
	Q1	Q2	Q3	Q4	Q1	Q2F	Q3F	Q4F	Q1F	Q2F	Q3F	Q4F	12F	13F	14F
Real GDP	0.8	1.6	0.8	0.9	2.5	1.6	2.0	2.3	2.4	2.5	2.8	2.9	1.7	1.7	2.4
Labour Force	0.6	2.1	0.8	2.1	0.1	1.3	0.7	1.0	1.2	1.3	1.3	1.3	1.0	1.0	1.1
Unemployment Rate	7.4	7.3	7.3	7.2	7.1	7.1	7.1	7.2	7.1	7.1	7.0	6.8	7.3	7.1	7.0
Cons. Price Index (Y/Y)	2.3	1.6	1.2	0.9	0.9	0.9	1.4	1.6	1.5	1.7	1.7	1.8	1.5	1.2	1.7
Core CPI (Y/Y)	2.1	2.0	1.5	1.2	1.3	1.3	1.6	1.6	1.7	1.7	1.7	1.8	1.7	1.5	1.7
Housing Starts (000's)	205	231	222	202	174	189	185	175	172	171	170	168	215	181	170
Productivity: Real GDP / worker (Y/Y)	1.2	1.4	0.3	-0.6	-0.1	0.2	0.6	1.3	1.1	1.2	1.1	1.0	0.5	0.5	1.1
F: Forecast by TD Economics as at June 2013															
Source: Statistics Canada, Bank of Canada, Canada Mortgage and Housing Corporation, Haver Analytics															

- Canadian housing activity remains buoyant, though the underlying fundamentals for continued gains are becoming less favourable. Average inflation-adjusted home prices increased 2.5% year over year in Q2 alongside strengthening sales volumes. Low borrowing costs and balanced market conditions continue to attract buyers, though slowing job growth and the recent uptick in fixed mortgage rates will likely cool activity later in the year and into 2014.
- Contractors took out building permits worth \$6.6 billion in June, down 10.3% from May and the first decrease in six months. Despite this decline, the total value of building permits continued to trend upward.

<sup>3</sup> TD Economics – Quarterly Economic Forecast – Canadian Outlook – June 18, 2013

<sup>4</sup> The Daily – Statistics Canada – August 7, 2013

<sup>5</sup> Scotia bank – Global Economics – Global Real Estate – Sept 11, 2013

<sup>6</sup> RBC Economics - Financial Markets Monthly – Sept 6, 2013

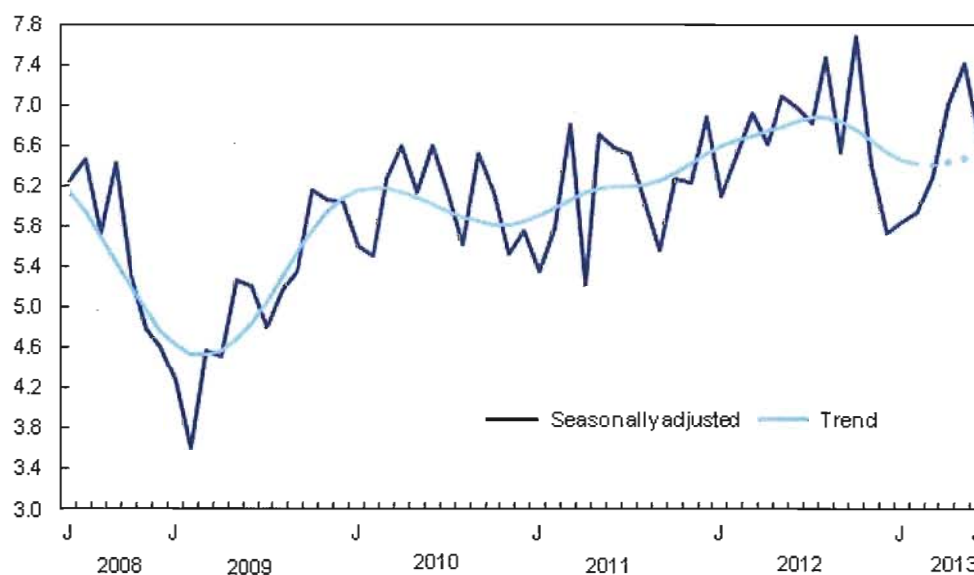


- After three consecutive monthly increases, the total value of permits in the residential sector declined 12.9% to \$4.0 billion in June. The value of residential building permits was down in nine provinces, led largely by Ontario, followed by Quebec and Alberta. Saskatchewan and the Northwest Territories showed the only gains in June.
- In the non-residential sector, the total value of building permits decreased 6.1% to \$2.7 billion in June. Quebec, Manitoba and Prince Edward Island accounted for most of the decline. Gains were recorded in five provinces, led by Alberta, British Columbia and New Brunswick.

Table 3

**Total value of permits**

billions of dollars



**Note(s):** The higher variability associated with the trend-cycle estimates is indicated with a dotted line on the chart for the current reference month and the three previous months. See Note to readers.

Source: The Daily, Stats Canada – August 7, 2013

<sup>3</sup> TD Economics – Quarterly Economic Forecast – Canadian Outlook – June 18, 2013

<sup>4</sup> The Daily – Statistics Canada – August 7, 2013

<sup>5</sup> Scotia bank – Global Economics – Global Real Estate – Sept 11, 2013

<sup>6</sup> RBC Economics – Financial Markets Monthly – Sept 6, 2013

### Province of B.C. Economic Overview<sup>7,8,9,10</sup>

After being held back in recent years by a significant cooling in its housing market, the TD Bank Economists expect that B.C.'s economy will enjoy a moderate bounce back over the 2013-14 period.

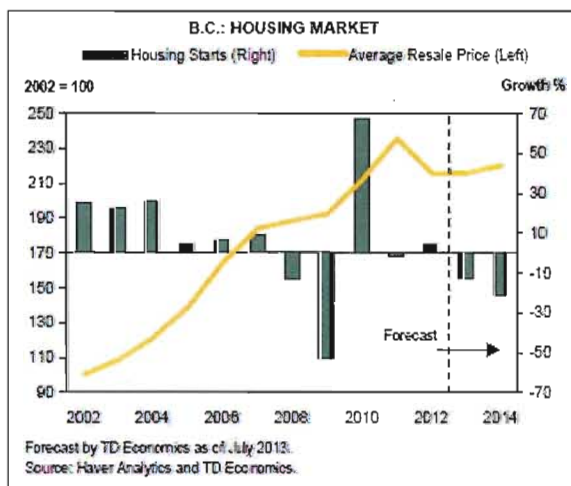
Table 4

British Columbia forecast at a glance				
% change unless otherwise indicated				
	2011	2012	2013F	2014F
Real GDP	2.8	1.8	1.6	2.7
Employment	0.8	1.7	0.4	1.5
Unemployment rate (%)	7.5	6.7	6.4	6.3
Retail Sales	3.2	1.9	2.1	4.0
Housing starts (units)	26,400	27,465	24,500	23,500
Consumer price index	2.3	1.1	0.5	1.6

Source: Royal Bank Economics - Provincial Outlook - June 2013

- The housing market continues to be a drag on B.C.'s economy. While MLS® sales are on an upswing, new home construction investment, which accounts for nearly half of all residential investment expenditures in the province, declined for an eighth consecutive month in June. Constant-dollar or real investment in new principal dwellings fell to a seasonally-adjusted \$583.3 million, marking a 0.2 per cent dip from May and 5 per cent decline from June 2012.
- The declining trend in home construction investment reflects the second-half lull in new project commencements in 2012 and fewer units under construction as completions outpaced starts. While housing starts and permits have bounced higher in recent months, annual starts will fall about 7 per cent this year leading to a 5 per cent decline in principal dwellings investment and representing a significant drag on the provincial growth picture.

Table 5



<sup>7</sup> Central 1 Credit Union – BC Economic Briefings – Volume 19 Issue 35 – Week of August 26-30, 2013

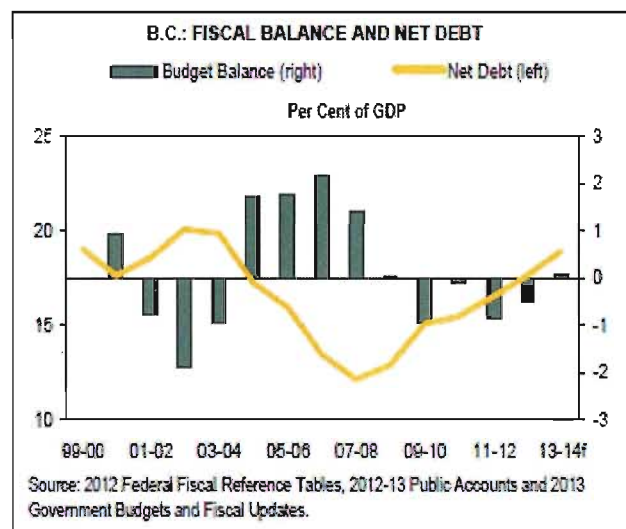
<sup>8</sup> Central 1 Credit Union – BC Economic Briefings – Volume 19 Issue 36 – Week of September 2-6 –12, 2013

<sup>9</sup> Labour Market Bulletin – Government of Canada – Employment and Social Development Canada – June 2013

<sup>10</sup> Housing Now – Canada Mortgage and Housing Corporation – June 2013 & August 2013

- An anticipated increase in economic activity south of the border bodes well for the province's export sector. B.C. exporters will also benefit from rising prices in key sectors, including natural gas and lumber.
- Employment continued to be the same as in July for August. The total number of working residents is 2.32 million persons, seasonally adjusted (SA), up by an insignificant estimate of 6,200 persons (0.3%) from July. Part-time employment increased while full-time work declined. Jobs in accommodation and food services grew, while jobs in construction declined. The unemployment rate was little changed at 6.6% SA of the labour force.
- The June 2013 budget update maintained the call for a budgetary surplus in fiscal year 2013-14. Consistent with the February document, a budgetary balance will be achieved through a combination of increased tax measures, controlled spending growth and sales of surplus assets. The budget still requires legislative approval but is expected to pass given the government's majority status. The TD Economists feel that there are already tentative signs that the BC economy is slowly improving. For example, the housing resale activity stabilized by early in 2013, and new motor vehicle sales picked up in January.

Table 6



- Retail spending in B.C. rose in June for a second straight month to push above the trend observed since early 2012. Led by new car sales, sales volumes reached a seasonally-adjusted \$5.23 billion in June, up 1.3 per cent from May and a marked contrast to the 0.6 per cent national decline. The pickup suggests a mild improvement in consumer spending growth in the second quarter, but underlying demand still remains tepid. While sales were up 2.7 per cent year-over-year, national growth was more than 3 per cent, and through mid-year, year to-date sales were unchanged from year ago levels.

<sup>7</sup> Central 1 Credit Union – BC Economic Briefings – Volume 19 Issue 35 – Week of August 26-30, 2013

<sup>8</sup> Central 1 Credit Union – BC Economic Briefings – Volume 19 Issue 36 – Week of September 2-6 –12, 2013

<sup>9</sup> Labour Market Bulletin – Government of Canada – Employment and Social Development Canada – June 2013

<sup>10</sup> Housing Now – Canada Mortgage and Housing Corporation – June 12 & 13 August 2013

Lower Mainland Overview<sup>11,12,13</sup>

- Housing starts in the Vancouver Census Metropolitan Area (CMA) were trending at 18,882 units in July compared to 17,580 in June. The trend is a six-month moving average of the monthly seasonally adjusted annual rates (SAAR) of housing starts. The trend measure of multiple-family starts has increased for the past two months, whereas the same measure for single-detached housing starts reflected relative stability. Actual housing starts totalled 10,681 units in the seven months to July 2013, which was 5.8 per cent lower than during the same period a year ago.
- The inventory of completed and unabsorbed housing units rose year-over-year in July 2013 despite increased absorptions. The number of completed and unabsorbed units was 1,382 for single-detached homes compared to 1,000 units a year ago, and 2,875 units for multiple-family homes compared to 2,193 units in the prior 12 months prior.
- The affordability percentage which represents the portion of income devoted for shelter has stabilized, but still represents a significant figure for Vancouver households. The Price-to-Income Ratio shows a similar trend reflecting the levelling of housing prices.

Table 7

<b>Housing Outlook Summary - Vancouver *</b>					
	<b>Average 2000 to 2010</b>	<b>2011</b>	<b>2012</b>	<b>2013F</b>	<b>2014F</b>
Home Sales (000's of Units)	33.8	32.9	25.4	24.3	27.1
Home Prices (\$)	-	779,453	728,230	742,051	752,423
Sales-to-New Listings Ratio	0.7	0.5	0.4	0.4	0.5
Affordability (%)	44.0	61.9	55.7	54.8	54.9
Price-to-Income Ratio	7.4	11.4	10.3	10.2	10.0
<b>Housing Starts</b>	<b>15.3</b>	<b>17.9</b>	<b>19.0</b>	<b>17.1</b>	<b>16.0</b>
<b>Lower Mainland Housing Activity **</b>			<b>2012 YTD</b>	<b>2013 YTD</b>	<b>% change</b>
New Home Listings			7,314	8,605	18%
Total Listings			41,629	37,241	-11%

\*Source: TD Economics 2013-2013 Canadian Regional Housing Market Outlook – June 3, 2013

\*\*Source: Housing Now, Canadian Mortgage and Housing Corporation – August 2013

- Residential building permits are up slightly this year, outpacing the first five months of 2012 by about 14.4 per cent on higher multi-family starts in the Lower Mainland
- In May, employment crept up in the Lower Mainland by 0.3%, which was mainly attributed to a soft real estate market beginning to level off, however fell 0.2 per cent in June. In July, Metro Vancouver fared slightly better than the rest of the province by falling another 0.2% whereas the provincial level fell by 0.5%.

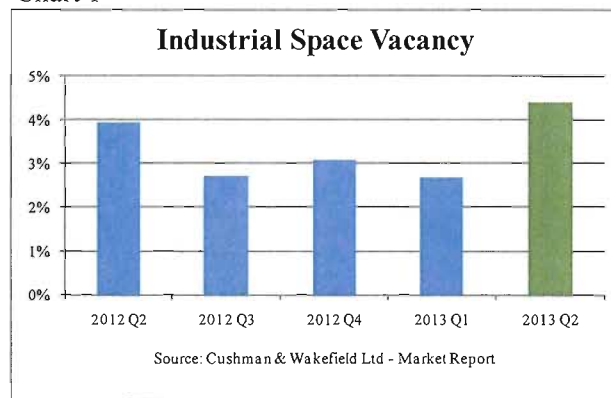
<sup>11</sup> CMHC – Housing Now – Vancouver CMA's – August 2013<sup>12</sup> Central 1 Credit Union – BC Economic Briefings – Volume 19 Issue 27 – Week of July 1-7, 2013<sup>13</sup> Central 1 Credit Union – BC Economic Briefings – Volume 19 Issue 28 – Week of July 8-12, 2013

### City of Richmond Overview

Richmond is performing well relative to global and provincial economic trends. The figures described below indicate that Richmond's economy is maintaining similar levels to that of 2012 and it is anticipated that this trend will stabilize. The activity of the remaining quarters of 2013 is expected to be in line with the financial plan.

In the second quarter of this year, the vacancy rate for industrial space rose to 4.38% from 2.69%, partly due to an additional 500,000 square feet added to the total inventory. This rate continues to represent historical lows and a high demand, despite the inventory of 37.5 million square feet being one of the largest in the region. Industrial space continues to decline overall, pressuring business retention of light industry companies in need to move their operations from areas of re-development.

Chart 1



The office space vacancy rate has dropped another 1.5 percentage points in the last quarter and currently sits at 17.43% in Q2 of 2013. Although a consistent decrease for two consecutive quarters, this rate has not lowered enough to warrant an increase in inventory. Demand for new office space continues to centre around accessible transportation networks.

Chart 2





The value of building construction for permits issued increased significantly from the 1<sup>st</sup> quarter of 2013 from \$74.7M to \$172M in the 2<sup>nd</sup> quarter of 2013. This reflects the current trend of higher value construction projects, predominately as mixed-use residential and commercial buildings are starting to complete.

Chart 3



In the 2<sup>nd</sup> quarter, there were 347 building permits issued, which is comprised of multi-family and residential building permits, which is consistent with the 348 permits issued in the 2<sup>nd</sup> quarter 2012. The total fees collected for the 2<sup>nd</sup> quarter decreased by 21% from \$2.2M to \$1.7M for 2012 to 2013 due to the mix of townhouses and low rise residential building projects being constructed.

Chart 4

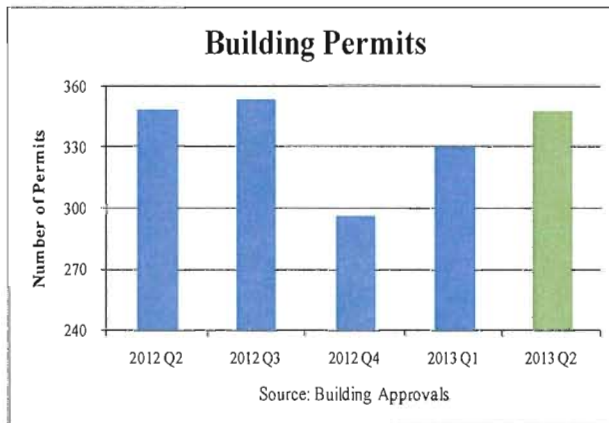
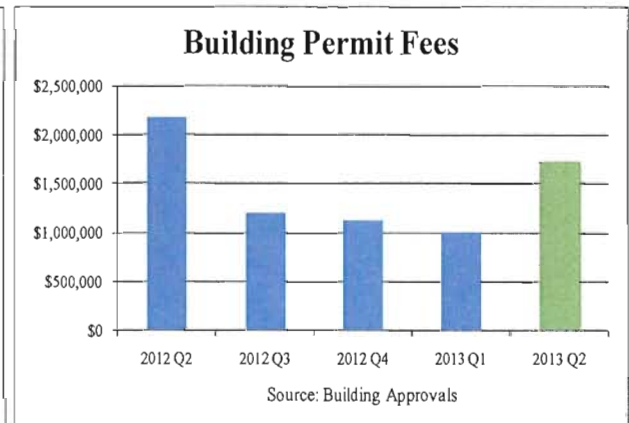


Chart 5



There were 35 development applications received in the 2<sup>nd</sup> quarter which is a decrease of 47% as compared to 66 received in the same quarter in 2012. Development application fees fell by 27% in the 2<sup>nd</sup> quarter of 2013 when compared to the 2<sup>nd</sup> quarter of 2012 due to the type and scope of the applications submitted in 2013. The number of application submissions is down when compared to 2012 due to the limited land available for small developments (arterial roads and area plans); the single family housing market had slowed in 2012 and there were a number of large projects in the City Centre that began marketing pre-sales late last year and early this year. Until the large inventory of new residential units currently being marketed in the City Centre can be absorbed, staff anticipate there will be a moderate slow down in new application submissions.

Chart 6

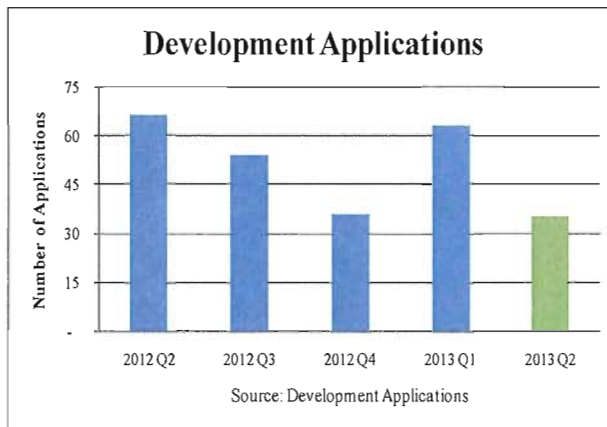
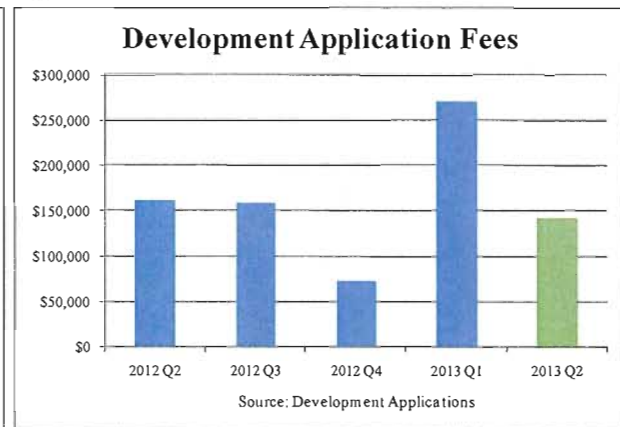
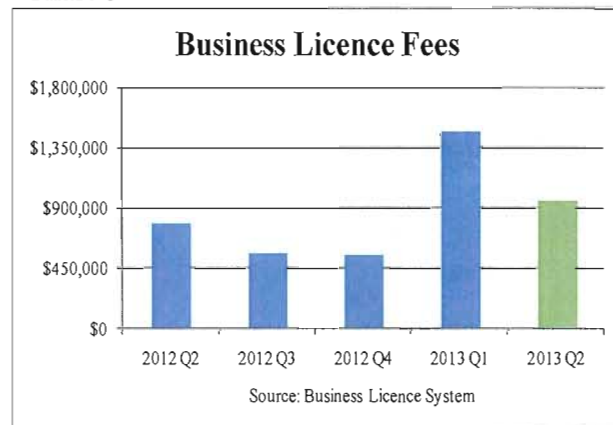


Chart 7



Business Licence activity for the 2<sup>nd</sup> quarter of 2013 is consistent with the 2<sup>nd</sup> quarter 2012. In 2012, the 2<sup>nd</sup> quarter revenue was \$0.83M compared to the \$0.95M earned in 2013. There were 586 new licenses issued in the 2<sup>nd</sup> quarter of 2013 as compared with the 669 new licenses issued in the 2<sup>nd</sup> quarter of 2012.

Chart 8



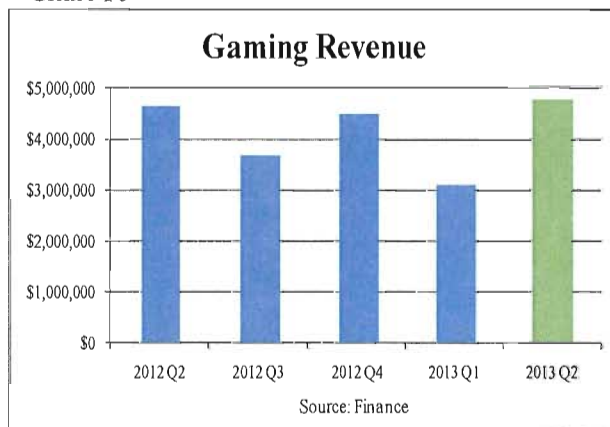
Parking Program revenues from meters, permits and enforcement for the 2<sup>nd</sup> quarter of 2013 increased by \$87K to \$499K from \$412K for the same period in 2012.

Chart 9



Gaming revenues for the 2<sup>nd</sup> quarter are slightly higher at \$4.75M compared to \$4.63M in the same quarter last year representing a 2.5% increase.

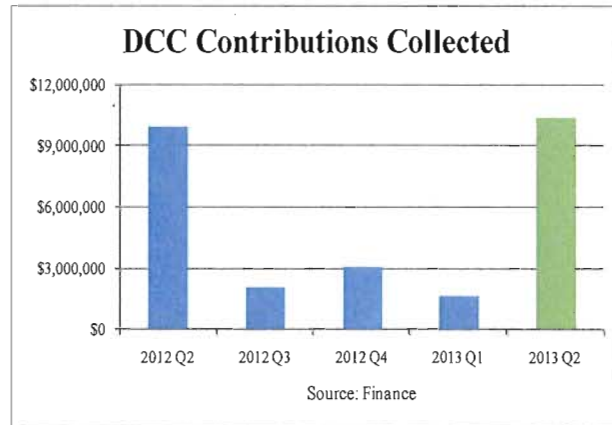
Chart 10





DCC contributions received in the 2<sup>nd</sup> quarter of 2013 were slightly higher than the same quarter 2012 by 4.2%. The 1<sup>st</sup> quarter DCC contributions in 2013 were \$1.62M and for the 2<sup>nd</sup> quarter \$10.36M, which keeps with historical trends, that more building permits are issued through the 2<sup>nd</sup> quarter which is directly correlated to an increase in developer contributions.

Chart 11



**Statement of (net revenues)/expenditures**  
**For the period ending June 30, 2013**

<b>Operating Budget (000's)</b> <b>General Fund</b>	<b>Budget 2013*</b>	<b>Actuals June 30, 2013 **</b>	<b>Variance as at June 30, 2013</b>
RCMP	\$19,298	\$19,083	\$215
Fire Rescue	15,212	14,044	1,168
Community Services	17,278	15,990	1,288
Engineering and Public Works	18,550	18,418	132
Finance and Corporate Services	8,370	7,810	560
Library	4,013	4,048	(35)
Planning and Development	3,037	2,167	870
Corporate Administration	3,617	3,365	252
Law and Community Safety	1,752	1,130	622
Fiscal	(91,701)	(92,173)	472
<b>Total</b>	<b>(\$574)</b>	<b>(\$6,618)</b>	<b>\$5,544</b>

\* The 2013 Budget amount represents the prorated annual budget to June 30, 2013 adjusting for the timing of certain revenues and expenditures.

\*\* The 2013 Actuals include, where applicable, accruals and estimates for revenues and expenditures.

The following are the explanations for net expenditure variances at the departmental/divisional level:

- RCMP is targeted to be slightly under budget by the end of the year. The federal contract amount for the 2<sup>nd</sup> quarter includes a credit adjustment for the RCMP Fiscal year end.
- Richmond Fire Rescue is expected to be on budget at the end of the year. The current favourable variance will be utilized during the 3<sup>rd</sup> quarter for required staffing levels.
- Community Services revenues and expenditures are on track given the seasonal nature of the business. The highest levels of expenditures are during the summer months are for parks maintenance, swimming pools and summer programs for community centres and cultural and heritage facilities. The majority of special event expenses will be recorded in the 3<sup>rd</sup> and 4<sup>th</sup> quarter including those for Ships to Shore, Maritime Festival, Salmon Row and Culture Days 2013.
- Engineering & Public Works are due to be on budget by the end of the year. The favourable variance in the 2<sup>nd</sup> quarter can be attributed to the timing of preventative maintenance and seasonal programs which began in the 2<sup>nd</sup> quarter and will continue throughout the 3<sup>rd</sup> quarter.

- Finance and Corporate Services has a favourable variance due to higher business licences revenue relative to budget, unfilled positions within the Finance Division and lower contract costs in IT.
- Library is on budget for the 2<sup>nd</sup> quarter.
- Planning and Development has realized higher than anticipated Building Permit revenue for the 2<sup>nd</sup> quarter. The favourable variance is based on a stronger than anticipated housing market, particularly in the multi-residential applications. It is anticipated the construction activity will remain stable with the potential moderate increase in the housing market.

There is also a favourable variance in development application revenue for the 2nd quarter due primarily to large servicing agreements associated with a number of substantial development applications. It is anticipated that development activity will remain relatively stable during the 3rd quarter of 2013 although application submissions are anticipated to slow given the amount of new residential units that are currently being marketed for sale in the City.

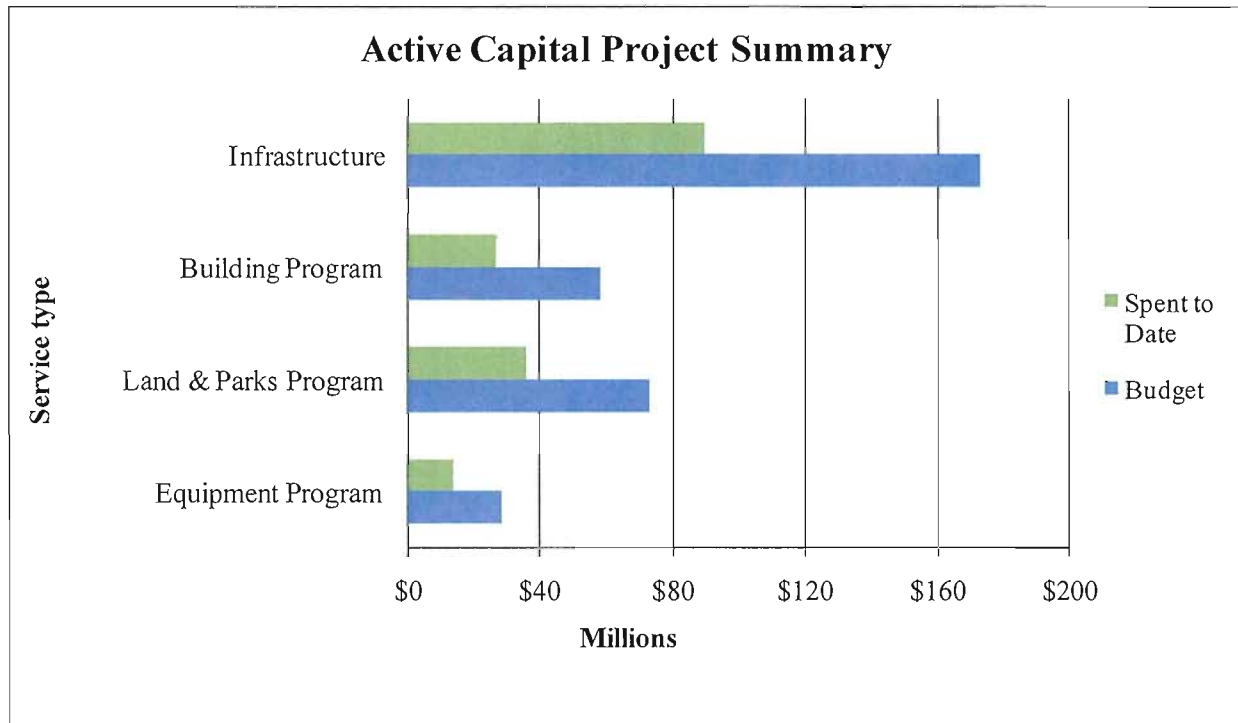
- Corporate Administration has a favourable variance due mainly to the timing of training expenditures and vacant positions.
- Law and Community Safety has a favourable variance for the 2<sup>nd</sup> quarter due to vacancies and parking program revenue exceeding budget.
- Fiscal has a favourable variance for the 2<sup>nd</sup> quarter with anticipated expenses to be incurred throughout the year.

### **Active Capital Project Summary**

The 2013 Capital Budget of \$65.8M (excluding internal payment transfers and debt repayments) are included in the figures below as are amounts relating to capital projects from previous years' Capital Budgets that remain active.

**Statement of Active Capital Project Expenditures in \$'000s**

	Budget	Spent to Date	Committed
Infrastructure	173,216	89,750	83,466
Land & Parks Program	73,006	36,065	36,941
Building Program	58,086	27,102	30,984
Equipment Program	28,636	14,135	14,501
<b>Grand Total</b>	<b>\$ 332,944</b>	<b>\$ 167,052</b>	<b>\$ 165,892</b>



**Infrastructure Highlights:**

- **Westminster Hwy: Nelson Rd. to McMillan Way – Widening Westminster Hwy:**
  - Approved Budget: \$10.4M (2011)
  - *20% Complete*
  - Preload works are continuing. The main road construction contract has been awarded, and will commence once the preload settlement is complete.
- **Nelson Road Improvements – Widening Nelson Road between Blundell Road and Westminster Highway:**
  - Approved Budget: \$4.1M (2011)
  - *Design Complete*
  - The main road construction contract has been awarded. Environmental, traffic and property approvals are being finalized, and the start of construction is expected in the August/September timeframe.
- **No. 1 Road Drainage Pump Station:**
  - Approved Budget: \$3.45M (2010)
  - *95% Complete*
  - This project has been substantially completed, and the dike path has been re-opened to the public. The public art panels are being finalized, with installation scheduled for Q3 2013.
- **Steveston Drainage Area Replacement and Upgrades – Williams Road West Drainage Pump Station Upgrade:**
  - Approved Budget: \$2.0M (2011)
  - *97% Complete*
  - This project has been substantially completed, including installation of a water bottle filling station. Installation of public art is expected to occur in Q3 2013.
- **No. 6 Road Widening:**
  - Approved Budget: \$1.7M (2011)
  - *Design 95% Complete*
  - Construction tendering is anticipated for the August 2013 timeframe.
- **Aintree Crescent (West) Laneway Drainage and Pavement Upgrade:**
  - Approved Budget: \$540K (2013)
  - The scope of this project includes re-grading of the surface to address 'ride-ability' and drainage issues. This project is being built by the City's Integrated Works Group. Project completed.
- **Ainsworth Crescent (West) Laneway Drainage and Pavement Upgrade:**
  - Approved Budget: \$510K (2013)
  - Similar to the Aintree Crescent Laneway, this project includes re-grading of the surface to address 'ride-ability' and drainage issues, and is being constructed by the City's Integrated Works Group. Project completed.

**Building Highlights:**

- **Interurban Tram Structure:**
  - Approved Budget: \$1.9M (2010)
  - *100% Complete*
  - Construction of the new structure which will house the Interurban Tram Car in Steveston Park is complete as of March 2013. The Interurban Tram Car 1220 has been moved into the building. The building will permit the restoration of the Tram Car as well as viewing by the public.
- **Hamilton Childcare Centre:**
  - Approved Budget: \$1.8M (Land value \$480K) (2010)
  - *25% Complete*
  - A site plan and preliminary drawings have been developed, and rezoning is complete for this modular childcare service facility. Preloading placement at the site is complete. The design services have been awarded and design commenced in January 2013. Construction is planned to be complete June 2014.
- **Britannia Heritage Shipyards – Seine Net Loft:**
  - Approved Budget: \$1.2M (2010)
  - *90% Complete*
  - Construction is underway with final preparations for the exterior painting. The upgraded building will provide Parks & Recreation programmed events at the ship yard.

**Community Services / Parks Highlights:**

- **Railway Corridor:**
  - Approved Budget: \$2.2M (2013)
  - *75% Complete*
  - Construction is underway with the asphalt installation along this 5.6 kilometer trail which will link the North and South waterfront trail system.
- **Terra Nova Heritage Building Restorations:**
  - Approved Budget: \$2.0M (2005)
  - *75% Complete*
  - Construction in progress at the Cannery Store & House.
- **Terra Nova Play Environment:**
  - Approved Budget: \$1.0M (2012)
  - *30% Complete*
  - Construction is underway with the play environment base preparations and play box installations. Play equipment to be ordered and installed later in the summer. Construction is expected to be complete by the fall.

- **Oval West Waterfront Park:**
  - Approved Budget: \$850K (2012)
  - *30% Complete*
  - Tender process completed and awarded to Wilco Construction for development of the waterfront park adjacent to the Richmond Oval. Construction is scheduled for completion by late summer.
- **Britannia Heritage Shipyards, Slipways Restoration:**
  - Approved Budget: \$513K (2013)
  - *5% Complete*
  - Planning & design in progress for the restoration of the slipways inside the main shipyards building.
- **Garden City Community Park:**
  - Approved Budget: \$500K (2012)
  - *10% Complete*
  - Design in progress for the bike park. Construction to start in the summer.
- **The Gardens Agricultural Park:**
  - Approved Budget: \$316K (2012)
  - *5% Complete*
  - Design in progress. Construction to start in the summer.
- **Thompson Youth Park, Phase 3:**
  - Approved Budget: \$300K (2013)
  - *5% Complete*
  - Design to start in August and construction to start in the fall.

### **Cash and Investment Portfolio**

The City's cash and investment portfolio at June 30, 2013 was \$767.5M, with an average yield on investment for the 2<sup>nd</sup> quarter of 1.75%. The current low interest rate environment and the City's cash flow projections have influenced the terms and types of investments that the City holds (Appendix 1).

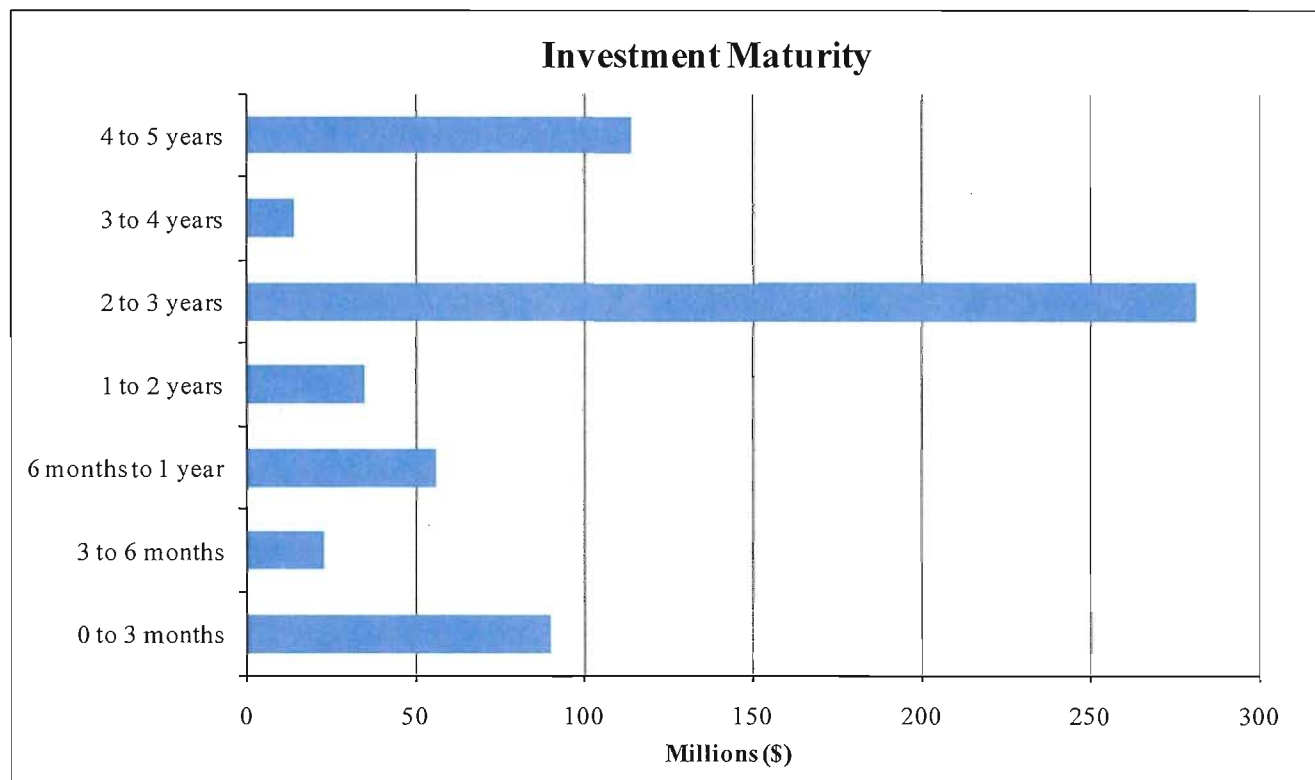
#### **Market Interest Rates (for analytical purposes only)**

	June 30, 2013
3 month Government of Canada T-Bills	1.03%
2 Year Government of Canada Bonds	1.23%
5 Year Government of Canada Bonds	1.84%
10 Year Government of Canada Bonds	2.50%

*Source: Bank of Canada*

Overall global economic growth remains modest; with the U.S. economic expansion proceeding at a moderate pace, offset by the weak economic activities in the euro area and the slowdown of real GDP growth in China and other emerging markets. These factors have resulted in the Bank of Canada downgrading slightly its global growth forecast and maintaining its benchmark overnight rate at 1.0% during its July 2013 interest rate announcement. It is anticipated that the interest rate environment will remain status quo for the rest of the year.

The City in accordance with its Investment Policy (3703) is required to carry a diversified investment mix with strong credit quality and at the same time meeting the objectives of managing its investment activities in a manner that seeks to preserve capital and to realize a reasonable rate of return. Staff will look at updating the Investment policy to reflect the current market conditions.





### **Key Indicators (Appendix 2)**

This appendix provides information with regard to various financial and market indicators for the year 2013 as compared to 2012.

### **Contract Awards (Appendix 3)**

This report provides Committee members information with regard to the formal contracts awarded by the City during the 2<sup>nd</sup> quarter. During this period, 70 contracts greater than \$25,000 were awarded totalling over \$15.5M.

### **Financial Impact**

None.

### **Conclusion**


The City of Richmond has maintained its strong financial position through the second quarter of 2013. Business activity remains strong, revenue collection is exceeding expectations and the building construction and development activity is consistent with previous years. It is expected that these trends will stabilize throughout the remaining 2013.



Cindy Gilfillan  
Manager, Financial Reporting  
(604) 276-4077

**Cash and Investment Portfolio**  
**June 30, 2013 (in 000's)**

Issuer	Amount	% of Portfolio
<b>Federal Government and Federal Crown Corporations</b>		
Canadian Mortgage and Housing Corporation	\$ 316,791	41.27%
Government of Canada	\$ 16,277	2.12%
<b>Total</b>	<b>\$ 333,068</b>	<b>43.39%</b>
<b>Provincial Governments and Provincial Crown Corporations</b>		
Province of Ontario	\$ 85,613	11.15%
Province of New Brunswick	\$ 24,171	3.15%
Financement Quebec	\$ 21,153	2.76%
<b>Total</b>	<b>\$ 130,936</b>	<b>17.06%</b>
<b>Schedule I Banks</b>		
Royal Bank of Canada	\$ 15,396	2.01%
Canadian Western Bank	\$ 10,000	1.30%
CIBC	\$ 8,990	1.17%
TD Financial	\$ 8,584	1.12%
Scotia Bank	\$ 7,622	0.99%
<b>Total</b>	<b>\$ 50,592</b>	<b>6.59%</b>
<b>Credit Unions</b>		
Gulf & Fraser Financial Group	\$ 29,520	3.85%
Vancity Savings Credit Union	\$ 28,895	3.76%
Coast Capital Savings	\$ 15,327	2.00%
<b>Total</b>	<b>\$ 73,743</b>	<b>9.61%</b>
<b>Pooled Investments</b>		
Municipal Finance Authority	\$ 21,786	2.84%
<b>Total</b>	<b>\$ 21,786</b>	<b>2.84%</b>
<b>Total Investments</b>	<b>\$ 610,125</b>	
<b>Total Cash &amp; Cash Equivalents</b>	<b>\$ 157,413</b>	<b>20.51%</b>
<b>Total Reported Investments and Cash &amp; Cash Equivalents</b>	<b>\$ 767,538</b>	

 <b>City of Richmond</b> <b>Key Indicators - June 30, 2013</b>				
All \$ in 000s	Q2 2013 Apr - Jun 2013	Q2 2013 to Q2 2012 % Change	Year to Date Jan-Jun 2013	2013 YTD to 2012 YTD % change
<b>Housing Starts</b>				
Number of Housing Starts (number of units)	736	14.3%	979	(2.0%)
Number of Demolitions	96	(40.7%)	160	(45.9%)
Net Housing Units Added	640	32.8%	819	16.5%
<b>Building Permits</b>				
Number of Building Permits Issued	347	(0.3%)	677	5.5%
Permit Revenues Collected	\$1,718	(21.0%)	\$2,719	(23.0%)
Value of Building Construction for Permits Issued	\$172,376	(9.9%)	\$247,170	(4.2%)
<b>Development Applications</b>				
Development Applications Received	35	(47.0%)	98	(15.5%)
Development Applications Revenue	\$142	(27.0%)	\$412	(14.7%)
<i>Revenue reported for Development Applications reflects deferred revenue adjustments for 2012 &amp; 2013</i>				
<b>Business Licenses</b>				
Number of New Business Licenses Issued	586	(12.4%)	1,008	(13.8%)
Number of Employees Reported - New Licenses	1,976	(30.1%)	3,779	(13.4%)
Total Valid Licenses Renewed/(Discontinued)	315	(29.7%)	13,240	(3.0%)
Revenue Received for Current Year Licenses	\$947	14.4%	\$2,409	(0.4%)
Revenue Received for Next Year (Deferred)	\$190	9.8%	\$250	10.7%
Total License Revenue	\$1,137	19.4%	\$2,659	0.5%
<i>Year to date valid licenses and revenue include current year licenses issued in the prior year.</i>				
<b>Other Revenues</b>				
Parking Program Revenue	\$499	21.1%	\$969	25.6%
Gaming Revenue	\$4,747	2.5%	\$7,838	5.7%
Traffic Fine Revenue to date	\$394	(50.1%)	\$394	(66.7%)
<b>Development Cost Charges Income</b>				
Roads, Water, Sewer DCC's Received	\$4,466	21.4%	\$5,264	(12.2%)
Parks DCC's Received	\$5,899	(5.9%)	\$6,718	(22.1%)
Total DCC Fees Received	\$10,366	4.2%	\$11,982	(18.1%)
<b>Uncommitted Reserves</b>				
DCC Reserves to date	\$39,506	14.8%	\$39,506	14.8%
Capital Funding Reserves to date	\$95,932	12.7%	\$95,932	12.7%
Affordable Housing Reserves to date	\$8,639	180.5%	\$8,639	180.5%
Other Reserves to date	\$110,438	(5.5%)	\$110,438	(5.5%)
Total Uncommitted Reserves to date	\$254,515	24.6%	\$254,515	24.6%
<b>Taxes to date</b>				
Taxes Collected	\$155,831	1.4%	\$164,172	1.7%
City Portion of Taxes Collected	\$76,357	1.4%	\$80,444	1.7%
Unpaid Taxes - Delinquent & Arrears	\$4,635	4.5%	\$4,635	4.5%
No. of Participants on PAWS (Pre authorized withdrawal)	6,004	4.3%	6,004	4.3%
PAWS	\$4,448	8.6%	\$11,088	8.2%
Interest Rate Paid to PAWS	1.00%	0.00%	1.00%	0.0%
<i>Sources: All data is from City of Richmond records</i>				



## City of Richmond

## Key Indicators - June 30, 2013

All \$ in 000s	Q2 2013 Apr - Jun 2013	Q2 2013 to Q2 2012 % Change	Year to Date Jan-Jun 2013	2013 YTD to 2012 YTD % change
<b>Employees</b>				
Number of City Employees (City and Library)	1,944	1.0%	1,944	1.0%
<b>Fire Rescue Responses</b>				
	2,334	1.5%	4,585	0.9%
<b>RCMP - Calls for Service Handled</b>				
	17,072	(4.7%)	33,578	(4.5%)
<b>Affordable Housing - New Units</b>				
New Affordable Rental Units	-	(100.0%)	-	(100.0%)
New Secondary Suite/Coach House Units	5	25.0%	6	(50.0%)
New Market Rental Units	-	0.0%	-	0.0%
Unspent Funds Allocated to Capital Projects to date	\$11,074	6.0%	\$11,074	6.0%
<b>Investments</b>				
Total Investments	\$767,538	41.5%	\$767,538	41.5%
<b>Interest Earned on Investments</b>				
Average City Rate of Return on Investments	1.75%	(0.49%)	1.75%	(0.49%)
<i>Sources: All data is from City of Richmond records</i>				
<b>Market Indicators</b>				
<b>Median Residential Selling Prices - Richmond</b>				
Single Family Detached	\$948	(2.7%)	\$948	(2.7%)
Townhouse	\$501	(3.5%)	\$501	(3.5%)
Apartment	\$339	(0.6%)	\$339	(0.6%)
Number of Sales (all housing types)	1,033	25.2%	1,697	1.6%
<i>Source: Real Estate Board of Greater Vancouver</i>				
<b>Unemployment Rate-Greater Vancouver</b>				
	6.6%	(0.7%)	6.6%	(0.7%)
<i>Regional Unemployment Rate (3 month moving average)</i>				
<i>Source: Statistics Canada &amp; BC Stats (Data not available for Richmond)</i>				
<b>Economic Development</b>				
Total sq. ft space Office YTD	4,358,727	0.0%	4,358,727	0.0%
Total sq. ft vacant space available Office YTD	759,897	(10.1%)	759,897	(10.1%)
Vacancy rate - Office (in %) YTD	17.43%	(10.1%)	17.43%	(10.1%)
Total sq. ft space Industrial YTD	37,563,968	3.5%	37,563,968	3.5%
Total sq. ft vacant space available Industrial YTD	1,643,855	34.1%	1,643,855	34.1%
Vacancy rate - Industrial (in %) YTD	4.38%	11.5%	4.38%	11.5%
<i>Source: Cushman &amp; Wakefield Ltd. - Market Report</i>				
<b>Richmond Population Estimate Year End*</b>				
	2013	205,133		
	2012	201,471		
<i>*Note: BC Stats Population figures</i>				

**Contract Awards > \$25,000**  
**April 1<sup>st</sup>, 2013 to June 30<sup>th</sup>, 2013**

<i>Item</i>	<i>Contract Name and Description</i>	<i>Award</i>	<i>Amount</i>	<i>Department</i>
1.	4609EOI - Construction Manager for the City of Richmond	Stuart Olson Dominion	\$2,371,650	Project Development & Facilities Services
2.	4664Q – General Contractor for Richmond Ice Centre	Venture Pacific Construction Management	\$226,574	Project Development & Facilities Services
3.	4701 Q – On Call Painting Contractor	Lincor Enterprises	\$40,000 est	Engineering & Public Works
4.	4711T - Granville Avenue Watermain Sliplining	PW Trenchless Construction	\$207,513	Engineering & Public Works
5.	4746P - Richmond Fire-Rescue Drill and Job Task Review	Centric Health	\$42,156	Richmond Fire-Rescue
6.	4749P - Food Services Operator for City Hall Cafe	Canwell Enterprises Ltd.	Approx \$75,000 over 5 years based on revenues	Finance and Corporate Services
7.	4762F - Fire Department Scheduling System -Telestaff System	Kronos	\$74,835	Law and Community Safety
8.	4772T – Construction Services for Oval West Waterfront Park	Wilco	\$1,100,000	Community Services
9.	4783T – Nelson Road Widening	King Hoe Excavating Ltd.	\$1,801,663	Engineering and Public Works
10.	4784T - Westminster Highway Widening	BD Hall Constructors Corp.	\$3,952,655	Engineering and Public Works
11.	4787F - JOC Urgent roof repair roofing surplus overtop of main building electrical transformer room at City Hall	Ashton Mechanical	\$77,666	Engineering and Public Works
12.	4794P - Bath Slough Drainage Pump Station Upgrade	Opus Dayton Knight Consultants Ltd.	\$346,505	Engineering and Public Works
13.	4795F – West Richmond Community Centre Building Envelope Consulting Service	Levelton	\$125,000	Engineering and Public Works
14.	4799Q - Two (2) Triple Axle 25 tonne tilt tag trailers	Raja Trailer & Equipment Sales	\$89,066	Engineering and Public Works - Fleet

**Contract Awards > \$25,000**  
**April 1<sup>st</sup>, 2013 to June 30<sup>th</sup>, 2013**

<i>Item</i>	<i>Contract Name and Description</i>	<i>Award</i>	<i>Amount</i>	<i>Department</i>
15.	4801Q - Supply and Delivery of 2 (Two) Mini Vans	Maple Ridge Chrysler Jeep Dodge	\$55,442	Engineering and Public Works - Fleet
16.	4803Q - Supply & Delivery of One (1) Tier 4 Compliant Backhoe	Finning (Canada)	\$131,288	Engineering and Public Works - Fleet
17.	4807P - Garden City Lands Phase 1 - Site Analysis and Public Engagement Process	CitySpaces Consulting	\$119,045	Community Services Parks - Planning
18.	4817P - Engineering Design for the Steveston East Dunford Subdivision Proposed Waterworks Project	ISL Engineering and Land Services Ltd.	\$42,550	Engineering and Public Works
19.	4818Q - Supply and Delivery of Electrical Kiosk for Montrose Pump Station	Northwest Tech-Con Systems	\$59,880	Engineering and Public Works
20.	4819F - Construction Management services to deliver Oval Mezzanine Expansion project	Stuart Olson Dominion	\$178,000	Project Development & Facility Maintenance
21.	4820F - Voyageur Way and Simpson Road Watermain Construction	Penta Builders Group	\$92,320	Project Development & Facility Maintenance
22.	4823F - Conduct air sealing on 5 City buildings to achieve energy savings	Tremco Canada Division	\$89,612	Sustainability
23.	4824F - Richmond Public Library Wireless Access Upgrade Project 2013	Smart Edge Networks	\$141,991	Library
24.	4825F - Construction Services for Branscombe House and site services	Penta Builders Group	\$301,500	Project Development & Facility Maintenance
25.	4826F - Mould Remediation of the Interurban Tram	Pro Active Hazmat and Environmental	\$29,900	Community Services
26.	4828F - 2013 Thermoplastic Road Markings	Sutton Road Marking Ltd.	\$45,000	Engineering and Public Works - Roads
27.	4842Q - 2013 Exterior Repainting for Misc. COR Facilities	Combined Painting	\$46,765	Engineering and Public Works



**Contract Awards > \$25,000**  
**April 1<sup>st</sup>, 2013 to June 30<sup>th</sup>, 2013**

<i>Item</i>	<i>Contract Name and Description</i>	<i>Award</i>	<i>Amount</i>	<i>Department</i>
28.	4856F - Event Professionals and production services for Maritime Festival 2013	Anigraph Productions Limited	\$145,000	Major Events and Film
29.	4857F - 12-month media monitoring amendments starting April 1, 2013	Infomart	\$28,740	Corporate Communications
30.	4861F - Secure records storage	BC Records Management Services	\$26,500	Records
31.	4862F - City Hall Trane Chiller Renewal Service	Trane	\$127,300	Facilities Maintenance
32.	4866Q – Box Culvert Replacement – 2 Rd.	Merletti Construction	\$252,000	Engineering and Public Works
33.	4890F - Design and Construction Oval Fitness Space	Stuart Olson Dominion	\$174,570	Project Development & Facilities Services
34.	4895P – Consulting Services - Resilient Economy Strategy	Coriolis Consulting Corp.	\$70,000	Economic Development
35.	4897P - Communications Services for the Garden City Lands Strategy	Switch United Design Inc.	\$48,500	Communications
36.	4900F - Compile and Publish City of Richmond Child Care Design Guidelines and Technical Specifications	Dialog	\$30,000	Project Development & Facility Maintenance
37.	4902Q - Storm sewer box culvert replacement 11400 No. 2 Road	Merletti Construction (1999) Ltd	\$225,000	Engineering and Public Works
38.	4903F - Supply and Delivery of Instructional Materials for Aquatics	Canadian Red Cross	\$32,000	Community Services
39.	4904F - Council Chambers Audio-Video Consulting	McSquared System Design Group	\$36,680	Information Technology
40.	4905F - Software Update License & Support	Oracle Canada ULC	\$244,857	Information Technology
41.	4906F - Implementation Services, Dog licenses and municipal ticketing	Tempest Development Group	\$137,100	Information Technology

**Contract Awards > \$25,000**  
**April 1<sup>st</sup>, 2013 to June 30<sup>th</sup>, 2013**

<i>Item</i>	<i>Contract Name and Description</i>	<i>Award</i>	<i>Amount</i>	<i>Department</i>
42.	4907F - Annual Support Contract	CSDC Systems Inc	\$59,548	Information Technology
43.	4908F - Emergency repair of Drainage Culvert at 18691 Westminster Hwy	Merletti Construction (1999) Ltd	\$28,000	Engineering and Public Works
44.	4909F - Software License from June 1, 2013 to Jan 31, 2015	Open Text Corporation	\$259,872	Information Technology
45.	4910F - Selectron WebPermits Module	Selectron	\$35,616	Information Technology
46.	4911F - Supply and Install Structural Lumber at Seine Net Loft	Penta Builders Group	\$35,950	Project Development & Facilities Services
47.	4912F - Class maintenance and support renewal April 01, 2013 to May 31, 2014	The Active Network	\$92,884	Information Technology
48.	4913F - Bylaw Prosecution Fees for 2013	JW Lees Law Corporation	\$45,000	Law and Community Safety - Bylaws
49.	4914F - Consulting Services - Railway Corridor Greenway	Hapa Landscape Architecture Collaborative	\$29,655	Community Services
50.	4915F - Supply and Delivery of Telephones	Telus Communications	\$108,122	Information Technology
51.	4916F - Design Services - Branscombe House	Hapa Landscape Architecture Collaborative	\$31,075	Community Services
52.	4917F - Annual Support and Maintenance for Tempest System April 1, 2013 - Jan 31, 2104	Tempest Development Group Inc	\$77,518	Information Technology
53.	4918F - Printing Services - Green Cart Information Kit Brochures for Environmental Services	Blanchette Press	\$34,050	Environmental Services
54.	4919F - Supply and Delivery of Submersible pressure transducer and Stainless Steel Adapters for the Radio Shop	Geo Scientific Ltd	\$53,520	Engineering and Public Works
55.	4920F - Supply and Install LED Signage connection at Steveston Fire Hall - Plan Group	Govan Brown Szeto Construction Managers	\$41,737	Project Development & Facilities Services



**Contract Awards > \$25,000**  
**April 1<sup>st</sup>, 2013 to June 30<sup>th</sup>, 2013**

<i>Item</i>	<i>Contract Name and Description</i>	<i>Award</i>	<i>Amount</i>	<i>Department</i>
56.	4921Q - Supply and Delivery of Scaffolding for Britannia Heritage Shipyards Seine Net Loft	Matakana Scaffolding BC Inc	\$41,270	Project Development & Facilities Services
57.	4922Q—Britannia Heritage Shipyards Seine Net Loft - Fire Suppression	Escape Fire Protection Ltd	\$160,895	Project Development & Facilities Services
58.	4923Q - Britannia Heritage Shipyards Seine Net Loft - Electrical Work	Jim Brookshaw Electrical installation	\$84,100	Project Development & Facilities Services
59.	4924Q - Britannia Heritage Shipyard - Framing and Structural Steel Installation	Penta Builders Group	\$74,025	Project Development & Facilities Services
60.	4925F - Annual Powder Post Beetle Remediation at Britannia Heritage Shipyards	Entech Environmental Ltd.	\$46,729	Project Development & Facilities Services
61.	4926F - INFOR (Hansen) Annual Support	Info (Canada) Ltd	\$94,376	Information Technology
62.	4927Q - Seine Net Loft upgrade Metal Guard Rail	Morph Industries Ltd	\$59,900	Project Development & Facilities Services
63.	4928Q - Life Safety Upgrade to Seine Net Loft	Impact Ironworks Ltd	\$63,700	Project Development & Facilities Services
64.	4929F - Architectural and building envelope consulting for Watermania	Hughes Condon Marler	\$27,500	Project Development & Facilities Services
65.	4930F - Fitness Services at Aquatic centres for 2013	Richmond Fitness & Wellness Association	\$131,500	Community Services
66.	4931F - Fitness and Wellness Program Instruction at Aquatic Centers for 2013 at Garrett/Pavillion	Richmond Fitness & Wellness Association	\$60,000	Community Services
67.	4932F - Production of information videos for Engineering Capital Projects	Shaka Productions	\$30,422	Engineering and Public Works

**Contract Awards > \$25,000**  
April 1<sup>st</sup>, 2013 to June 30<sup>th</sup>, 2013

68.	4944F - Design, Fabrication and Delivery of Public Art Work "Rookery and Roost: Metal Origami" at 9388 Cambie Road and 4033,4099,4133,4008,4068 and 4088 Stolberg Street	James Erick	\$130,000	Community Services
69.	4947F - Fuel Island dispensing terminal upgrade	Western Oil Services	\$37,499	Engineering and Public Works
70.	4950F - Supply and install 115m of 300mm diameter watermain on Blundell Road	Westmark Development Group	\$85,200	Engineering and Public Works



# City of Richmond

## Report to Committee

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**To:** Finance Committee

**Date:** September 27, 2013

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

**File:**

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

**Re: 2nd Quarter 2013 - Financial Information for the Richmond Olympic Oval Corporation**

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### Staff Recommendation

That the report on Financial Information for the Richmond Olympic Oval Corporation for the second quarter ended June 30, 2013 from the Controller of the Richmond Olympic Oval Corporation be received for information.

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

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

**DATE:** October 1, 2013

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

Andrew Nazareth  
Chief Financial Officer, Richmond Olympic Oval Corporation

John Mills  
Chief Operating Officer, Richmond Olympic Oval Corporation

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

**Re:** **Richmond Olympic Oval Corporation – 2<sup>nd</sup> Quarter 2013 Financial information**

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**Origin**

Section 7.3 of the Operating Agreement between the City of Richmond (the “City”) and the Richmond Olympic Oval Corporation (the “Corporation”) requires reporting with respect to business plans, budgets, audited financial statements, and quarterly comparisons of actual results to budget along with projections to fiscal year end. This staff report deals with the second quarter business plan and financial results for the 3 months ended June 30, 2013 (“Q2”) which was approved by the Corporation’s Board of Directors.

**Business Plans and Financial Results**

The Q2 results were budgeted at a net income of \$311,000 and the actual results show a net income of \$834,000, indicating a favorable variance of \$523,000 (please see page 4 for the Corporation’s statement of operations). However, as \$156,000 of this net income figure is external funding revenue received from Tourism Richmond which flows through to the Richmond Olympic Experience (ROE) project, the favourable variance is slightly less with the Corporation having still earned a net income of \$678,000 before transfers to reserves. In Q2, \$615,000 has been allocated to the reserves.

**Highlights**

Some of the highlights of the activities undertaken by the Corporation during Q2 are described below.

### Community Use

The Oval continues to attract a significant number and broad range of users from the Community. At the end of Q2, 77% of our 5,361 members were Richmond Residents. In addition to the 5,361 members, over 120 different community sport and recreation groups used the Oval facility during the second quarter. With respect to visitation for the 6 months ended June 30<sup>th</sup>, 2013, total visits to the Oval were over 370,000, which is more than an 18% increase over the same period last year. Total visitations are calculated based on the sum of the following figures: the number of paid admissions, the number of membership scans, the number of visits for those individuals in registered programs, and the number of visits from event rentals and user groups. The event rental and user group figures are based on data obtained from the clients and programmers responsible for the respective rentals. A May membership promotion increased membership usage for participants by 43%. The Oval also observed the most successful Student Summer Special pass sales to date, more than doubling the results from the previous year. The Student Summer Special pass was a 3 month membership designed for ages 25 and under.

April 2013 saw the launch of new TRX Suspension Training programs. All free demo classes were at capacity and all 6 TRX programs ran successfully, surpassing projected revenue targets. Q2 also saw a number of facility improvements to the Oval's fitness spaces, including the opening of the larger and more private Personal Training Studio and the installation of soundproof performance flooring in the Fitness Centre. The usage for the Fitness Centre increased by 12% over the same time last year to 39,989 visits per month.

### Sport Development and Events

High Performance Sport Services continues to make its mark at the Oval. Over 3,800 individual athlete training sessions were completed in Q2. These sessions included:

- Local athletes from figure skating, swimming, soccer, and hockey (Richmond Sockeyes);
- Provincial level athletes in the Canadian Sport Centre Pacific IGNITE Program and BC Fencing; and
- National level athletes from the men's & women's National Field Hockey Teams, National Wheelchair Rugby Team and Canada Beach Volleyball.

Some of the highlights of Oval trained athletes in Q2 included Nadav Dinur who qualified for the Squash Junior World Championships and the McNamara twins winning their Olympic Youth Qualification matches in beach volleyball.

Q2 continued the Oval's great start to the events season, with 17 Major events held in one 36 day period (May 25<sup>th</sup> to June 30<sup>th</sup>). These events included the 2013 Bust A Move, Corporate Champions, Crossfit Regionals, City of Richmond UROC Awards and Chevy's Safe Fun Hockey with Bobby Orr. Olympic Day, held on June 17 at the Oval, was certainly a highlight with over 3,000 Richmond school children participating in dozens of sports, many led by Canadian Olympians such as Christine Girard and Arjan Bhullar.

Sport Hosting events held in Q2 included the 2013 Can-Am Wushu Martial Arts Championship, 2013 Karate BC Provincial Championship, 2013 CrossFit Games - Western Canada Regionals and the 2013 Fencing Provincial Championship. Events secured at the Oval during Q2 include the 2013 1st Annual Pacific Coast Female Rep Hockey Classic, 2013 SportFest West and the 2014 International Wheelchair Rugby Canada Cup.

#### Governance

Meetings of the Corporation's Board of Directors and the Audit & Finance Committee took place during Q2.

#### **Summary**

For the three month period ending June 30, 2013, the Corporation budgeted a net income of \$311,000 and the actual results showed a net income of \$834,000, a favorable variance of \$523,000.

Rick Dusanj, CA  
Controller, Richmond Olympic Oval Corporation

cc: Shana Turner  
Director, Finance and Corporate Services, Richmond Olympic Oval Corporation

## RICHMOND OLYMPIC OVAL CORPORATION

### Statement of Operations

For the quarter ended June 30, 2013

Unaudited, prepared by management

	QTR 2 2013			QTR 2 2012			6 months 2013			6 months 2012		
	BUDGET	ACTUAL	Fav/(Unfav)	BUDGET	ACTUAL	Fav/(Unfav)	BUDGET	ACTUAL	Fav/(Unfav)	BUDGET	ACTUAL	BUDGET
			% Variance			% Variance			% Variance			
<b>REVENUES</b>												
2010 Games Operating Trust Fund	675,000	705,784	30,784	5%	696,159	5%	1,350,000	1,411,534	61,534	5%	1,392,319	2,700,000
Contribution from City of Richmond	786,175	786,175	-	0%	768,471	0%	1,572,350	1,572,350	-	0%	1,536,942	3,144,700
Memberships, admissions and programs	1,425,986	1,529,290	103,304	7%	1,441,495	7%	3,212,169	3,356,206	144,037	4%	2,970,936	6,126,945
Interest, ROE funding, and other (Note 1)	240,383	475,835	235,452	98%	251,368	98%	500,764	862,441	361,677	72%	487,424	1,011,531
	3,127,544	3,497,084	369,540	12%	3,157,492	12%	6,635,283	7,202,531	567,248	9%	6,387,621	12,983,176
<b>EXPENSES</b>												
Memberships, admissions, and program services	1,000,901	970,796	30,105	3%	996,871	3%	2,178,673	2,009,476	169,197	8%	1,952,575	4,254,568
Facility Operations	948,282	1,011,357	(63,075)	-7%	898,286	-7%	1,889,865	1,899,834	(9,969)	-1%	1,661,955	3,776,280
Marketing	117,167	101,868	15,299	13%	99,287	13%	201,856	188,538	13,318	7%	202,342	495,831
Admin/Finance	750,651	579,308	171,343	23%	611,093	23%	1,432,245	1,103,484	328,761	23%	1,148,354	2,905,366
	2,817,001	2,663,329	153,672	5%	2,605,536	5%	5,702,639	5,201,332	501,308	9%	4,965,227	11,432,046
<b>Net before items below</b>	310,543	833,755	523,212		551,956		932,644	2,001,199	1,068,555		1,422,394	1,551,130
ROE capital expenditure (Note 1)	-	155,644	155,644		-		-	260,598	260,598		-	-
Transfers to reserves/provisions (Note 2)	325,000	615,447	290,447		530,893		650,000	1,230,893	580,893		1,230,893	1,300,000
<b>Net after items above</b>	(14,457)	62,664	77,121		21,063		282,644	509,708	227,064		191,501	251,130

**Note 1** - Included in the \$476,000 revenue figure is \$156,000 of externally funded revenue recognized pertaining to the ROE project.

**Note 2** - In Q2, \$615,000 was transferred into reserves and provision accounts including \$600,000 into the Operating Capital Reserve Fund.

Numbers may be off due to rounding.

Also see attached comments on the results for the Second Quarter of Fiscal Year 2013.