



General Purposes Committee

Council Chambers, City Hall
6911 No. 3 Road

Monday, December 14, 2020
3:30 p.m.

Pg. # ITEM

MINUTES

GP-5 *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on November 30, 2020.*



ENGINEERING AND PUBLIC WORKS DIVISION

1. **SERVICING AGREEMENT FOR DEVELOPMENT AT 3231 NO. 6 ROAD**
(File Ref. No. 10-6060-01) (REDMS No. 6556935)

GP-11

See Page GP-11 for full report

Designated Speakers: Jason Ho & Beata Ng

STAFF RECOMMENDATION

That the Chief Administrative Officer and the General Manager, Engineering & Public Works, be authorized to execute a servicing agreement with Conwest Bridge Ltd. to install a new sanitary main within City road dedication based on the terms set out in the staff report titled "Servicing Agreement for Development at 3231 No. 6 Road", dated November 3, 2020 from the Director, Engineering.



COMMUNITY SAFETY DIVISION

2. **APPLICATION FOR A NEW FOOD PRIMARY LIQUOR LICENCE - HOTEL VERSANTE LTD. DOING BUSINESS AS: VERSANTE HOTEL, AT 8499 BRIDGEPORT ROAD, RICHMOND, B.C.**
(File Ref. No. 12-8275-30-001) (REDMS No. 6559148)

GP-15

See Page GP-15 for full report

Designated Speaker: Carli Williams

STAFF RECOMMENDATION

- (1) *That the application from Hotel Versante Ltd., doing business as Versante Hotel, for a new Food Primary Liquor Licence to operate a new restaurant at the premises located at 8499 Bridgeport Road, with liquor service, be supported for:*
- (a) *A new Food Primary Liquor Licence with total person capacity of 355 occupants;*
 - (b) *Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 2:00 AM; and*
 - (c) *Patron Participation Entertainment endorsement which ends at Midnight; and*
- (2) *That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the liquor licence application for the reasons that this new application for a Food Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.*



3. **APPLICATION FOR A NEW FOOD PRIMARY LIQUOR LICENCE - CLUB VERSANTE MANAGEMENT LTD. DOING BUSINESS AS: CLUB VERSANTE, AT GROUND FLOOR, 8400 WEST RD., RICHMOND, B.C.**
(File Ref. No. 12-8275-30-001) (REDMS No. 6551274)

GP-24

See Page GP-24 for full report

Designated Speaker: Carli Williams

STAFF RECOMMENDATION

- (1) *That the application from Club Versante Management Ltd., doing business as Club Versante, for a new Food Primary Liquor Licence to operate a new restaurant at the premises located on the ground floor at 8400 West Road, with liquor service, be supported for:*
 - (a) *A new Food Primary Liquor Licence with total person capacity of 80 occupants;*
 - (b) *Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 2:00 AM; and*
 - (c) *Patron Participation Entertainment endorsement which ends at Midnight; and*
- (2) *That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the liquor licence application for the reasons that this new application for a Food Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.*



COMMUNITY SERVICES DIVISION

4. **FEDERATION OF CANADIAN MUNICIPALITIES' GREEN MUNICIPAL FUND APPLICATION – CITY OF RICHMOND GARDEN CITY LANDS SOIL MANAGEMENT AND REMEDIATION STUDY**

(File Ref. No. 06-2345-20-GCIT1) (REDMS No. 6543930 v. 17)

GP-33

See Page GP-33 for full report

Designated Speaker: Alex Kurnicki

STAFF RECOMMENDATION

- (1) *That the Garden City Lands Contaminated Soils Management and Remediation Study proposed within the staff report titled “Federation of Canadian Municipalities’ Green Municipal Fund Application – City of Richmond Garden City Lands Soil Management and Remediation Study” dated November 18, 2020, from the Director, Park Services, be endorsed and a funding application to conduct the study be prepared and submitted to the Federation of Canadian Municipalities’ Green Municipal Fund; and*

- (2) *That the Chief Administrative Officer and General Manager, Community Services, be authorized to enter into funding agreements with the Federation of Canadian Municipalities should the project be approved for funding and that the Consolidated 5 Year Financial Plan (2021-2025) be amended accordingly.*

☐

COUNCILLOR CAROL DAY

5. **PROPERTY TAX LETTER TO PROVINCE**
(File Ref. No.)

GP-38

See Page GP-38 for materials

RECOMMENDATION

That council write to the provincial government to address concerns regarding the tax deferral program and ask for better communication with the public regarding the rules and policies and that during this COVID-19 pandemic they allow for more flexibility and forgiveness of fines when the public have misunderstood the new process.

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, November 30, 2020

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Alexa Loo (by teleconference)
Councillor Bill McNulty (by teleconference)
Councillor Linda McPhail (by teleconference)
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on November 16, 2020, be adopted as circulated.

CARRIED

COMMUNITY SERVICES DIVISION

1. **CITY EVENTS PROGRAM 2021**
(File Ref. No. 11-7400-01) (REDMS No. 6540914 v. 10)

Committee made reference to correspondence received regarding the 2021 Cherry Blossom Festival from the Organizing and Coordinating Committee (copy on file, City Clerk's Office.)

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In response to queries from Committee, Lisa Fedoruk, Program Manager 1, by teleconference, advised that if the 2021 program is approved, there would be a virtual event component to allow flexibility in case of further health regulation restrictions.

Linda Barnes, 4551 Garry Street, Chairperson, Richmond Arts Coalition, spoke in support of the staff report and read from her submission (attached to and forming part of these minutes as Schedule 1.)

Ms. Barnes, in replies to questions from Committee, noted that other opportunities for festivals should include more cultural events similar to the World Festival as an event that celebrates culture in Richmond is necessary.

It was moved and seconded

- (1) *That the City Events Program 2021 as outlined in Table 1 of the staff report titled "City Events Program 2021", dated November 4, 2020, from the Director, Arts, Culture and Heritage Services be approved for the following events:*
 - (a) *Children's Arts Festival;*
 - (b) *Richmond Cherry Blossom Festival;*
 - (c) *Neighbourhood Celebration Grants;*
 - (d) *Doors Open Richmond;*
 - (e) *Steveston Salmon Festival;*
 - (f) *Richmond Maritime Festival;*
 - (g) *Farmers' Markets; and*
 - (h) *Richmond Has Heart; and*
- (2) *That expenditures totaling \$258,000 for the City Events Program 2021 with funding of \$151,000 unused from the approved Major Events and Programs in 2020 and an additional \$107,000 from the Rate Stabilization Account be considered in the 2021 budget process.*

CARRIED

General Purposes Committee
Monday, November 30, 2020

ENGINEERING AND PUBLIC WORKS DIVISION

2. ENVIRONMENT AND CLIMATE CHANGE CANADA DISCUSSION PAPER ON PLASTICS ACTION: CITY OF RICHMOND RESPONSE
(File Ref. No. 10-6370-01) (REDMS No. 6558365 v. 4)

It was moved and seconded

That the City of Richmond response to the discussion paper titled “A Proposed Integrated Management Approach to Plastic Products to Prevent Waste and Pollution,” as outlined in Attachment 4 of the staff report titled, “Environment and Climate Change Canada Discussion Paper on Plastics Action: City of Richmond Response,” dated November 5, 2020 from the Acting Director, Public Works Operations be approved and forwarded to the Director of the Plastics and Marine Litter Division of Environment and Climate Change Canada.

The question on the motion was not called as, in response to questions from Committee, Suzanne Bycraft, Manager, Fleet and Environmental Programs, by teleconference, clarified that (i) staffs’ response to question five includes directives by other areas due to the technical aspects of the question and were included to provide more detailed information, (ii) car seats are currently not recyclable unless dismantled and staff are working with an organization to be able to support dismantling and recycling , and (iii) there is no program currently to provide recycling services for fishing gear as it is not within the City’s traditional mandate however the Steveston Harbour Authority potentially already has a program in place.

Direction was given to staff to communicate with Steveston Harbour Authority in relation to the extent of their fishing gear recycling program.

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

NOTICE OF MOTION

3. INCLUSION OF THE UN SUSTAINABLE DEVELOPMENT GOALS IN THE CITY OF RICHMOND’S ANNUAL REPORT OR OTHER ANNUAL REPORT
(File Ref. No.)

In response to questions from Committee, Peter Russell, Director, Sustainability and District Energy, by teleconference, remarked that the majority of the United Nations Sustainable Development Goals are not within City’s jurisdiction.

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It was moved and seconded

For staff to provide analysis on inclusion of the UN Sustainable Development Goals in the City of Richmond's Annual Report or other annual report basis.

The question on the referral motion was not called as discussion ensued in regards to (i) applicability of the goals at the municipal level, (ii) inclusion within the Annual Report or Council Term Goals, and (iii) reporting on strategic ways that are meaningful to Richmond citizens.

The question on the referral motion was then called and it was **DEFEATED ON A TIE VOTE** with Mayor Brodie and Cllrs. Loo, McPhail, and McNulty opposed.

4. **SIDEWALK WIDTH STANDARDS FOR ARTERIAL AND MINOR ARTERIAL ROADS**

(File Ref. No.)

Lloyd Bie, Director, Transportation, by teleconference, in response to questions from Committee, commented that sidewalk width standards can be reviewed at Council's direction.

It was moved and seconded

Staff to evaluate sidewalk width standards and report back with recommendations.

The question on the referral motion was not called as, in replies to queries from Committee, Mr. Bie, by teleconference, advised that (i) sidewalk widths were last increased through the standards around 2008, (ii) there is no difference between arterial roads and residential roads however City Centre has a wider sidewalk standard than the rest of the city, and (iii) the outstanding referral on bike lanes is expected to come to Committee in the second quarter of 2021 and staff will take all transportation infrastructure into consideration.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:51 p.m.).

CARRIED

General Purposes Committee
Monday, November 30, 2020

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, November 30, 2020.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Associate

Schedule 1 to the Minutes of the
General Purposes Committee
meeting of Richmond City
Council held on Monday,
November 30, 2020.

Linda Barnes - 4551 Garry St Richmond - Chairperson of Richmond Arts Coalition (RAC)

RAC supports the staff motion you have before you; however we also want to let Council know we would support additional festivals and/or opportunities to

showcase Richmond's vibrant cultures and provide local artists and performers with further opportunities to connect with our residents. As you can see from

the stats in the staff report, people want to participate in any way possible -whether on-line or in person. Opportunities for low-cost, authentic festivals and

events that residents can attend within their community to connect, celebrate their own or other's culture and artists are in high demand. As the Richmond

Arts Strategy Guiding Principles themes:

- Striving for EXCELLENCE
- SUSTAINABILITY to ' future-proof the arts
- Expressing CREATIVITY
- ACCESSIBILITY to arts experiences and advancing INCLUSIVITY to connect people through the arts.
- COMMUNITY-BUILDING and honouring the spirit ofReconciliation
- CELEBRATION

I urge you to -at minimum - to support the events and budget as outlined in the

staff report or even add additional events to support our residents as we all

look forward to a much healthier and better 2021.

Salmon Festival - An overview of community participation is as follows:

- Over 16,000 people viewed Richmond's content across all digital platforms, including Facebook, Instagram, Twitter and the Richmond.ca/CanadaDay web page;
- Videos were viewed over 8,000 times, including the Welcome Program, singing of O Canada and the Uzume Taiko drumming demonstration; and
- 50 submissions were received for the Home Parade contest, with over 500 votes being cast for the favourites in each of five categories.

Highlights of the Richmond Maritime Festival Re-Imagined include:

- 62 local artists, 18 artisans and 19 heritage performers featured over the 11 day festival;
- Over 46,000 people viewed the content on Facebook and Instagram;
- Approximately 6,500 video views across Facebook and YouTube;
- Over 5,100 page views on RichmondMaritimeFestival.ca;
- Over 600 contest entries were received through the @FunRichmond social media accounts to enter to win a sail on the Providence, Britannia's flagship; and
- Over 2,800 engagements (likes, comments, shares) on Facebook and Instagram, featuring exclusively positive interactions.

RAC hours for Maritime Festival: (estimate)

ED 100+ - paid & unpaid

BD 40+ -unpaid

Cheers

Linda Barnes



City of Richmond

Report to Committee

To: General Purposes Committee

Date: November 3, 2020

From: Milton Chan, P.Eng.
Director, Engineering

File: 10-6060-01/2020-Vol
01

Re: Servicing Agreement for Development at 3231 No. 6 Road

Staff Recommendation

That the Chief Administrative Officer and the General Manager, Engineering & Public Works, be authorized to execute a servicing agreement with Conwest Bridge Ltd. to install a new sanitary main within City road dedication based on the terms set out in the staff report titled "Servicing Agreement for Development at 3231 No. 6 Road", dated November 3, 2020 from the Director, Engineering.

Milton Chan, P.Eng.
Director, Engineering
(604-276-4377)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Sewerage & Drainage	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The property owner of 3231 No. 6 Road, Conwest Bridge Ltd. (“the Owner”), has requested to enter into a servicing agreement with the City to install approximately 170 meters of new sanitary main along No. 6 Road to the southwest corner of Bridgeport Road.

This report supports Council’s Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City

Enhance and protect the safety and well-being of Richmond.

1.2 Future-proof and maintain city infrastructure to keep the community safe.

This report supports Council’s Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

This report outlines the terms of the proposed servicing agreement and seeks Council approval to enter into a servicing agreement with the Owner.

Analysis

Conwest Bridge Ltd. has submitted a building permit application (BB20-897044) to construct a light industrial warehouse at 3231 No. 6 Road.

The existing sanitary line that services 3231 No. 6 Road is located within a utilities statutory right-of-way (SRW) over the neighboring property, 3300 Viking Way. This sanitary line is not suitable for servicing the new warehouse proposed at 3231 No. 6 Road, as the existing building at 3300 Viking Way has been constructed on top of the sanitary line within the utility SRW, making the existing aging sanitary main inaccessible for servicing or replacement. In order to provide sanitary servicing for the new warehouse at 3231 No. 6 Road, a new sanitary line needs to be constructed along No. 6 Road. Staff recommend entering into a servicing agreement with the Owner for the construction of the sanitary main on City road dedication as part of the Owner’s building permit application process.

The following are the key terms and conditions of the proposed servicing agreement with the Owner:

- The Owner to construct approximately 170 meters of new sanitary sewer lines on No. 6 Road and tie-in to the existing manhole at the southwest corner of Bridgeport Road, at the Owner’s cost;

- The Owner to remove existing sanitary sewer main and service connection on their property;
- The Owner to complete the works within a defined schedule as specified in the servicing agreement process;
- Prior to issuance of the Building Permit, the Owner to provide financial security for the City to complete any unfinished works, the amount of which to be determined through the servicing agreement process; and
- The Owner to indemnify the City.

Attachment 1 outlines the sanitary sewer works included in the proposed servicing agreement. Entering into the proposed servicing agreement will benefit the City by ensuring that active utility infrastructure can be accessed and maintained.

Financial Impact

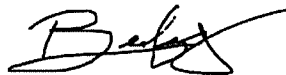
None.

Conclusion

The Owner has requested to enter into a servicing agreement with the City to remove and replace an ageing City sanitary sewer main located on their property, in order to proceed with the proposed building permit application (i.e., BB20-897044). Staff recommend support for the works and request Council approval to enter into a servicing agreement with the Owner.



Jason Ho, P.Eng.
Manager, Engineering Planning
(604-244-1281)



Beata Ng, P.Eng.
Project Engineer
(604-276-4658)

Att. 1: Proposed Infrastructure Works for 3231 No. 6 Road

Attachment 1 – Proposed Infrastructure Works for 3231 No. 6 Road





City of Richmond

Report to Committee

To: General Purposes Committee **Date:** November 18, 2020
From: Cecilia Achiam **File:** 12-8275-30-001/2020-
General Manager, Community Safety Vol 01
Re: **Application for a New Food Primary Liquor Licence - Hotel Versante Ltd.**
Doing Business As: Versante Hotel, at 8499 Bridgeport Road, Richmond, B.C.

Staff Recommendation

1. That the application from Hotel Versante Ltd., doing business as Versante Hotel, for a new Food Primary Liquor Licence to operate a new restaurant at the premises located at 8499 Bridgeport Road, with liquor service, be supported for:
 - a) A new Food Primary Liquor Licence with total person capacity of 355 occupants;
 - b) Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 2:00 AM; and
 - c) Patron Participation Entertainment endorsement which ends at Midnight; and
2. That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the liquor licence application for the reasons that this new application for a Food Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.

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

Att. 3

REPORT CONCURRENCE	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act. This report deals with an application to the LCRB and the City of Richmond by Hotel Versante Ltd., doing business as Versante Hotel, (hereinafter referred to as “Versante Hotel”) for a new Food-Primary Liquor Licence to:

- add patron participation entertainment endorsement which must end by midnight;
- establish hours of liquor service, Monday to Sunday, from 9:00 AM to 2:00 AM; and
- operate with total person capacity of 355 persons.

The City of Richmond is given the opportunity to provide written comments by way of a resolution to the LCRB with respect to the liquor licence applications and amendments. For a new Food-Primary Liquor Licence, the process requires the local government to provide comments with respect to the following criteria:

- the potential for noise;
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

This application relates to one of three licenced premises in a new hotel being built in Richmond at the corner of West Road and Bridgeport Road. One of the premises was previously approved for a Liquor Primary Licence and this report relates to one of two Food Primary Liquor Licences currently submitted for City Council approval prior to being forwarded to the LCRB for their consideration. This application relates to overall hotel operations, including conference facilities.

This report supports Council’s Strategic Plan 2018-2022 Strategy #7 A Supported Economic Sector:

Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

Analysis

Versante Hotel will be situated in a new development and will be a new business. The property is zoned High Rise Office Commercial (ZC33) – City Centre and the use of a hotel is consistent with the permitted uses in this zoning district.

With the current measures in place to prevent the spread of COVID-19, Versante Hotel is unable to host events that include patron participation. However, the City has completed the public notification process and granting the licence now will allow the business to undergo the LCRB process for approval of the Liquor Licence. When the hotel has received final approval for occupancy from the Building Approvals Department it can commence hotel operations without liquor restrictions. Once permitted by the Provincial Health Orders, Versante Hotel will be permitted to have patron participation.

The overall Occupant load of 355 persons is spread throughout the hotel and covers the ground floor restaurant with 90 persons; bar with 37 persons; the third floor with three conference rooms with 60 persons per room; and the sixth floor outdoor patio with 48 persons for the pool deck.

Versante Hotel's request for patron participation entertainment endorsement is for added amenities to the restaurant and bar on the ground floor, conference rooms on the third floor and pool deck on the sixth floor. This will permit liquor service on the pool deck, dancing, live music from time to time, which could include karaoke. This would add a greater operational flexibility to Versante Hotel.

Impact of Noise on the Community

The location of this establishment is such that there should be no noise impact on the community. The patron participation entertainment endorsement must end by midnight and the establishment should not operate contrary to its primary purpose as a food primary establishment.

Impact on the Community

The community consultation process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw No. 8951 which under Section 1.8.1 calls for:

- 1.8.1 Every **applicant** seeking approval from the **City** in connection with:
 - (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*; must proceed in accordance with subsection 1.8.2.
- 1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:
 - (a) post and maintain on the subject property a clearly visible sign which indicates:
 - (i) type of licence or amendment application;
 - (ii) proposed person capacity;
 - (iii) type of entertainment (if application is for patron participation entertainment); and
 - (iv) proposed hours of liquor service; and
 - (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on September 22, 2020 and three advertisements were published in the Richmond News newspaper on September 24, 2020, October 1, 2020 and October 8, 2020.

In addition to the advertised signage and public notice requirements, staff sent letters to businesses, residents and property owners within a 50 meter radius of the establishment. On September 24, 2020, 198 letters were sent to residents, businesses and property owners. The

letter provided information on the proposed liquor licence application and contained instructions to comment on the application. The period for commenting for all public notifications ended October 24, 2020.

As a result of the community consultative process described, the City has not received any responses opposed to this application.

Other Agency Comments

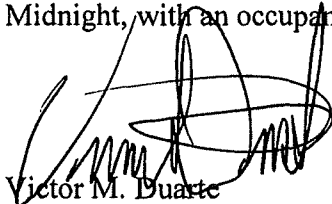
As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Building Approvals Department and the Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. As this is a brand new development and business, no concerns were raised or comments provided by Vancouver Coastal Health, Richmond RCMP, or Building Approvals Department. Richmond Fire-Rescue commented that they had no comments or concerns.

Financial Impact


None.

Conclusion

The results of the community consultation process of Versante Hotel's proposed Food Primary Liquor Licence application was reviewed based on the LCRB criteria. The analysis concluded there should be no noticeable potential impact from noise, no significant impact to the community and no comments or views from the neighboring residents, businesses or property owners. Staff therefore, recommend approval of the application from Versante Hotel to operate a Food Primary Licence with Patron Participation Entertainment Endorsement with liquor service from Monday to Sunday from 9:00 AM to next day 2:00 AM, patron participation ending at Midnight, with an occupant load of 355 persons.



Victor M. Duarte
Supervisor, Business Licences
(604-276-4389)



Carli Williams
Manager, Business Licence and Bylaws
(604-276-4136)

VMD:vmd

- Att. 1: Letter of Intent
2: Appendix A
3: Arial Map with 50 metre buffer area



Experts in liquor licensing for the success of your business

September 17, 2020

VIA COURIER

Mr. Victor Duarte
Supervisor,
Business License, Community Safety
City of Richmond
6911 No. 3 Road,
Richmond, B.C. V6Y 2C1

Dear Victor:

**Re: Application for a New Food Primary Liquor License with extended hours
to 2 am and a Patron Participation Entertainment endorsement**
At: Versante Hotel
8499 Bridgeport Road, Richmond, B.C. V6X 3C7
Applicant: Hotel Versante Ltd

The writer is assisting the above Applicant with this Application for a New Food Primary License with liquor licensing hours of 9 am to 2 am and a Patron Participation Entertainment Endorsement at Hotel Versante, 8499 Bridgeport Road, Richmond, B.C. V6X 3C7.

We have been advised by our client that the maximum factual capacity of this food primary licensed restaurant will be as follows:

VERSANTE HOTEL

GROUND FLOOR RESTAURANT AND BAR

Restaurant 90 persons including staff

Bar area 37 persons including staff

THIRD FLOOR CONFERENCE ROOMS

Conference Room 1 – 60 persons including staff

Attachment 1

Conference Room 2 – 60 persons including staff

Conference Room 3 – 60 persons including staff

SIXTH FLOOR - POOL DECK

Pool Deck area 48 persons including staff

TOTAL CAPACITY

355 persons including staff

The Liquor Branch is requesting comment from the City of Richmond for the extended hours to 2 am and also the patron participation entertainment endorsement.

The applicant is requesting the patron participation entertainment endorsement for dancing, live music from time to time in an upscale environment and that could include a live band and karaoke.

To support this application, please now see attached the following:

1. City of Richmond Application for extended hours to 2 am and a patron participation entertainment endorsement on a new food primary license.
2. Letter of Authorization for Rising Tide Consultants to act on behalf of the Applicant.
3. Liquor Branch Application for a food primary license.
4. Cheque for \$608 for the payment of the City of Richmond Application fee.

Could you please complete and sign Appendix 2 of the Liquor Branch's application for a food primary license and send that back to me via email to susan@risingtideconsultants.ca

Thanks so much for your assistance on this application.

Yours truly,

RISING TIDE CONSULTANTS



Susan Mander
Licensing Specialist

Appendix A

Re: Application for a New Food Primary Liquor Licence With Extended Hours to 2 AM and a Patron Participation Entertainment Endorsement – Hotel Versante Ltd. Doing Business As: Versante Hotel –8499 Bridgeport Rd., Richmond BC

1. That the application from Hotel Versante Ltd., doing business as, Versante Hotel, operating at, 8499 Bridgeport Rd., requesting a new Food Primary Liquor Licence for the hotel with liquor services, be supported for:
 - a) A new Food Primary Liquor Licence for primary business focus of a hotel with a patron participation entertainment endorsement for patio pool deck, dancing, live music from time to time or karaoke, with total person capacity of 355 persons;
 - b) Liquor service hours for Monday to Sunday, from 9:00 AM to 2:00 AM.
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that:
 - a) Council supports the applicants new Food Primary Liquor Licence application, and the hours of liquor service with the conditions as listed above;
 - b) The total person capacity set at 355 persons is acknowledged;
3. Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:
 - a) The impact of additional noise and traffic in the area of the establishment was considered;
 - b) The potential impact on the community was assessed through a community consultation process; and
 - c) Given that there has been no history of non-compliance with the operation, the amendment to permit patron participation entertainment endorsement under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
 - d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:
 - i) Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and

- ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns.
- e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:
 - i) The community consultation process was completed within 90 days of the application process; and
 - ii) The community consultation process did not generate any comments and views of residents, businesses and property owners.
- f) Council recommends the approval of the new Food Primary Liquor Licence with extended hours of liquor service to 2 AM and a patron participation entertainment endorsement for reasons that the addition of the endorsement proposed is acceptable to the majority of the residents, businesses and property owners in the area and the community.



11/6/2020, 9:47:03 AM

1:9,028

Lines

— Override 1

Points



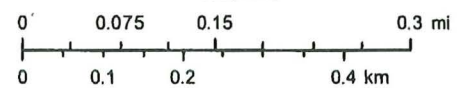
— Override 1

Areas

— Override 1

— Select properties based on spatial relation to a layer_Query result

8499 Bridgeport Rd





City of Richmond

Report to Committee



To: General Purposes Committee
From: Cecilia Achiam
General Manager, Community Safety
Date: November 18, 2020
File: 12-8275-30-001/2020-
Vol 01
Re: **Application for a New Food Primary Liquor Licence - Club Versante
Management Ltd. Doing Business As: Club Versante, at Ground Floor, 8400
West Rd., Richmond, B.C.**

Staff Recommendation

1. That the application from Club Versante Management Ltd., doing business as Club Versante, for a new Food Primary Liquor Licence to operate a new restaurant at the premises located on the ground floor at 8400 West Road, with liquor service, be supported for:
 - a) A new Food Primary Liquor Licence with total person capacity of 80 occupants;
 - b) Proposed hours of liquor sales from Monday to Sunday, from 9:00 AM to 2:00 AM; and
 - c) Patron Participation Entertainment endorsement which ends at Midnight; and
2. That a letter be sent to Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the liquor licence application for the reasons that this new application for a Food Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.


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

Att. 3

REPORT CONCURRENCE	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act. This report deals with an application to the LCRB and the City of Richmond by Club Versante Management Ltd., doing business as Club Versante, (hereinafter referred to as “Club Versante”) for a new Food-Primary Liquor Licence to:

- add patron participation entertainment endorsement which must end by midnight;
- establish hours of liquor service, Monday to Sunday, from 9:00 AM to 2:00 AM; and
- operate with a total person capacity of 80 persons.

The City of Richmond is given the opportunity to provide written comments by way of a resolution to the LCRB with respect to the liquor licence applications and amendments. For a new Food-Primary Liquor Licence, the process requires the local government to provide comments with respect to the following criteria:

- the potential for noise;
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

This application relates to one of three licenced premises in a new hotel being built in Richmond at the corner of West Road and Bridgeport Road. One of the premises was previously approved for a Liquor Primary Licence and this report relates to one of two Food Primary Liquor Licences currently submitted for City Council approval prior to being forwarded to the LCRB for their consideration. This application relates to a restaurant at Club Versante.

This report supports Council’s Strategic Plan 2018-2022 Strategy #7 A Supported Economic Sector:

Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.

Analysis

Club Versante will be situated in a new development and will be a new business. The property is zoned High Rise Office Commercial (ZC33) – City Centre and the use of a restaurant is consistent with the permitted uses in this zoning district.

With the current measures in place to prevent the spread of COVID-19, Club Versante is unable to host events that include patron participation. However, the City has completed the public notification process and granting the licence now will allow the business to undergo the LCRB process for approval of the Liquor Licence. When the tower has received final approval for occupancy from the Building Approvals Department it can commence to operate the restaurant without liquor restrictions and once permitted by the Provincial Health Orders, will be permitted to have patron participation.

Club Versante's request for a patron participation entertainment endorsement is for added amenities such as dancing and live music from time to time, which could include karaoke. This would add a greater operational flexibility to Club Versante.

Impact of Noise on the Community

The location of this establishment is such that there should be no noise impact on the community. The patron participation entertainment endorsement must end by midnight and the establishment should not operate contrary to its primary purpose as a food primary establishment.

Impact on the Community

The community consultation process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw No. 8951 which under Section 1.8.1 calls for:

1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;
must proceed in accordance with subsection 1.8.2.

1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:

- (a) post and maintain on the subject property a clearly visible sign which indicates:
 - (i) type of licence or amendment application;
 - (ii) proposed person capacity;
 - (iii) type of entertainment (if application is for patron participation entertainment); and
 - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on September 22, 2020 and three advertisements were published in the Richmond News newspaper on September 24, 2020, October 1, 2020 and October 8, 2020.

In addition to the advertised signage and public notice requirements, staff sent letters to businesses, residents and property owners within a 50 meter radius of the establishment. On September 24, 2020, 198 letters were sent to residents, businesses and property owners. The letter provided information on the proposed liquor licence application and contained instructions to comment on the application. The period for commenting for all public notifications ended October 24, 2020.

As a result of the community consultative process described, the City has not received any responses opposed to this application.

Other Agency Comments

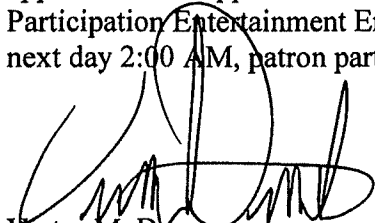
As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Building Approvals Department and the Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. As this is a brand new development and business, no concerns were raised or comments provided by Vancouver Coastal Health, Richmond RCMP, or Building Approvals Department. Richmond Fire-Rescue commented that they had no comments or concerns.

Financial Impact

None.

Conclusion

The results of the community consultation process of Club Versante's proposed Food Primary Liquor Licence application was reviewed based on the LCRB criteria. The analysis concluded there should be no noticeable potential impact from noise, no significant impact to the community and no comments or views from the neighboring residents, businesses or property owners. Staff therefore, recommend approval of the application from Club Versante to operate a Food Primary Licence with Patron Participation Entertainment Endorsement with liquor service from Monday to Sunday from 9:00 AM to next day 2:00 AM, patron participation ending at Midnight and with an occupant load of 80 persons.



Victor M. Duarte
Supervisor, Business Licences
(604-276-4389)



Carli Williams, P. Eng.
Manager, Business Licence and Bylaws
(604-276-4136)

VMD:vmd

- Att. 1: Letter of Intent
2: Appendix A
3: Arial Map with 50 metre buffer area



Experts in liquor licensing for the success of your business

September 11, 2020

VIA COURIER

Mr. Victor Duarte
Supervisor,
Business License, Community Safety
City of Richmond
6911 No. 3 Road,
Richmond, B.C. V6Y 2C1

Dear Victor:

Re: Application for a New Food Primary Liquor License with extended hours to 2 am and a Patron Participation Entertainment endorsement
At: Club Versante
8400 West Road, Richmond, B.C. V6X 1J4
Applicant: Club Versante Management Ltd

The writer is assisting the above Applicant with this Application for a New Food Primary License with liquor licensing hours of 9 am to 2 am and a Patron Participation Entertainment Endorsement at Club Versante, 8400 West Road, Richmond, B.C. V6X 1J4.

We have been advised by our client that the maximum factual capacity of this food primary licensed restaurant will be 80 persons including staff. This new food primary license will be for a restaurant on the ground floor.

The Liquor Branch is requesting comment from the City of Richmond for the extended hours to 2 am and also the patron participation entertainment endorsement.

The applicant is requesting the patron participation entertainment endorsement for dancing, live music from time to time in an upscale environment and that could include a live band and karaoke.

To support this application, please now see attached the following:

1. City of Richmond Application for extended hours to 2 am and a patron participation entertainment endorsement on a new food primary license.
2. Letter of Authorization for Rising Tide Consultants to act on behalf of the Applicant.
3. Liquor Branch Application for a food primary license.
4. Cheque for \$608 for the payment of the City of Richmond Application fee.

Could you please complete and sign Appendix 2 of the Liquor Branch's application for a food

Attachment 1

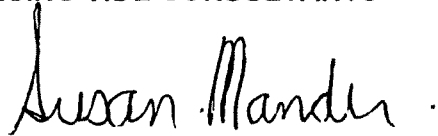
primary license and send that back to me via email to susan@risingtideconsultants.ca

Please advise when you would like payment for the City of Richmond Application fee of \$608.

Thanks so much for your assistance on this application.

Yours truly,

RISING TIDE CONSULTANTS

A handwritten signature in black ink that reads "Susan Mander". The signature is written in a cursive style with a large initial 'S' and 'M'.

Susan Mander
Licensing Specialist

Appendix A

Re: Application for a New Food Primary Liquor Licence With Extended Hours to 2 AM and a Patron Participation Entertainment Endorsement – Club Versante Management Ltd. Doing Business As: Club Versante – Ground Floor, 8400 West Rd., Richmond BC

1. That the application from Club Versante Management Ltd., doing business as, Club Versante, operating at, ground floor, 8400 West Rd., requesting a new Food Primary Liquor Licence for a restaurant with liquor services, be supported for:
 - a) A new Food Primary Liquor Licence for primary business focus of a restaurant with a patron participation entertainment endorsement for dancing, live music from time to time or karaoke, with total person capacity of 80 persons;
 - b) Liquor service hours for Monday to Sunday, from 9:00 AM to 2:00 AM.
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that:
 - a) Council supports the applicants new Food Primary Liquor Licence application, and the hours of liquor service with the conditions as listed above;
 - b) The total person capacity set at 80 persons is acknowledged;
3. Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:
 - a) The impact of additional noise and traffic in the area of the establishment was considered;
 - b) The potential impact on the community was assessed through a community consultation process; and
 - c) Given that there has been no history of non-compliance with the operation, the amendment to permit patron participation entertainment endorsement under the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
 - d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:
 - i) Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and

- ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns.
- e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:
 - i) The community consultation process was completed within 90 days of the application process; and
 - ii) The community consultation process did not generate any comments and views of residents, businesses and property owners.
- f) Council recommends the approval of the new Food Primary Liquor Licence with extended hours of liquor service to 2 AM and a patron participation entertainment endorsement for reasons that the addition of the endorsement proposed is acceptable to the majority of the residents, businesses and property owners in the area and the community.



11/6/2020, 9:04:56 AM

1:9,028

Lines

Override 2

Areas

Override 1

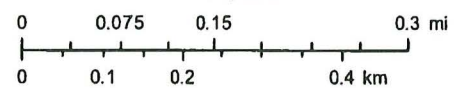
Points

Override 1

Select properties based on spatial relation to a layer _Query result

8400 West Rd

8400 West Rd





City of Richmond

Report to Committee

To: General Purposes Committee **Date:** November 18, 2020
From: Todd Gross **File:** 06-2345-20-GCIT1/Vol
Director, Parks Services 01
Re: **Federation of Canadian Municipalities' Green Municipal Fund Application – City of Richmond Garden City Lands Soil Management and Remediation Study**

Staff Recommendation

1. That the Garden City Lands Contaminated Soils Management and Remediation Study proposed within the staff report titled "Federation of Canadian Municipalities' Green Municipal Fund Application – City of Richmond Garden City Lands Soil Management and Remediation Study" dated November 18, 2020, from the Director, Park Services, be endorsed and a funding application to conduct the study be prepared and submitted to the Federation of Canadian Municipalities' Green Municipal Fund; and
2. That the Chief Administrative Officer and General Manager, Community Services, be authorized to enter into funding agreements with the Federation of Canadian Municipalities should the project be approved for funding and that the Consolidated 5 Year Financial Plan (2021-2025) be amended accordingly.

Todd Gross
Director, Parks Services
(604-247-4942)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the Parks, Recreation and Cultural Services Committee meeting held on November 26, 2019, staff received the following referral:

That Parks staff consider composting and soil remediation for the Garden City Lands at the Garden City Lands, and no compost from other facilities unless guaranteed of organic quality and free of contaminants.

The purpose of this report is to update Council on staff's efforts to further investigate remediation of the existing soil in the area identified for farming on agricultural fields on the Garden City Lands (the "Lands"). Staff will respond to the other aspects of the referral relating to composting at a later date.

This report supports Council's Strategic Plan 2018-2022 Strategy #2 A Sustainable and Environmentally Conscious City:

Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.

2.2 Policies and practices support Richmond's sustainability goals.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.4 Work cooperatively and respectfully with all levels of government and stakeholders while advocating for the best interests of Richmond.

Background

Multiple soil and groundwater investigations have been conducted at the Lands since 2001 and identified metals and hydrocarbon concentrations in soil that exceed applicable Provincial contaminated sites standards. The presence of contaminated material can be traced to past historical activities on the site.

The Garden City Lands Development Plan (the "Plan") (Attachment 1) includes approximately 16 ha (40 acres) of agricultural fields on the western half of the site. To date, the first phase consists of 2.6 ha (6.4 acres) of leased land to Kwantlen Polytechnic University (KPU) which was constructed in 2017. Imported soil was placed on the site which serves to cap the underlying contaminated parent material and provide an uncontaminated rooting zone for the field crops. KPU is presently in the final year of the three year organic certification process.

The Plan indicates an approximately 8 ha (20 acres) area on the southwest corner of the Lands which is envisioned to support future soil-based agricultural activities including community gardens, intensively managed incubator farm plots and demonstration gardens including fruit tree orchards. All future farming practices will be managed according to organic farming best practices as is currently demonstrated by KPU on their leased farm area. Due to the contamination on the site, the proposed activities can only proceed after a study investigates and delineates the extent of contamination. A study is required to guide the City's efforts to manage the existing contamination in the soil.

Analysis

Soil Management and Remediation Study

To guide the implementation of the Plan, the proposed Soil Management and Remediation Study will look at techniques to manage existing site contamination and determine the recommended soil and groundwater remediation strategy which will permit farming to proceed. It will provide staff an in-depth report on the distribution and concentrations of site contamination, evaluate various remediation options and inform the risk assessment. The study will also evaluate the environmental impacts (including greenhouse gas emission calculations) and financial viability of the chosen remedial option in comparison to traditional remediation options such as the excavation and off-site disposal of contaminated soils or the capping of impacted areas with uncontaminated imported soil (as previously implemented on the KPU farm area).

No site remediation will be conducted as part of this study; this study will only recommend the most viable remediation option(s) for implementation.

The Lands are in the Agricultural Land Reserve (ALR) and all activities, including the implementation of a soil remediation plan will require the City to gain Agricultural Land Commission (ALC) approval through the Non-Farm Use (NFU) Application process. Per the standard NFU Application process, Council will be required to approve the Application before it is forwarded to the ALC.

Federation of Canadian Municipalities' Green Municipal Fund

Staff propose to make an application to the Federation of Canadian Municipalities' Green Municipal Fund to assist in funding a Garden City Lands Soil Management and Remediation Study.

Financial Impact

The Federation of Canadian Municipalities' Green Municipal Fund, is a matching contribution grant, funding up to 50 percent of eligible costs, to a maximum of \$175,000.

It is anticipated that the study work program will take approximately three years to complete, and cost \$450,000 (see Table 1 below). Staff propose applying for the maximum available funding of \$175,000, based on the amount required to complete the Soil Management and Remediation Study and if approved by Council, that the Consolidated 5 Year Financial Plan (2021-2025) be amended accordingly.

The City will contribute matching funds from the existing 2016 Capital Budget that was approved by Council. The approved capital project has sufficient funding for the City's portion of this initiative.

Table 1. Study Project Budget

Budget Source – City of Richmond	
Garden City Lands Soil Management and Remediation Study	\$220,000
Staff Time (City Costs)	\$55,000
Total City Budget	\$275,000
Budget Source - Federation of Canadian Municipalities' Green Municipal Fund (FCM)	
FCM's Green Municipal Fund 50% Match for Project Cost	\$175,000
Total FCM Budget	\$175,000
Total Project Budget	\$450,000

Conclusion

Staff plan to begin the Garden City Lands Soil Management and Remediation Study in 2021. Staff is requesting that Council endorse a submission to the Federation of Canadian Municipalities' Green Municipal Fund, to obtain funding up to \$175,000 to support the Study. This project will aim to investigate the extent of contamination at the site and identify the best method to manage the contamination.

The actual management of contaminated material and remediation of the site will be part of a separate work-plan and remediation program. Once completed, the City plans to update the Human Health and Ecological Risk Assessment which provides a profile of the site's existing level of contamination and relative safety for human activity and the environment. Furthermore, the City will apply for a Ministry of Environment and Climate Change Strategy Land Remediation Section Certificate of Compliance. These documents will confirm the Lands have been remediated to the applicable Provincial standards governing contaminated sites and specifically, confirm agricultural production to may safely proceed on the remaining portions of the Lands designated for farming.



Alex Kurnicki
Research Planner 2
(604-276-4099)



Jason Chan
Manager, Parks Planning, Design and Construction
(604-233-3341)

Att. 1: Garden City Lands Development Plan

Garden City Lands Development Plan



City Clerk

Subject: MOTION Property tax letter to Province

From: Carol Day <carol@carolday.net>

Sent: November 30, 2020 8:24 AM

To: Day,Carol <CDay@richmond.ca>; Brodie, Malcolm <MBrodie@richmond.ca>; McPhail,Linda <LMcPhail@richmond.ca>; McNulty,Bill <BMcNulty@richmond.ca>; Steves,Harold <hsteves@richmond.ca>; Wolfe,Michael <MWolfe@richmond.ca>; Au,Chak <CAu@richmond.ca>; Loo,Alexa <ALoo@richmond.ca>

Subject: MOTION Property tax letter to Province

To Council Team

I have heard from citizens that the new PROVINCIAL property tax deferral system has caused confusion and subsequently people have been charged fines for not paying their taxes when they believed they had applied for property tax deferment.

I would like to make the following **Motion**:

That council write to the provincial government to address concerns regarding the tax deferral program and ask for better communication with the public regarding the rules and policies and that during this COVID-19 pandemic they allow for more flexibility and forgiveness of fines when the public have misunderstood the new process.

Rational:

Here is information from Ivy Wong:

Wong,Ivy

to me

Hi Carol,

I'm afraid there's not much the City can do for this taxpayer. As you are well aware, the Community Charter requires the City to charge penalties on any outstanding taxes after the penalty date. This year, the penalty date was set for October 1st. The Charter does not give municipalities the authority to waive penalties when a payment or a deferment is received after the due date.

This year, the Province centralized all the application and renewal process for the province through their online system. Municipalities are only notified of tax deferments through a daily or adhoc file that the Province produces once they have completed their review process. To ensure property owners are well aware of the changes, the following took place:

1) In late March/early April 2020, the Province sent letters to all property owners who have active deferment accounts on record with the Province. That letter advised everyone to sign up for an online etax account. Once the online etax account is set up, they can access their deferment information online, anytime. They were also advised to

This step replaces the annual tax deferment account statement that taxpayers used to receive each year from the Province. In the past, it was a paper statement that showed the property owners how much they've already deferred and the interest charges to date. Also included in the envelope, was a paper tax deferment renewal form that the taxpayer must bring to the City along with their signed home owner grant.

Some of the taxpayers did not read through the entire document and only assumed that signing up for the etax account was all that was required to defer taxes.

2) The Province rolled out the centralized eDeferment program to all tax collectors' in January 2020 for municipalities' information and to hear of the comments and feedbacks from the municipalities who actually deals with the public. Knowing that a lot of seniors require significant hand holding or assistance with filling out their tax deferment renewal forms online, municipalities suggested that we help with the transitioning to eDeferment by sending municipal staff to the seniors' centres and helping them fill out the online deferment forms. I even suggested that we request extra ipads so that we can easily entered applications and renewals for seniors who needed the assistance.

The Province specifically rejected that suggestion and told all municipalities that they should not help seniors with filling out their online application. They said that tax deferment is a loan program between the Province and the property owner and that a third party should not get involved with the legal documents or even interpreting the legal documents. They said that if the seniors have any concerns, they should call the Province directly.

3) To further remind people of the changes to the tax deferment program, the attached letter was sent from the City's Tax Department to all property owners where the properties have an active deferment account on record. It specifically gave the links to where taxpayers can apply for their tax deferment and the phone numbers to call if they have any questions or concerns.

When this letter was sent, we received numerous calls from seniors asking for clarification. We tried to clarify as much of the confusion as possible. Where the question was specific to their deferment application or their deferment account, we asked that they call the Deferment Office directly.

With the centralization of the deferment program, the City cannot check as to how many people did what this particular property owner did since the eDeferment application system is entirely with the Province. The Province will not share that information with us. The City is only sent an electronic file whenever they complete the application review process on their end for Richmond taxpayers. The file from the Province provides the application date that we must accept into our system and in turn, we provide the outstanding tax amount back to the Province so that the Province can pay on behalf of the taxpayer. If the application date is prior to our tax penalty date of October 1, 2020, no penalty is applied. If the application date is October 1st or later, penalty must be applied and the property owner should pay the penalty before we remit the tax information to the Province for payment.

Also, for your information, just because a property owner has deferred taxes once, it doesn't imply that they will defer taxes every year, or ever again. Some property owners will defer only those years when they are short of cash while others may have deferred once but decided they don't want to bother doing it again.

My advice for this individual is to call the Province and see if the Province is willing or can backdate their deferment application to when they first tried to defer their taxes. If the Province cancels the current application and resubmit it for a date prior to October 1st, we would be more than happy to reverse the penalty.

Sorry for the long explanation. Hope this gives you the information that you need.

Judy Wong

Revenue Manager

City of Richmond

604-276-4046

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Best regards,

Carol Day

Richmond City Councillor | RITE Richmond
"WORKING for the People of Richmond"

T 604.240.1986

F 604.271.5535

carol@carolday.net



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