



**General Purposes Committee  
Electronic Meeting**

**Council Chambers, City Hall  
6911 No. 3 Road**

**Monday, December 5, 2022  
4:00 p.m.**

Pg. #      ITEM

**MINUTES**

**GP-5**      *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on November 21, 2022.*



**FINANCE AND CORPORATE SERVICES DIVISION**

**1. AWARD OF CONTRACT 8054P - TELECOMMUNICATIONS SERVICES**

(File Ref. No. 04-1300-01) (REDMS No. 7002906)

**GP-45**

**See Page GP-45 for full report**

*Designated Speaker: Grant Fengstad*

**STAFF RECOMMENDATION**

- (1)**      *That contract 8054P - Telecommunications Services be awarded to TELUS Communications Company for an aggregate value of \$3,696,898, excluding taxes, for an initial contract term of six years as described in the report titled "Award of Contract 8054P – Telecommunications Services", dated October 26, 2022 from the Director, Information Technology; and*

- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract with TELUS Communications Company; and*
- (3) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the contract at the end of the original contract for a further six-year term.*



## COMMUNITY SAFETY DIVISION

- 2. **APPLICATION FOR A NEW LIQUOR PRIMARY LICENCE – BIRDIE INDOOR GOLF CENTRE LTD., DBA BIRDIE INDOOR GOLF CENTRE AT 4280 NO. 3 ROAD UNIT 120**  
(File Ref. No. 12-8275-30-001) (REDMS No. 6993027)

GP-50

See Page GP-50 for full report

*Designated Speaker: Mark Corrado*

### STAFF RECOMMENDATION

- (1) *That the application from Birdie Indoor Golf Centre Ltd., doing business as Birdie Indoor Golf Centre, new Liquor Primary Licence to operate Indoor Golf Simulation Centre at 4280 No. 3 Road Unit 120, with liquor service, be supported for:*
  - (a) *a new Liquor Primary Liquor Licence with total person capacity of 53 persons; and*
  - (b) *proposed hours of liquor sales from Sunday to Saturday, from 9:00AM to 2:00 AM.*
- (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 Liquor Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.*



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3.    **APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE # 308845 VANSHOOTS MANAGEMENT LTD., DBA REMIX RESTAURANT AND BAR AT 8300 CAPSTAN WAY UNIT 1008**  
(File Ref. No. 12-8275-30-001) (REDMS No. 6993024)

GP-65

See Page GP-65 for full report

*Designated Speaker: Mark Corrado*

### STAFF RECOMMENDATION

- (1)    *That the application from Vanshoots Management Ltd., doing business as Remix Restaurant and Bar, for an amendment to Food Primary Licence #308845, requesting an increase to their hours of liquor service from Sunday to Saturday, 9:00AM to Midnight, to Sunday to Saturday, 9:00AM to 2:00AM, be supported, and:*
- (a)    *Total person capacity currently set at 149 persons will not change.*
- (2)    *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the licence amendment for the reasons that this amendment has been determined, following public consultation, to be acceptable in the area and community.*



4.    **SOIL USE FOR THE PLACEMENT OF FILL APPLICATION FOR THE PROPERTY AT 22040 RIVER ROAD (THANDI)**  
(File Ref. No. 12-8350-05-AMANDA#) (REDMS No. 6915681)

GP-80

See Page GP-80 for full report

*Designated Speaker: Mark Corrado*

### STAFF RECOMMENDATION

*That the 'Soil Use for the Placement of Fill' application, submitted by Avtar Thandi (the "Applicant"), proposing to deposit soil for the purpose of improving the agricultural capability of the property located at 22040 River Road, be authorized for referral to the Agricultural Land Commission (ALC) for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.*



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5.      **SISTER CITY ADVISORY COMMITTEE FOUR YEAR ACTIVITY PLAN (2023-2026)**

(File Ref. No. 01-0100-30-SCIT1-01) (REDMS No. 7019421)

GP-153

See Page GP-153 for full report

*Designated Speaker: Mike Romas*

STAFF RECOMMENDATION

*That the 2023-2026 Sister City Advisory Committee Program Activity Plan be approved as described in the staff report titled “Sister City Advisory Committee Four Year Activity Plan (2023-2026)”, dated October 21, 2022, from the General Manager, Community Safety.*



### LAW AND LEGISLATIVE SERVICES DIVISION

6.      **APPOINTMENT OF ACTING CORPORATE OFFICER**

(File Ref. No. 05-1400-01) (REDMS No. 7036903)

GP-196

See Page GP-196 for full report

*Designated Speaker: Claudia Jesson*

STAFF RECOMMENDATION

*That Evangel Biason, Manager, Legislative Services, be appointed as an Acting Corporate Officer for the purposes of carrying out statutory duties prescribed in section 148 of the Community Charter in the absence of, or as directed by, Claudia Jesson, Director, City Clerk’s Office (Corporate Officer).*



### ADJOURNMENT







## General Purposes Committee

Date: Monday, November 21, 2022

Place: Council Chambers  
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:23 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on November 8, 2022, be adopted as circulated.*

**CARRIED**

### DELEGATION

1. Judy Dobrowolski, Manager, Capital Projects Communications, BC Hydro, and Antigone Dixon-Warren, Manager, Capital Projects, BC Hydro, with the aid of a presentation (Copy on file) provided the following information:
  - the purpose of the project is to relocate a section of power line which currently runs in the existing George Massey tunnel between Richmond and Delta;

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- there are 3 alternatives for relocation of the transmission line: overhead line, underground line in the proposed immersed tunnel, or separate underground line;
- there are 3 phases and currently they are in the conceptual phase; and
- technical studies of the alternatives are being done and first nations engagement is currently underway.

Committee expressed that Richmond is strongly against overhead transmission lines and prefer the lines to be underground.

In response to queries from Committee, BC Hydro staff advised that (i) many factors, such as safety, environmental impacts, reliability, cost, and maintenance, are considered, (ii) information will be shared as it becomes available, (iii) all projects are regulated through the BC Utilities Commission, (iv) the projects are paid by the ratepayers of BC and they need to show they are getting the best value, (v) overhead lines have a longer life expectancy and easier to repair than underground lines, and (vi) there have not been any major incidents with the current lines in the tunnel, but there could be potential shutdown of the tunnel for repairs with the proposed new underground lines.

Discussion took place on expressing the City of Richmond's strong preference for underground line options. Mayor Brodie referenced a joint letter from Richmond and Delta that was recently sent to the Premier of BC and the Minister of Transportation and Infrastructure expressing strong preference for an underground option for the transmission lines.

As a result of the discussion, the following **motion** was introduced:

It was moved and seconded

*That BC Hydro be advised that the strong preference of the City of Richmond on the George Massey Tunnel transmission relocation project is to have the transmission lines underground.*

**CARRIED**

## COMMUNITY SERVICES DIVISION

### 2. CITY EVENTS PROGRAM 2023

(File Ref. No. 11-7400-01/2022-Vol01) (REDMS No. 6993471 v.10)

It was moved and seconded

2.

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- (1) *That the City Events Program 2023 as outlined in Table 1 of the staff report titled “City Events Program 2023,” dated October 24, 2022, from the Director, Arts, Culture and Heritage Services be endorsed for the following events and initiatives:*
- (a) *Children’s Arts Festival;*
  - (b) *Richmond Cherry Blossom Festival;*
  - (c) *Neighbourhood Celebration Grants Program;*
  - (d) *Doors Open Richmond;*
  - (e) *Steveston Salmon Festival;*
  - (f) *Richmond Maritime Festival;*
  - (g) *Supporting food security through community-driven events; and*
  - (h) *Visioning Process for a Signature Multicultural Festival.*
- (2) *That expenditures totalling \$775,000 for the City Events Program 2023 with funding of \$73,000 from funds available in the Major Events Provision and \$702,000 from the Rate Stabilization Account be considered in the 2023 budget process.*

The question on the motion was not called as in reply to queries from Committee, staff noted that (i) the proposal for the visioning process would tie into the engagement process and some small pop up events with themes that reflect ideas around multicultural events, (ii) police and fire-rescue will be at the events but ready for deployment for emergencies, therefore there are no additional costs, and (iii) next year the sponsorships are anticipated to be at a community level.

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

**MAYOR MALCOLM BRODIE**

**3. APPOINTMENT OF COUNCIL MEMBER AS LULU ISLAND ENERGY COMPANY COUNCIL LIAISON**

It was moved and seconded

*That Councillor Michael Wolfe be appointed as the Council Liaison to the Lulu Island Energy Company.*

**CARRIED**

3.

**COUNCILLOR MICHAEL WOLFE**

**4. TRUTH AND RECONCILIATION POLICY**

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

Discussion took place on (i) colonist practices, (ii) Indigenous education, and (iii) supporting the truth and reconciliation movement.

Alisa Magnan and Katherine Myers, Richmond School Teachers, noted that:

- this policy is especially important after a recent act of vandalism at the school;
- to combat ignorance, the community must be educated;
- the City of Richmond did not provide sufficient opportunity for education on September 30<sup>th</sup>;
- City staff and Council should have mandatory training in Indigenous Cultural Competency;
- public education is important;
- a ceremony every year on National Day for Truth and Reconciliation is a step in the right direction;
- the city's policy should include a meeting with Musqueam leadership at least twice a year; and
- a petition (attached to and forming part of these Minutes as Schedule 1) was signed requesting that City Council adopt a Truth and Reconciliation Policy.

Mark Lee, Richmond resident, provided information and overview of activities undertaken by Richmond after the release of the Truth and Reconciliation report in 2015. He highlighted actions taken by other municipalities and was of the opinion that Richmond is behind in taking action. Mr. Lee urged Committee to provide the community with timelines and updates on progress.

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It was moved and seconded

*In conducting the analysis mentioned in the referral resolution of Council made on June 26, 2021, staff be specifically directed to address the implications of a Truth and Reconciliation Policy which may include the following suggestions:*

- *regular meetings with the Musqueam Council (at least semi-annually, as requested by Musqueam Councillor Howard Grant at the June 14th, 2021, City Council meeting)*
- *mandatory staff and City Council training on issues of Indigenous-specific racism and decolonization (e.g., Hummingbird Rising Consulting, Kairos Blanket Exercise)*
- *a plan to implement the Truth and Reconciliation Commission of Canada: Calls to Action, that are relevant to municipalities (#s 17, 23, 40, 43, 47, 55, 57, 64, 75, 76, 77, 82, 87, 88, 91, and 92)*
- *a plan to implement the articles of the United Nations Declaration on the Rights of Indigenous Peoples, that are relevant to municipalities (articles 11, 14, 15, and 19)*
- *honouring culturally significant sites through public identification of historical middens and archaeological sites, in consultation with the Musqueam*
- *offering annual community events in recognition of the National Day for Truth and Reconciliation*
- *including Indigenous history on the City of Richmond's "History of Richmond" webpage*
- *appoint a committee or task force or a person in charge of addressing Indigenous issues (e.g., Indigenous Relations Manager).*

The question on the referral motion was not called as Committee requested that a survey of what other organizations and agencies, including the Richmond School Board, are doing with regard to Truth and Reconciliation be included in the report back.

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

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (5:23 p.m.).*

**CARRIED**

5.

**General Purposes Committee**  
**Monday, November 21, 2022**

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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 21, 2022.

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Mayor Malcolm D. Brodie  
Chair

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Sarah Goddard  
Legislative Services Associate

## **Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy**

This petition will be presented to the mayor and city councillors of Richmond, British Columbia in November, 2022. Signing this petition will demonstrate the importance of Truth and Reconciliation in Richmond to our City Council.

In contrast to our neighbouring municipalities, there has been very little action towards Truth and Reconciliation by the city of Richmond. The last 200 years of colonialism in Canada have caused significant harm to Indigenous Peoples and it is up to all Canadians to do our part to make it better. Indigenous people, particularly the Musqueam, are part of our city and our history and we need to honour them.

We call upon the City of Richmond to create, adopt, and publish a Truth and Reconciliation policy, such as the Reconciliation Framework adopted in Vancouver in 2014\*, that includes, but is not limited to the following:

- implementing the Truth and Reconciliation Calls to Action that are relevant to municipalities (<https://www.ubcm.ca/policy-areas/reconciliation-relationships>)

- adopting the United Nations Declaration on the Rights of Indigenous Peoples as the city's framework for reconciliation (<https://www2.gov.bc.ca/gov/content/governments/indigenous-people/new-relationship/united-nations-declaration-on-the-rights-of-indigenous-peoples>)

- honouring Indigenous cultural significance by publicly identifying historical sites (eg. Garry Point, midden near Spul'u'kwuks Elementary School)

- including Indigenous history on the city of Richmond's History of Richmond webpage (<https://www.richmond.ca/discover/about/history.htm>)

- leading an annual event in recognition of the National Day for Truth and Reconciliation and raising an orange flag at city hall to honour the children whose lives were lost

- including a land acknowledgement on the city website and before council meetings

- providing opportunities for residents and visitors to learn about the First Peoples of Richmond throughout our community (signage in hənqəminəm, informational plaques at historic sites, inviting presenters and speakers from Musqueam to be a part of city celebrations and observances, etc.)

- participating in and providing educational opportunities to city staff and Richmond residents, such as the Kairos Blanket Exercise, to understand the harmful effects of Canada's colonial history (<https://www.kairosblanketexercise.org>)

- including Indigenous stakeholders in decision-making

\*For reference, Vancouver's Reconciliation Policy can be found at <https://vancouver.ca/people-programs/reconciliation-policy.aspx>

Thank you for signing this petition!  
Alisa Magnan and Katherine Myers, Richmond Elementary

**GP – 11**

**Schedule 1 to the Minutes of the General  
Purposes Committee meeting of  
Richmond City Council held on  
Monday, November 21, 2022.**

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Alisa Magnan</b>	Richmond			Canada	2022-10-21
<b>Aviva Magnan</b>	Richmond		V6X	Canada	2022-10-21
<b>Katherine Myers</b>	Richmond		V7C	Canada	2022-10-21
<b>Wendy Swain</b>	Richmond		V7A	Canada	2022-10-21
<b>Nicole Leclerc</b>	Richmond		V6X	Canada	2022-10-21
<b>Sandip Rakhra</b>	Burnaby		V5H	Canada	2022-10-21
<b>Marc Magnan</b>	Richmond		V7e5e6	Canada	2022-10-21
<b>Julie Shannon</b>	Surrey		V3W	Canada	2022-10-21
<b>Violet Ridley</b>	Richmond		V6X	Canada	2022-10-21
<b>Chad West</b>	Vancouver		V6B	Canada	2022-10-21
<b>Sophie Mesotopitis</b>	Richmond		V7E2k3	Canada	2022-10-21
<b>Ora Frenkel</b>	Richmond		V7C	Canada	2022-10-21
<b>Bernice Lau</b>	Richmond		V6Y	Canada	2022-10-21
<b>Carla Rubin</b>	Richmond		V6X	Canada	2022-10-21
<b>Tannis Tapley</b>	Delta		V4E1V1	Canada	2022-10-21
<b>chris shannon</b>	Surrey		V3W	Canada	2022-10-21
<b>Orly Irmin</b>	Richmond		V6Y	Canada	2022-10-21
<b>sheena chyen</b>	Richmond		V6Y	Canada	2022-10-21
<b>Isabel Chan</b>	Richmond		V7E 6B4	Canada	2022-10-21
<b>Nora Stogan</b>	Vancouver		V6N	Canada	2022-10-21
<b>Chaslynn Gillanders</b>	Vancouver		V6B	Canada	2022-10-21
<b>mark klarenbach</b>	Edmonton		T6H 5G5	Canada	2022-10-21
<b>Kerong Lin</b>	Vancouver		V6N	Canada	2022-10-21
<b>Jennifer Bourque</b>	Richmond		V7c1j6	Canada	2022-10-21
<b>Esther Stewart</b>	Richmond		V7C1P2	Canada	2022-10-21
<b>Karina Reid</b>	Vancouver		V5R	Canada	2022-10-21
<b>June Kaiser</b>	Richmond		V6X	Canada	2022-10-21
<b>Heather Larson</b>	Richmond		V7E	Canada	2022-10-21
<b>Jenna Miles</b>	Dartmouth		B2V 2K2	Canada	2022-10-21
<b>Keefer Pelech</b>	Richmond		V7A2Y6	Canada	2022-10-21
<b>Stephanie Smith</b>	Richmond		V6X	Canada	2022-10-21



# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Ming Lee</b>	Richmond		V7A4E1	Canada	2022-10-21
<b>R Kawamoto</b>				Canada	2022-10-21
<b>Tracy Humphreys</b>	Victoria		V8S1H9	Canada	2022-10-21
<b>Colleen Glynn</b>	Richmond		V6X	Canada	2022-10-21
<b>Steven LaRocca</b>	Richmond		V7E6N6	Canada	2022-10-21
<b>Michael Burke</b>	Vancouver		V5S	Canada	2022-10-21
<b>David Yang</b>	Richmond		V6Y	Canada	2022-10-21
<b>Sara Faratim</b>	Surrey		V3R	Canada	2022-10-21
<b>Alex Sagert</b>	Richmond		V7E	Canada	2022-10-21
<b>Patrick Fisher</b>	Richmond		V7E1H9	Canada	2022-10-21
<b>Barbara Nider</b>	Richmond		V6X	Canada	2022-10-22
<b>Heather Fitzgerald</b>	Richmond		V6X	Canada	2022-10-22
<b>Edward Mulderrig</b>	Richmond		V7C1P2	Canada	2022-10-22
<b>Elena Felgar</b>	Richmond		V7E	Canada	2022-10-22
<b>Mona Mendel</b>	Richmond		V6Y	Canada	2022-10-22
<b>Lenore Black</b>	Markham		L3R	Canada	2022-10-22
<b>Lucy Luo</b>	Vancouver		V6K	Canada	2022-10-22
<b>Allison Buss</b>	Vancouver		V5T	Canada	2022-10-22
<b>Deborah Green</b>	Richmond		V6X 3G2	Canada	2022-10-22
<b>Meena Sandhu</b>	Richmond		V6X	Canada	2022-10-22
<b>Kamai Tsang</b>	Vancouver		V5V	Canada	2022-10-22
<b>Sandy Birch</b>	Vancouver		V6A 2B8	Canada	2022-10-22
<b>Natalie Ingham</b>	Richmond		V7E	Canada	2022-10-22
<b>Krystle Eng</b>	Vancouver		V5Z 2Y2	Canada	2022-10-22
<b>Wendy Tsui</b>	Surrey		V3W	Canada	2022-10-22
<b>VICTORIA GAVRILOVA</b>	Richmond		V6Y	Canada	2022-10-22
<b>Daniel Farrugia</b>	Richmond		V6X	Canada	2022-10-22
<b>Sara Shams</b>	Toronto		M5J	Canada	2022-10-22
<b>Kevin Nider</b>	Richmond		V7E	Canada	2022-10-22
<b>Alli Ridley</b>	Vancouver		V6B	Canada	2022-10-22
<b>yalda mahboubi</b>	vancouver		v6j 1h9	Canada	2022-10-22

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Karrie Beauchamp</b>	Vancouver		V5X	Canada	2022-10-22
<b>Joanna Karaplis</b>	Richmond		V7C	Canada	2022-10-22
<b>Shoshana Ben david</b>	Richmond		V7A	Canada	2022-10-22
<b>Krista Smith</b>	Airdrie		T4B 2L2	Canada	2022-10-22
<b>Tess Wood</b>	Richmond		V6X	Canada	2022-10-22
<b>Esther Khor</b>	Vancouver		v5P	Canada	2022-10-22
<b>Noel Leclerc</b>	Richmond		V7A	Canada	2022-10-22
<b>Sabine yep</b>	Richmond		V7E	Canada	2022-10-22
<b>Ann Elise Trott</b>	Richmond		V7E	Canada	2022-10-22
<b>Michelle Trigardi Knox</b>	Surrey		V3W	Canada	2022-10-22
<b>Phoebe Jones</b>	Richmond		V7E	Canada	2022-10-22
<b>Soroush Khazraei</b>	Edmonton		T6E4G7	Canada	2022-10-22
<b>Kathy Breen</b>	Richmond		V7C	Canada	2022-10-22
<b>Mojdeh Hashemi</b>	Calgary		T2K 0H7	Canada	2022-10-22
<b>Laurie David</b>	Vancouver		V6B	Canada	2022-10-23
<b>Neda Faezi</b>	Toronto		M4V	Canada	2022-10-23
<b>Revi Arad</b>	Richmond		V7E	Canada	2022-10-23
<b>Corey Leclerc</b>	Winnipeg		R3G	Canada	2022-10-23
<b>Judy Ho</b>	Richmond		V6X	Canada	2022-10-23
<b>Danielle Robertson</b>	Richmond		V7A	Canada	2022-10-23
<b>Denis De Jong</b>	Ottawa		K2R 1E2	Canada	2022-10-23
<b>roger moore</b>	Surrey		V3S	Canada	2022-10-23
<b>Ahmad Khoshkholgh</b>	Toronto		M4P	Canada	2022-10-23
<b>Sebastian Lora</b>	Richmond		V7E 5B6	Canada	2022-10-23
<b>Aida Modiri</b>	Toronto		M5A	Canada	2022-10-23
<b>Rob Raymond</b>	Holden AB		T0B - 2CO	Canada	2022-10-23
<b>Manik Gupta</b>	Quesnel		V2J	Canada	2022-10-23
<b>Cam Kin</b>	North York		M2K	Canada	2022-10-23
<b>Liz Huhn</b>	Richmond		V7A4P9	Canada	2022-10-23
<b>Yasmin Alkalay</b>	Richmond		V6X	Canada	2022-10-23
<b>Marie-Claude Baird</b>	Ottawa		K1G5C6	Canada	2022-10-23

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Elaheh mahjoob</b>	North Vancouver		V7N	Canada	2022-10-23
<b>Theresa Kim</b>	Hamilton		L8E	Canada	2022-10-23
<b>Elliot Smith</b>	Cold place		V6H	Canada	2022-10-23
<b>clement munusami</b>	Brampton		L6P	Canada	2022-10-23
<b>Susan Leilleyoun</b>	Richmond Hill		L4C	Canada	2022-10-23
<b>Craig Nider</b>	Vancouver		V5N	Canada	2022-10-23
<b>Michael Makarian</b>	Burnaby		V5A	Canada	2022-10-23
<b>Richelle Walliser</b>	Richmond		V6Y	Canada	2022-10-23
<b>Michelle Li</b>	Richmond		V7E	Canada	2022-10-23
<b>Minoo Javadi</b>	Vancouver		V6H	Canada	2022-10-23
<b>Jessica Lind</b>	Richmond		V6X	Canada	2022-10-23
<b>Lindsey Phillips</b>	Richmond		V7E6J7	Canada	2022-10-23
<b>Amanda Sinclair</b>	Richmond		V7C	Canada	2022-10-23
<b>Kathleen Dwernychuk</b>	Richmond		V7E1K5	Canada	2022-10-23
<b>Lyndsay Scott</b>	Richmond		V6e6j7	Canada	2022-10-23
<b>Amanda Milne</b>	Richmond		V6Y	Canada	2022-10-23
<b>Neela Wickberg</b>	Richmond		V7E	Canada	2022-10-23
<b>Doanh MacDonald</b>	Vancouver		V5P	Canada	2022-10-23
<b>Chris Dinnell</b>	Richmond		V6Y	Canada	2022-10-23
<b>Yoriko Oki</b>	Richmond		V6V 2T3	Canada	2022-10-23
<b>Tricia Azzopardi</b>	Bowmanville		L1C4Z2	Canada	2022-10-23
<b>Shawn Halperin</b>	Richmond		V7C5H8	Canada	2022-10-23
<b>Janet Ragetli</b>	Richmond		V7C	Canada	2022-10-24
<b>Janet Halperin</b>	Richmond		V7C	Canada	2022-10-24
<b>Raymond Valadkhani</b>	Toronto		M3A	Canada	2022-10-24
<b>Aaiez Syed</b>	Etobicoke		M9R	Canada	2022-10-24
<b>altssa mcgonigal</b>	Red Deer		T4N	Canada	2022-10-24
<b>Sabrina Bhojani</b>	Richmond		V6X	Canada	2022-10-24
<b>Shaho Hoseanpanahi</b>				Canada	2022-10-24
<b>Lucilla Hargreaves</b>	Richmond		V7C	Canada	2022-10-24
<b>Sam Abadi</b>	Aurora		L4G	Canada	2022-10-24

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Louise Belsey</b>	Richmond		V7E	Canada	2022-10-24
<b>Sharon Derksen</b>	Nanaimo		V9v 1n7	Canada	2022-10-24
<b>Stefanie Michelsen</b>	Sherbrooke		J1L	Canada	2022-10-24
<b>Neda Mihandoust</b>	Markham		L3T	Canada	2022-10-24
<b>Olivia Parker</b>	Ottawa		K1C5G2	Canada	2022-10-24
<b>Simin Richardson</b>	North Vancouver		V7L	Canada	2022-10-24
<b>Elana van Veen</b>	Richmond		V7C	Canada	2022-10-24
<b>Elaina Coblin</b>	Vancouver		V5N	Canada	2022-10-24
<b>Shannon Tilton</b>	Richmond		V7C	Canada	2022-10-24
<b>Julia Nickerson</b>	Richmond		V7E	Canada	2022-10-24
<b>Glenda Casasempere</b>	Richmond		V7C	Canada	2022-10-24
<b>Stacey Mennie</b>	Richmond		V7e	Canada	2022-10-25
<b>Edith Lau</b>	Vancouver		V6b 0h7	Canada	2022-10-25
<b>Penny Leggo</b>	Richmond		V6Y	Canada	2022-10-25
<b>Natasha Cham</b>	Richmond		V7E	Canada	2022-10-25
<b>Talia G</b>	Richmond		V6Y	Canada	2022-10-25
<b>Richard Myers</b>	Richmond		V7E	Canada	2022-10-25
<b>Melvin Bauer</b>	Richmond		V7C	Canada	2022-10-25
<b>David Gordon</b>	Richmond		V6Y	Canada	2022-10-25
<b>Lindsay Macool</b>	Delta		V4C	Canada	2022-10-25
<b>Sarah Gordon</b>	Richmond		V6Y	Canada	2022-10-25
<b>Jessica Szeto</b>	Burnaby		V5H	Canada	2022-10-25
<b>Katherine Odermatt</b>	Delta		V4C 3V4	Canada	2022-10-25
<b>Dan Myers</b>	Vancouver		V5H	Canada	2022-10-25
<b>Emma Wills</b>	Vancouver		V5R5Z5	Canada	2022-10-25
<b>Ronda Nistor</b>	Vancouver		V5X	Canada	2022-10-25
<b>Raheleh Salehi Mojarad</b>	Calgary		T3G 3N4	Canada	2022-10-25
<b>Parinaz Amorazodi</b>	Thornhill		L4c	Canada	2022-10-25
<b>Sean Meshkin</b>	Kitchener		N2E	Canada	2022-10-25
<b>Azin Nassiri</b>	Toronto		M2N	Canada	2022-10-25
<b>Alireza Mirlamee</b>	North Vancouver		V7M	Canada	2022-10-25

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
Amy Phillips	Victoria		V8S	Canada	2022-10-25
Anahita Naderkhamseh	North York		M2N	Canada	2022-10-25
Hala Abou-elnour	Edmonton		T6W	Canada	2022-10-25
Behrouz Alidadi	Toronto		M6H	Canada	2022-10-25
Ahmad Zolfagharian	West Vancouver		V7S	Canada	2022-10-25
Nahid Bandi	Calgary		T3S	Canada	2022-10-25
Sara Noble	Brampton		L6P1V3	Canada	2022-10-25
Alireza Moayeri	Richmond Hill		L4C6e9	Canada	2022-10-25
khalid Mahmood	brampton		l6v4p7	Canada	2022-10-25
Hadi Ebrahimi	Coquitlam		V3E3J7	Canada	2022-10-25
Daniel Gamba-Hernand	Edmonton		T6W 3B5	Canada	2022-10-25
Safeer Malik	Brampton		L6Z	Canada	2022-10-25
Gol Shah	Grand Forks		V0H	Canada	2022-10-25
Germán Camacho	Calgary		T3H	Canada	2022-10-25
Aamdra Currie Shearer	Richmond		V7E	Canada	2022-10-25
Mousa Khodadadi	Prince George		V2M	Canada	2022-10-25
mousa khodadadi	Vancouver		V6A	Canada	2022-10-25
Nima Ashouri	North Vancouver		V7H	Canada	2022-10-25
Fernanda Ledesma	Richmond		V6Y	Canada	2022-10-25
Matthew Shepherd	Calgary		T3G	Canada	2022-10-25
Heather Jobe	Calgary		T3A 6L4	Canada	2022-10-25
Mark Maiorana	London		N6G	Canada	2022-10-25
Zahra TM	Calgary		T2z0m6	Canada	2022-10-25
Mehrdad Rostami	Aurora		L4G	Canada	2022-10-25
Mohammad Javad Tavv	Vancouver		V7S	Canada	2022-10-25
Marjan Mghadam	Mississauga		L4C	Canada	2022-10-25
Bany Irani	Vancouver		V7Y	Canada	2022-10-25
Elham Norouzi	Toronto		M6G	Canada	2022-10-25
Farzane Ariyaii	Vancouver		V7Y	Canada	2022-10-25
Jeff Tyson	Vancouver		V5K	Canada	2022-10-25
Jamie Hudson	Richmond		V7E	Canada	2022-10-25

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Jenn Pun</b>	Richmond		V7C	Canada	2022-10-25
<b>Yaryna Shulyak</b>	Richmond		V7C	Canada	2022-10-25
<b>James T</b>	Richmond		v6x1m1	Canada	2022-10-25
<b>Donna Breukelman</b>	Richmond		V6V2A9	Canada	2022-10-25
<b>Felicia Erickson</b>	Richmond		V7C	Canada	2022-10-25
<b>Susie Sadoff</b>	Richmond		V7C	Canada	2022-10-26
<b>Barbra Tom</b>	Langley		V3A	Canada	2022-10-26
<b>Rachelle Cosco</b>	Richmond		V6X	Canada	2022-10-26
<b>Daniel Camp</b>	Richmond		V6Y	Canada	2022-10-26
<b>Nancy Rowe</b>	Richmond		V7C	Canada	2022-10-26
<b>Tanya Tavor</b>	New Westminster		V3M	Canada	2022-10-26
<b>Janice Lazarus</b>	Richmond		V7C	Canada	2022-10-26
<b>Lori Dublanica</b>	Richmond BC		V7C 5N3	Canada	2022-10-26
<b>Lorna Mertz</b>	Richmond		V7E4X3	Canada	2022-10-26
<b>Evan Dunfee</b>	Richmond		V7C	Canada	2022-10-26
<b>Linda Stein</b>	Richmond		V3H	Canada	2022-10-27
<b>John Kurian</b>	Richmond		V7C	Canada	2022-10-27
<b>Rachelle Loudon</b>	Vancouver		V5P	Canada	2022-10-27
<b>Joyce Wong</b>	Vancouver		V5P	Canada	2022-10-27
<b>Janessa Murao</b>	Vancouver		V6H	Canada	2022-10-27
<b>Nick Arlidge</b>	Vancouver		V5V	Canada	2022-10-27
<b>Sydney Burstein</b>	Vancouver		V6P	Canada	2022-10-27
<b>Sally Mah</b>	Richmond		V7e1k5	Canada	2022-10-27
<b>Kirby Marchant</b>	Cranbrook		V1C	Canada	2022-10-27
<b>Lynn Flowers</b>	Richmond		V7E4J4	Canada	2022-10-27
<b>mary miller</b>	Richmond		V7C	Canada	2022-10-27
<b>Taylor Smith</b>	Richmond		V6Y	Canada	2022-10-27
<b>Angela Vong</b>	Surrey		V4A	Canada	2022-10-27
<b>Brenddan Mccooey</b>	Vancouver		V5P	Canada	2022-10-27
<b>Kirn Sanghera</b>	Richmond		V6v1g3	Canada	2022-10-27
<b>Amira Nijjar</b>	Vancouver		V5X	Canada	2022-10-27

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Laurel Mitchell</b>	Vancouver		V5N	Canada	2022-10-27
<b>Tiagra Desrochers</b>	Calgary		T2X	Canada	2022-10-27
<b>Kathryn Asuncion</b>	Surrey		V4A	Canada	2022-10-27
<b>Sonia Stanton</b>	Langley		V2Y	Canada	2022-10-27
<b>Sarah da Costa</b>	New Westminster		V3M	Canada	2022-10-27
<b>Louisa L</b>	Vancouver		V5R	Canada	2022-10-28
<b>Sandra Wolinsky</b>	Richmond		V7C 4R3	Canada	2022-10-28
<b>Steven McLean</b>	Richmond		V7E4J5	Canada	2022-10-28
<b>Sunny Sidhu</b>	Vancouver		V5V	Canada	2022-10-28
<b>Troy Hardwick</b>	Vancouver		V6P	Canada	2022-10-28
<b>Karah McMaster</b>	Saskatoon		S7W	Canada	2022-10-28
<b>Indradip Sethi</b>	Kitchener		N2N	Canada	2022-10-28
<b>Maya Sidhu</b>	Richmond		V7E	Canada	2022-10-28
<b>Mehrnoush Emamiamir</b>	Saskatoon		S7W	Canada	2022-10-28
<b>Nicole Iaci</b>	Richmond		V6X1W8	Canada	2022-10-28
<b>Wyatt Garvin</b>	toronto		m6g3r4	Canada	2022-10-28
<b>Baran Norouzian</b>	Burnaby		V5E	Canada	2022-10-28
<b>Michael Bisaga</b>	Richmond, BC		V7E4J5	Canada	2022-10-28
<b>Mojdeh Ghafghazi</b>	North York		M2M	Canada	2022-10-28
<b>Charley M</b>	Aurora		L4G	Canada	2022-10-28
<b>Mary Asadi</b>	Vancouver		V6G	Canada	2022-10-28
<b>Farrukh Farooqui</b>	Surrey		V3X	Canada	2022-10-28
<b>Corbin Elliot</b>	Guelph		N1E 6M2	Canada	2022-10-28
<b>Mohammad Ramezani</b>	Halifax		B3H	Canada	2022-10-28
<b>Harneet Kaur</b>	Brampton		L6y4w3	Canada	2022-10-28
<b>Katelynn Kamachi</b>	Coquitlam		V3E	Canada	2022-10-28
<b>Colleen Herosian</b>	Winnipeg		R2Y 2K5	Canada	2022-10-28
<b>Kaitlyn Hemmingsen</b>	Saskatoon		S7K	Canada	2022-10-28
<b>Renee Agg</b>	Peachland		V0H1X7	Canada	2022-10-28
<b>Ann Kramer</b>	Richmond		V6Y	Canada	2022-10-28
<b>celeste Hill</b>	Picton		K0k2t0	Canada	2022-10-28

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
Nazila Kimiaee	Vancouver		V7S	Canada	2022-10-28
Winn Z	Richmond		V6Y	Canada	2022-10-28
Ella Ehimuan	Brampton		L6S	Canada	2022-10-28
Jane Armstrong	New Westminster		V3L 5V6	Canada	2022-10-28
Rowena Bridson	Richmond		V7E 6J5	Canada	2022-10-28
Mahmood Nuthoo	Etobicoke		M9V	Canada	2022-10-28
Salileh Dabouei	Port Coquitlam		V3B	Canada	2022-10-28
Cheryl Neufeld	Richmond		V6X	Canada	2022-10-28
Darakhshan Qazalbash	Brampton		3e+09	Canada	2022-10-28
parisa ghaemi	north vancouver		v7p3g4	Canada	2022-10-28
Brooke Smith	Beauséjour		R0E	Canada	2022-10-28
Livia Greschner				Canada	2022-10-28
Madison Kirkham	Surrey		V4N	Canada	2022-10-28
Randal Land	Langley		V2Y0N6	Canada	2022-10-28
SAMIRA AD	WEST Vancouver		V7V 2E6	Canada	2022-10-28
Masume Azizi	Calgary		T2C	Canada	2022-10-28
yusra khan	Toronto		M3A	Canada	2022-10-28
V M	Vancouver		V6E	Canada	2022-10-28
Lalita Nault	Edmonton		T5H 0C3	Canada	2022-10-28
Michelle Bravo	Mississauga		L4T	Canada	2022-10-28
Fransiss Keristoufi	London		N5X	Canada	2022-10-28
Saeid Kozegari	Toronto		M5J	Canada	2022-10-28
Ibrahim PEREK	Toronto		M4T2B9	Canada	2022-10-28
Allan Roach	Quebec		Gil 2y5	Canada	2022-10-28
Lily Rego	Brampton		L6R	Canada	2022-10-28
Nadereh Daliri	Mississauga		L5M	Canada	2022-10-28
Giju John	Brampton		L6R	Canada	2022-10-28
Taylor Loft	Dundas		L9H	Canada	2022-10-28
Diana Meuret	Ottawa		K2P	Canada	2022-10-28
amnah syeda	milton		I9t0I6	Canada	2022-10-28
Shohreh Saleki	Aurora		L4G	Canada	2022-10-28



Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Azam Goudarzi</b>	Newmarket		L3Y	Canada	2022-10-28
<b>Melanie Webb</b>	Guelph		N1K	Canada	2022-10-28
<b>Oluwafemi Daniel Majel</b>	Toronto		M4R	Canada	2022-10-28
<b>Tanya Tripathi</b>	Halifax		B3L	Canada	2022-10-28
<b>Ana Rorhenburg</b>	Williamswood		B3V	Canada	2022-10-28
<b>Goli Aslani</b>	Richmond Hill		L4C	Canada	2022-10-28
<b>Neela B8gdeli</b>	Richmond Hill		L4E	Canada	2022-10-28
<b>Nathan You</b>	Nepean		K2J	Canada	2022-10-28
<b>Dawn Balfour</b>	Barrie		L4M 2Y8	Canada	2022-10-28
<b>Sally ElSharif</b>	Halifax		B3N	Canada	2022-10-28
<b>Judy Bruce</b>	Wasaga Beach		L9Z 2B1	Canada	2022-10-28
<b>Philip Kim</b>	Calgary		T3L 1z1	Canada	2022-10-28
<b>Hurriya Khan</b>	Toronto		M6R	Canada	2022-10-28
<b>Anne Hazon</b>	Richmond		V7E 1J8	Canada	2022-10-28
<b>Lynda Hoogendoorn</b>	Mississauga		L5M 6B7	Canada	2022-10-28
<b>Miryam Wedyaswari</b>	Halifax		B4B	Canada	2022-10-28
<b>Ivannia Salazar</b>	Toronto		M4P	Canada	2022-10-28
<b>Brittany Neadow</b>	Calgary		T3G	Canada	2022-10-28
<b>Marilyn Meloche</b>	Aurora		L4G 5X1	Canada	2022-10-28
<b>Josephine Demetriou</b>	Calgary		T3L	Canada	2022-10-28
<b>Dale McCall</b>	Dollard-Des Ormeaux		H9H 1Z6	Canada	2022-10-28
<b>setare soniya</b>	Halifax		B3K	Canada	2022-10-28
<b>yuan jiang</b>	Richmond		V6X 4L3	Canada	2022-10-28
<b>Bhaskar Darji</b>	Markham		L3P	Canada	2022-10-28
<b>Potato P</b>	Toronto		M5P	Canada	2022-10-28
<b>Emily Almero</b>	Montréal		H4V	Canada	2022-10-28
<b>Christopher Stimson</b>	Akron		44313	Canada	2022-10-28
<b>Tony Kuang</b>	Toronto		m 8v2 y 5	Canada	2022-10-28
<b>Namyoung Kim</b>	Calgary		T3M	Canada	2022-10-28
<b>Nhi Tran</b>	Halifax		B3H	Canada	2022-10-28
<b>Gabriela Moutal</b>	Richmond		V7C 4W2	Canada	2022-10-28

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Justine Gerwing</b>				Canada	2022-10-28
<b>Kerry Mewhort</b>	Oliver		VoH 1T0	Canada	2022-10-28
<b>Stella Carter</b>	Toronto		M6G	Canada	2022-10-28
<b>Mehdi Hashemi</b>	Toronto		M9N	Canada	2022-10-28
<b>NaaDee Moh</b>	North Vancouver		V7P 3K5	Canada	2022-10-28
<b>Saeed Sabetsaeedi</b>	Vancouver			Canada	2022-10-28
<b>Julia Sorra</b>	Toronto		M4C	Canada	2022-10-28
<b>Cassandra James</b>				Canada	2022-10-28
<b>Leila Partovi</b>	Fredericton		E3B	Canada	2022-10-28
<b>Rachel Ward</b>	Pefferlaw		L0E	Canada	2022-10-28
<b>cindy seo</b>	muse2500		t0j 0b0	Canada	2022-10-28
<b>Mahtab Khaki</b>	Quebec			1 Canada	2022-10-28
<b>Barb George</b>	Colchester		B0M 1I0	Canada	2022-10-28
<b>Mel Ryan Ryan</b>	Windsor		N9J	Canada	2022-10-28
<b>Atousa Azarbaee</b>	Scarborough		M1G	Canada	2022-10-28
<b>Paul Crivea</b>	London		N5Y 4X9	Canada	2022-10-28
<b>Maliheh Sarikhany</b>	Ottawa		K1k1R3	Canada	2022-10-28
<b>Marjan Abravesh</b>	Richmond Hill		L4C	Canada	2022-10-28
<b>Aathmiha Jeyathas</b>	Toronto		M5A	Canada	2022-10-28
<b>Ishant sahni</b>	Edmonton		T6L 2R8	Canada	2022-10-28
<b>Kyra Jubinville</b>	Edmonton		T6W	Canada	2022-10-28
<b>Diane Zuo</b>	Scarborough		M1V	Canada	2022-10-28
<b>azi iz</b>	Toronto		M5A	Canada	2022-10-28
<b>Miriam Commandeur</b>	Richmond		V7A	Canada	2022-10-28
<b>Jennifer Wood</b>	Richmond		V7E 5C6	Canada	2022-10-28
<b>P. Thomas</b>	Richmond		V7E	Canada	2022-10-28
<b>Annelisa Dey Thomas</b>	Richmond		V6Y	Canada	2022-10-28
<b>Leslie Toy</b>	Toronto		M6H 3C4	Canada	2022-10-29
<b>Lucy Lee</b>	Richmond		V6Y	Canada	2022-10-29
<b>Stephanie Nomellini</b>	Richmond		V7C 2G2	Canada	2022-10-29
<b>Nadia Xenakis</b>	Richmond		V7E	Canada	2022-10-29

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

<b>Name</b>	<b>City</b>	<b>Province</b>	<b>Postal Code</b>	<b>Country</b>	<b>Signed On</b>
<b>Nadine Scott</b>	Richmond		V7E2J4	Canada	2022-10-29
<b>Hieu Pham-Fraser</b>	Vancouver		V6H	Canada	2022-10-29
<b>David Bohn</b>	Richmond		V7C 4R2	Canada	2022-10-29
<b>Janis Ross</b>	Richmond		V6Y	Canada	2022-10-29
<b>Roslynn Fielding</b>	Toronto		M2L	Canada	2022-10-29
<b>Elaine Stapleton</b>	Richmond		V7C	Canada	2022-10-29
<b>Michelle Nath</b>	Richmond		V7A 2C4	Canada	2022-10-30
<b>Dadi Nokiani</b>	Richmond		V6X	Canada	2022-10-30
<b>Alex Townsend</b>	Vancouver		V5X	Canada	2022-10-30
<b>Kathy Gray</b>	Richmond		V6Y	Canada	2022-10-30
<b>Jenny Sanders</b>	Richmond		V7e1z2	Canada	2022-10-31
<b>Anne Wicks</b>	Richmond		V7E	Canada	2022-10-31
<b>Laura Wicks</b>	Richmond		V6Y2K6	Canada	2022-10-31
<b>Catherine Moffatt</b>	Richmond		V7C	Canada	2022-10-31
<b>Luc Corijn</b>	Richmond		V7C 3K9	Canada	2022-10-31
<b>Mary Marsh</b>	Richmond		V6Y	Canada	2022-10-31
<b>hamid moshkafshar</b>	vaughan		L5V	Canada	2022-10-31
<b>Jessica Folk-Farber</b>	Richmond		V5M	Canada	2022-10-31
<b>Mikenna Terry</b>	Orangeville		L9V	Canada	2022-10-31
<b>Filomena Furtado-Fiaes</b>	Brampton		L7A 2K5	Canada	2022-10-31
<b>Brianna Beal</b>	Halifax		B2Y	Canada	2022-10-31
<b>Finn Fisher</b>	Port Perry		L9L	Canada	2022-10-31
<b>Leslie Mennie</b>	Richmond		V6X	Canada	2022-10-31
<b>Saeed kashki</b>	Scarborough		M1L	Canada	2022-10-31
<b>Stacey Kettleman</b>	Delta		V4L	Canada	2022-10-31
<b>Zahra Mozaffari</b>	Burnaby		V5B3T9	Canada	2022-10-31
<b>Sam Hers</b>	Vancouver		V5P	Canada	2022-10-31
<b>Neveya Lain</b>	Langenburg		S0A	Canada	2022-10-31
<b>Niayesh Yousefi</b>	Richmond Hill		L4C	Canada	2022-10-31
<b>Maryam Bagheri</b>	Vancouver		H4B1M3	Canada	2022-10-31
<b>Sahana Haribaskar</b>	Surrey		V4N	Canada	2022-10-31

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Julia Burns</b>				Canada	2022-10-31
<b>Savannah McCann</b>	Ottawa		K2G	Canada	2022-10-31
<b>Jaskirat Singhera</b>	Surrey		V3x3h9	Canada	2022-10-31
<b>Mandana Mazaheri</b>	Montreal		H3c	Canada	2022-10-31
<b>Traci Sloan</b>	Chattanooga	Tennessee	37412	US	2022-10-31
<b>aniela daum</b>	Richmond		V7E 1H9	Canada	2022-10-31
<b>Bruno Vernier</b>	Mouthier	Haute Pierre	25920	France	2022-10-31
<b>Cecilia Hudec</b>	Richmond		V7E 4X2	Canada	2022-10-31
<b>Mary Ssmbell</b>	Delta		V4M	Canada	2022-10-31
<b>Rebecca Kyriakou</b>	Vernon		V1T	Canada	2022-11-01
<b>Linda Fox</b>	Vancouver		V5Z 4G8	Canada	2022-11-01
<b>Kathryn Berezowskyj</b>	Vancouver		V6P	Canada	2022-11-01
<b>Shawna McGee</b>	Richmond		V6Y	Canada	2022-11-01
<b>Rhea Harriman</b>	Victoria		V8Z	Canada	2022-11-01
<b>Emi Midtdal</b>	Delta		V4K	Canada	2022-11-01
<b>Jessica Lilge</b>	Richmond		V6Y	Canada	2022-11-01
<b>Ryan Stewart</b>	Richmond		V	Canada	2022-11-01
<b>Dora Ho</b>	Richmond		V7A 3J1	Canada	2022-11-01
<b>Dori Whiteside</b>	Richmond		V6Y	Canada	2022-11-02
<b>Kelli Lundie</b>	Richmond		V7C	Canada	2022-11-02
<b>Judy Ong</b>	Richmond		V7E	Canada	2022-11-02
<b>Bonnie Yip</b>	Delta		V4K	Canada	2022-11-02
<b>Kim The</b>	Vancouver		V6K2Y3	Canada	2022-11-02
<b>Michelle Webber</b>	Richmond		V7C	Canada	2022-11-02
<b>Sarah Hudson</b>	Surrey		V3Z	Canada	2022-11-02
<b>Nik Nashlund</b>	Richmond		V7E	Canada	2022-11-02
<b>Kristy Smith</b>	Delta		V4E 1N6	Canada	2022-11-02
<b>Kayla Powell</b>	Richmond		V6X2T7	Canada	2022-11-02
<b>Eileen Fujimuro</b>	Richmond		V7E 2C2	Canada	2022-11-02
<b>Karen Rabinovitch</b>	Richmond		V7E 3X8	Canada	2022-11-02
<b>Jessy Bal</b>	Richmond		V7A	Canada	2022-11-02

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Name	City	Province	Postal Code	Country	Signed On
<b>Linda Scoble</b>	Richmond		V7b1j6	Canada	2022-11-02
<b>Julieanne Wazir</b>	Richmond		V7E	Canada	2022-11-02
<b>Stacey Szeplabi</b>	Richmond		V6Y	Canada	2022-11-02
<b>susie liu</b>	Richmond		V6Y	Canada	2022-11-02
<b>Chelsea Murray</b>	Richmond		V	Canada	2022-11-02
<b>Harpreet Bansal</b>	Vancouver		V5	Canada	2022-11-02
<b>Joanne Lipp</b>	Vancouver		V7A2S9	Canada	2022-11-02
<b>Rikki Chakrabarti</b>	Richmond		V7C1Y7	Canada	2022-11-02
<b>Sheri Caine</b>	Richmond		V6Y 2Z3	Canada	2022-11-02
<b>Amanda Jensen</b>	Richmond		V6X2T7	Canada	2022-11-02
<b>Efrem Rappaport</b>	Vancouver		V5P	Canada	2022-11-03
<b>Heather D'Amore</b>	Delta		V4M	Canada	2022-11-03
<b>Morgan Webber</b>	Richmond		V7C	Canada	2022-11-03
<b>Michael Taylor</b>	Vancouver		V5S 0B6	Canada	2022-11-03
<b>Wenny Ng</b>	Richmond		V6X	Canada	2022-11-03
<b>Reesa Pauer</b>	Richmond		V7E 2P6	Canada	2022-11-03
<b>Takara Fugeta</b>	Lethbridge		T1H	Canada	2022-11-03
<b>Pam Fugeta</b>	Lethbridge		T1J	Canada	2022-11-03
<b>Mary Lee</b>	Toronto		M4C	Canada	2022-11-03
<b>Judie Orr</b>	Richmond		V7E	Canada	2022-11-03
<b>Nathan Cook</b>	Burlington		L7M	Canada	2022-11-03
<b>Brigitta Schmidt</b>	Toronto		M3C 2B4	Canada	2022-11-03
<b>Bruce Li</b>	Ontario		L3R	Canada	2022-11-03
<b>Lauren Kramer</b>	Richmond		V7e6j5	Canada	2022-11-03
<b>zoe keech</b>	Toronto		M4G	Canada	2022-11-03
<b>Tashica Job</b>	Toronto		M9n3p7	Canada	2022-11-03
<b>Minoo Kiani haftlang</b>	Toronto		M3B	Canada	2022-11-03
<b>Arin Kim</b>	Port Coquitlam		V3B	Canada	2022-11-03
<b>Susan Narciso</b>	Richmond		V7E	Canada	2022-11-03
<b>Soraya Mahdi</b>	Montréal		H3X	Canada	2022-11-04
<b>julieta Kawas</b>	New Westminster		V3M	Canada	2022-11-04

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Name	City	Province	Postal Code	Country	Signed On
<b>Anahita Rahmani</b>	Toronto		M5A	Canada	2022-11-04
<b>sumin jiang</b>	Markham		L3P	Canada	2022-11-04
<b>Nicole Su</b>	Markham		L6C	Canada	2022-11-04
<b>Jeane Jiang</b>	Scarborough		M1W 3M2	Canada	2022-11-04
<b>Krystal Cousins</b>	Toronto		M9N 1Y5	Canada	2022-11-04
<b>Sahar Bahrami</b>	Surrey		V3Z	Canada	2022-11-04
<b>cong zhang</b>	里士满希尔		L4S1Y4	Canada	2022-11-04
<b>Leslie Csizmadia</b>	Toronto		M6I 3E7	Canada	2022-11-04
<b>Quickrobobro .</b>	Milton		L9T	Canada	2022-11-04
<b>Tom Hamar</b>	Delta		V4M	Canada	2022-11-04
<b>Jasmine Dulay</b>	Richmond		V7C 1Z9	Canada	2022-11-04
<b>Laetitia Perano</b>	Vancouver		V6S	Canada	2022-11-04
<b>Andrea Cade</b>	Richmond		V7E1H9	Canada	2022-11-04
<b>Sakina Pershadsingh</b>	Richmond Hill		L4C	Canada	2022-11-04
<b>Loveleen Randhawa</b>	Toronto		M6K	Canada	2022-11-04
<b>Jeffrey Shapiro</b>	Montreal		H4P 1R3	Canada	2022-11-04
<b>Mohsen Habibi</b>	Ottawa		K2A	Canada	2022-11-04
<b>Twinkle Su</b>	Toronto		L3S 3M8	Canada	2022-11-04
<b>Wai yi Wong</b>	North York		M2N	Canada	2022-11-05
<b>Masoud Vatankhah</b>	North York		M2K	Canada	2022-11-05
<b>Dr. Jordan Samhuri</b>	London		N6K1N4	Canada	2022-11-05
<b>Mahsa Qaribi</b>	Montreal		H5A	Canada	2022-11-05
<b>Brandi Xu</b>	Markham		1A1	Canada	2022-11-05
<b>Mary-Lynne Stark</b>	Toronto		M6G	Canada	2022-11-05
<b>Stephanie De Oliveira</b>	Etobicoke		M9C	Canada	2022-11-05
<b>Michelle Pollard</b>	Scarborough		M1E	Canada	2022-11-05
<b>Jaclyn Wiebe</b>	Richmond		V6Y	Canada	2022-11-05
<b>Erik Hamar</b>	Richmond		V6Y	Canada	2022-11-05
<b>Jessica Rotenberg</b>	Richmond		V7A	Canada	2022-11-05
<b>Tal Rainer</b>	Richmond		V6V	Canada	2022-11-05
<b>Betina Cynamon</b>	Richmond		V7A	Canada	2022-11-05

Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Reut Dahan</b>	Delta		V4M	Canada	2022-11-05
<b>Ula Teicher</b>	Richmond		V7C	Canada	2022-11-05
<b>Bryce Stewart</b>	Victoria		V9C2C4	Canada	2022-11-05
<b>Amy Mayer</b>	North Vancouver		V7J 1E6	Canada	2022-11-05
<b>Jeishan Rajakulasingan</b>	Toronto		M3J	Canada	2022-11-05
<b>Ella D</b>	Halifax		B3H	Canada	2022-11-05
<b>Ashley Meisterman</b>	Richmond		V7E	Canada	2022-11-06
<b>Marie Thom</b>	Richmond		V7C	Canada	2022-11-06
<b>Marilyn Steele</b>	Vancouver		V7A 4Z5	Canada	2022-11-06
<b>Elizabeth Marshall</b>	Richmond		V7C	Canada	2022-11-06
<b>Elise Kobylanski</b>	Richmond		V7E6S6	Canada	2022-11-06
<b>Chelsea Vaughan</b>	Richmond		V7C	Canada	2022-11-06
<b>Regan Flowers</b>	Richmond		V7C	Canada	2022-11-06
<b>Judson Slaght</b>	Vancouver		V5P2T8	Canada	2022-11-07
<b>Andrew Frederick</b>	Surrey		V3Z	Canada	2022-11-07
<b>bahareh Attarbashi</b>	North York		M2M0A8	Canada	2022-11-07
<b>Megan O'Loan</b>	Vancouver		V5X	Canada	2022-11-07
<b>Farhad Vat</b>	Langley		V3A	Canada	2022-11-07
<b>Laleh Lakzadeh</b>	Richmond Hill		L4E	Canada	2022-11-07
<b>Mike Costa</b>	Toronto		M5A	Canada	2022-11-07
<b>Sylvie Shields</b>	Yorkton		S3N 4A5	Canada	2022-11-07
<b>Parisa Pakzad</b>	Vancouver		V6G 2K8	Canada	2022-11-07
<b>Tasha Schermerhorn</b>	Richmond		V7A	Canada	2022-11-07
<b>C Sparks</b>	Toronto		M6M	Canada	2022-11-07
<b>Omid Moh</b>	North Vancouver		V7K	Canada	2022-11-07
<b>Parviz Hosseini</b>	Toronto		45367567	Canada	2022-11-07
<b>Lauren Mesaros</b>	Toronto		M6K	Canada	2022-11-07
<b>Maureen Fowler</b>	Richmond BC		V6Y3E6	Canada	2022-11-07
<b>Anne Coulombe</b>	North Vancouver		V7G 1C2	Canada	2022-11-07
<b>Franca Perrotta</b>	Burnaby		V5V-1Y5	Canada	2022-11-07
<b>Kevin McKenty</b>	East St. Paul		R2E0A8	Canada	2022-11-07

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Christoph Reiners</b>	Richmond		V7E 6V6	Canada	2022-11-07
<b>Wendy Fieber</b>	Burnaby		V3N	Canada	2022-11-07
<b>Eileen Gow</b>	Vancouver		V6Z	Canada	2022-11-07
<b>Rita Chen</b>	Surrey		V3W	Canada	2022-11-07
<b>Bryan Milks</b>	Surrey		V3W	Canada	2022-11-08
<b>Karen Ngo</b>	Richmond		V7E	Canada	2022-11-08
<b>Kwang Yang</b>	Surrey		V3W	Canada	2022-11-08
<b>Joseph Maravillas</b>	Port Moody, BC		V3H 1A6	Canada	2022-11-08
<b>Christina Aker</b>	Surrey		V3r	Canada	2022-11-08
<b>Kristi Narbett</b>	Surrey		V3W	Canada	2022-11-09
<b>Alicia Iachetta</b>	Langley		V2Y	Canada	2022-11-09
<b>Sandra Perrotta</b>	Burnaby		V5C	Canada	2022-11-09
<b>Julie Stanton</b>	North Vancouver		V7N	Canada	2022-11-09
<b>Samuel George</b>	North Vancouver		V7L	Canada	2022-11-11
<b>Sina LePage</b>	Delta		V4K	Canada	2022-11-12
<b>Michael Chin</b>	Richmond		V6Y	Canada	2022-11-12
<b>Shaghayegh Dehghani</b>	Calgary		T2g 6w3	Canada	2022-11-12
<b>Bitu Doudi</b>	Maple		L6A	Canada	2022-11-12
<b>Fatemeh Mohtaram</b>	Montréal		H4w2t8	Canada	2022-11-12
<b>Jurdica Azevedo</b>	Mayerthorpe ,Alberta		TOE 1NO	Canada	2022-11-12
<b>Catherine Dawson</b>	Richmond		V6X	Canada	2022-11-12
<b>Dillon Max</b>	Somewhere			Canada	2022-11-12
<b>Hanna Milne</b>	Stouffville		L4A3A4	Canada	2022-11-12
<b>Aman Hari</b>	Calgary		T3J	Canada	2022-11-13
<b>Ganeswar Takkellapati</b>	Brockville		K6V	Canada	2022-11-13
<b>Sam Nasiri</b>				Canada	2022-11-13
<b>Val Neekman</b>	Kitchener		N2M	Canada	2022-11-13
<b>Steph L</b>	Richmond		V7E	Canada	2022-11-13
<b>Maureen Whittal</b>	Vancouver		V6R	Canada	2022-11-14
<b>Judi Pelech</b>	Richmond		V7E	Canada	2022-11-14
<b>Savanna Pelech</b>	Richmond		V7A	Canada	2022-11-14



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Name	City	Province	Postal Code	Country	Signed On
<b>Alisha Mohamed</b>	Vancouver		V5K	Canada	2022-11-14
<b>Vania Loh</b>	Richmond		V6X	Canada	2022-11-14
<b>Sheila Recuenco</b>	Vancouver		V6H	Canada	2022-11-14
<b>Almas Mohamed</b>	Richmond		V7C	Canada	2022-11-14
<b>Shiraz Mohamed</b>	Richmond		V7C	Canada	2022-11-14
<b>Azmina Anandji</b>	Surrey		V4A	Canada	2022-11-14
<b>Stephanie Klatt</b>	Burnaby		V5A	Canada	2022-11-14
<b>Marissa Carrasco</b>	Castlegar		V1N	Canada	2022-11-14
<b>Tamara Berger</b>	Vancouver		V5S	Canada	2022-11-14
<b>Katherine Ralph</b>	Delta		V4C4S1	Canada	2022-11-14
<b>M Lee</b>	Richmond		V7e	Canada	2022-11-14
<b>Norma Ralph</b>	Richmond		V7A	Canada	2022-11-14
<b>Harry Eng</b>	Richmond		V6X	Canada	2022-11-14
<b>Rita Eng</b>	Richmond		V6X	Canada	2022-11-14
<b>Ryan Eng</b>	Richmond		V7E4S4	Canada	2022-11-14
<b>Matthew Eng</b>	Vancouver		V6T	Canada	2022-11-14
<b>Jennifer Tham</b>	Richmond		V6W 1B5	Canada	2022-11-15
<b>Susan Nishi</b>	Vancouver		V5Y	Canada	2022-11-15
<b>Mhegan Back</b>	Vancouver		V5Z	Canada	2022-11-16
<b>Linda Hertzman</b>	Richmond		V6Y	Canada	2022-11-16
<b>Andrea McEwen</b>	Vancouver		v6h 1k6	Canada	2022-11-16
<b>Deirdre Whalen</b>				Canada	2022-11-16
<b>Janice Lambert</b>	Vancouver		V5X	Canada	2022-11-16
<b>Laura Eastwood</b>	richmond		V7C1Z6	Canada	2022-11-16
<b>David Govett</b>	Surrey		V3Z 0Y4	Canada	2022-11-16
<b>Keely O'Brien</b>	Richmond		V6x0r7	Canada	2022-11-16
<b>Melissa Dreyer</b>	Surrey		V4s 3m4	Canada	2022-11-16
<b>John Hossak</b>	Vancouver		V6E	Canada	2022-11-16
<b>Arwyn B</b>	Nanaimo		V9R	Canada	2022-11-16
<b>Tianna Tootosis-Bugle</b>	Saskatoon		S0L	Canada	2022-11-16
<b>Jenn Knox</b>	Newmarket		L3x2c7	Canada	2022-11-16

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>nakita Hughesman</b>	Oromocto		e2v2e2	Canada	2022-11-16
<b>Ashley Deboer</b>	Kitchener		N2M	Canada	2022-11-16
<b>Josh Reynolds</b>	Vancouver		V5R	Canada	2022-11-16
<b>Joshua Manuel</b>	North Vancouver		V7L	Canada	2022-11-16
<b>Lacey Watson</b>	Brantford		N3T	Canada	2022-11-16
<b>John March</b>	Oakville		L6l 6e9	Canada	2022-11-16
<b>Tanisha Lafond</b>	Prince Albert		S6V	Canada	2022-11-16
<b>Marina NW</b>	Toronto		M9N 1J8	Canada	2022-11-16
<b>Mickilyn Desjarlais</b>	Saskatoon		S7L5K8	Canada	2022-11-16
<b>Jennifer Majore</b>	Edmonton		T5A 3A3	Canada	2022-11-16
<b>James Romero</b>	Fort McMurray		T9H	Canada	2022-11-16
<b>Tarek Kodsi</b>	Hamilton		L8S	Canada	2022-11-16
<b>Francesca Pheasant</b>	Newmarket		L3Y	Canada	2022-11-16
<b>Donna Colpitts</b>	Richmond		V6Y	Canada	2022-11-16
<b>Shaylene Friesen</b>	Cache Creek		V0K 1H0	Canada	2022-11-16
<b>brooke norrie</b>	Gravenhurst		p1p 1n1	Canada	2022-11-16
<b>Ren Deschambeault</b>	Cumberland House		S0E0S0	Canada	2022-11-16
<b>Ronit Berger</b>	Richmond		V6Y	Canada	2022-11-17
<b>Winson Wong</b>	Richmond		V6X 1P9	Canada	2022-11-17
<b>Mark Lee</b>	Surrey		V6Y	Canada	2022-11-17
<b>Jaclyn Barkase</b>	Vancouver		V5V1W4	Canada	2022-11-17
<b>Marla McPherson</b>	Richmond		V6Y	Canada	2022-11-17
<b>Susan Mavor</b>	Vancouver		V5M	Canada	2022-11-17
<b>Tim Reitsma</b>	Vancouver		V5P	Canada	2022-11-17
<b>Suzy White</b>	Vancouver		V5X	Canada	2022-11-17
<b>Genevieve Tyack</b>	Vancouver		V5N	Canada	2022-11-17
<b>Eywa Wang</b>	Richmond		V7A2B3	Canada	2022-11-17
<b>Ashley Wang</b>	Richmond		V6Y	Canada	2022-11-17
<b>Angel Lam</b>	Vancouver		V5P	Canada	2022-11-18
<b>Colin He</b>	Vancouver		V5P	Canada	2022-11-18
<b>Karin Lau</b>	Vancouver		V5P	Canada	2022-11-18

# Petition to Richmond City Council: Adopt a Truth and Reconciliation Policy

Name	City	Province	Postal Code	Country	Signed On
<b>Olivia Dixon</b>	Burnaby		V5E1T9	Canada	2022-11-18
<b>Randall Sutton</b>	Richmond		V6X 4A1	Canada	2022-11-18
<b>Vivienne Eviston</b>	Vancouver		V5Z 2B6	Canada	2022-11-18
<b>Kristine Cumauual</b>	Vancouver		V5W	Canada	2022-11-18
<b>Dulcie Mercado</b>	North Vancouver		V7H	Canada	2022-11-18
<b>Jaeden Dela Torre</b>	Richmond		V6Y	Canada	2022-11-18
<b>Ryan Wong</b>	Vancouver		V6P 3S7	Canada	2022-11-18
<b>Jenelle Davies</b>	New Westminster		V3M	Canada	2022-11-18
<b>Selina Boan</b>	Vancouver		V6K	Canada	2022-11-18
<b>Naomi Leung</b>	Richmond		V7A	Canada	2022-11-18
<b>Carl NEUSTAEDTER</b>	Ottawa		K1V	Canada	2022-11-18
<b>Ruth Kelly</b>	Richmond		V6X	Canada	2022-11-19
<b>Rachel Eaton</b>	Richmond		V7A 1N5	Canada	2022-11-19
<b>Jill Goyert</b>	Richmond		V6Y	Canada	2022-11-19
<b>Connie Berry</b>	Richmond		V7A	Canada	2022-11-19
<b>David Cunningham</b>	Victoria		V8S	Canada	2022-11-19
<b>Candace Low</b>	Richmond		V7C	Canada	2022-11-19
<b>Amanda Chura</b>	Richmond		V6X	Canada	2022-11-19
<b>Laura McBride</b>	Richmond		V7E	Canada	2022-11-19
<b>William Dunn</b>	Vancouver		V6J	Canada	2022-11-19
<b>Lance Panerio</b>	Richmond		V7E 6K8	Canada	2022-11-19
<b>Achira Nimagna</b>	Vancouver		V5R	Canada	2022-11-19
<b>jan santillan</b>	Vancouver		V5L	Canada	2022-11-19
<b>Patsy Wilding</b>	Vancouver		V5X	Canada	2022-11-20
<b>Narcisa Medianu</b>	Richmond		V7A	Canada	2022-11-20
<b>Wendy Tsang</b>	Richmond		V6X	Canada	2022-11-20
<b>Andrea James</b>	Richmond		V7C	Canada	2022-11-20
<b>Catherine Pagett</b>	Waterloo		N2K	Canada	2022-11-20
<b>Andrea Niosi</b>	Richmond		V7E6V1	Canada	2022-11-20
<b>Don O'Toole</b>	Richmond		V7E3H7	Canada	2022-11-20
<b>Rachel Berko-Gabay</b>	Richmond		V6Y	Canada	2022-11-21

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Name	City	Province	Postal Code	Country	Signed On
Joni Cunningham	Richmond		V6Y	Canada	2022-11-21
Heather McCracken	North Vancouver		V7R 2J2	Canada	2022-11-21
Zoey Magnan	Richmond		V7E	Canada	2022-11-21



# Reconciliation & Relationships

## Calls & Pathways to Action

The Truth and Reconciliation Commission of Canada (TRC) released a summary report, **Honouring the Truth, Reconciling for the Future**, in June 2015. The report makes **94 Calls to Action**, proposing concrete steps to protect child welfare, preserve language and culture, promote legal equity and strengthen information on missing children. In the report, the Commissioners specifically ask the Government of Canada to implement the **United Nations Declaration on the Rights of Indigenous Peoples** (UNDRIP), while urging all orders of government to work to eliminate educational and health outcome gaps between Aboriginal and non-Aboriginal people in Canada. Also emphasized is the need to educate students, professionals, and newcomers about Indian Residential Schools and their impacts on all people living in Canada.

Of the 94 calls to action, 16 focus on local and/or all orders of government. These 16 predominantly focus on areas of federal and provincial jurisdiction, although local governments may play important supporting roles. Local governments may also consider working towards reconciliation through an emphasis on relationship building and education, detailed further below.

# Reconciliation Opportunities for Local Governments

## *Relationship Building*

Relationships are central to reconciliation. Local governments may wish to consider the variety of relationships that exist between First Nations and Indigenous peoples, local governments, and other parties, and consider how best to recognize and address each. Building trust requires time and patience, and building formal relationships requires working through accountability and dispute resolution mechanisms. At the same time, First Nations and Indigenous communities may be facing pressing issues that require urgent actions. Local governments can work with these communities to identify and support them in addressing such issues.

Local governments interested in furthering relationships with First Nations and Indigenous communities may wish to consult the following resources:

- UBCM and partner organizations have pulled together wide ranging **resources on collaboration and relationship building**, including examples of joint economic development initiatives, MOUs, servicing agreements and more.
- The **Community to Community Forum** program. In addition to the funding program itself, the **Guide to Community to Community Forums** is a valuable resource on relationship building.
- External resources include:
  - The Indigenous Corporate Training Inc. blog, including entries on the **National Day of Truth and Reconciliation** and on **First Nations and Local Government Reconciliation**.



- **FCM resources** including an article on **local government efforts to advance reconciliation**.

## *Education*

Education is another critical element for reconciliation. In this context, education starts with the unlearning of preconceptions and inaccurate historical perspectives. An important starting point may simply be for local government elected officials and staff to commit to reviewing key policy documents including the following:

- **Truth and Reconciliation Commission Final Report**
- **Final Report of the National Inquiry into Missing and Murdered Indigenous Women and Girls**
- **United Nations Declaration on the Rights of Indigenous Peoples**

For broader perspectives on what effective action towards reconciliation can look like for local governments, and reflections on the importance of education and relationship building, members may wish to view **Pathways to Truth and Reconciliation, a plenary panel presented at Convention 2021**, featuring the Honourable Murray Sinclair, former Chief Commissioner of the Truth and Reconciliation Commission, together with the Honourable Murray Rankin, Minister of Indigenous Relations and Reconciliation; Andrea Reimer, Founder & Principal, Tawâw Strategies; and Chair John Jack, Alberni-Clayoquot Regional District.

Finally there are many opportunities available for local governments interested in seeking Indigenous cultural safety training, including a variety of online courses accessible province-wide. Examples include:

- **San'yas:** Indigenous Cultural Safety Training Program, Provincial Health Services Authority
- **Indigenous Cultural Safety Collaborative**
- **Raven Institute**
- **Indigenous Corporate Training Inc**
- **Reconciliation Canada**

## UBCM's Commitment

The TRC's Calls to Action represent a catalyst for change in Canada. As an organization that supports relationship building between First Nations and local governments, UBCM recognizes that it has a role in the ongoing reconciliation journey.

UBCM began to promote the work and the reconciliation message of the Truth and Reconciliation Commission of Canada (TRC) in 2013. UBCM did so by working with Reconciliation Canada, an Indigenous-led organization promoting reconciliation by engaging Canadians in dialogue that revitalizes relationships between indigenous peoples and all Canadians.



This work spurred UBCM on to further engagement with projects and advocacy that aim to move reconciliation forward. These initiatives provide opportunities for local governments, in their own communities, to begin or strengthen reconciliation with Indigenous people.

For more information, see: [UBCM work to advance reconciliation](#).

## Additional Background

### Assimilationist Government Policies

For over a century, the Canadian government adopted policies with a central goal of assimilating Aboriginal peoples and stripping away Indigenous consciousness. Backed by these assimilationist policies, the government removed many First Nation, Métis and Inuit children from their families—some forcibly—and placed the children in Indian Residential Schools. These schools were church- or state-run institutions where over 150,000 Aboriginal children were forbidden to express their culture, practice traditions or speak their first languages. Children placed in Indian Residential Schools often experienced mental, physical or sexual abuse by teachers, administrators or school staff. The last Indian Residential Schools closed in the 1990s.

### Truth and Reconciliation Commission of Canada

For decades, survivors sought official recognition and redress for their forced experiences in Indian Residential Schools. In 2006, Indigenous peoples and the federal government signed the [Indian Residential Schools Settlement Agreement](#), which in part established the [Truth and Reconciliation Commission of Canada](#). The TRC's mandate was to listen, learn, and educate

all Canadians about what took place in Indian Residential Schools. It sought to hear and document the truth as told by survivors, families, communities and anyone personally affected by the experience. Starting in 2009, three TRC Commissioners heard more than 6,750 survivor and witness statements from across the country about the lasting legacies that Indian Residential Schools have had on their lives.

All materials gathered, recorded, and produced by the TRC have been transferred to the **National Centre for Truth and Reconciliation**, a permanent repository that will provide stewardship and facilitate access to the materials.

# Reconciliation Wayfinding

**Warning:** *this website contains information on topics that may cause trauma invoked by memories of past abuse. Please call the **National Indian Residential School Crisis Line** at **1-866-925-4419** if you, or someone you know, is triggered while reading this page.*



## Calls to Action

Highlights information related to the TRC's 94 Calls to Action.



## A Place to Start

Identifies first steps on the path toward reconciliation.



## Reflection & Action

Identifies opportunities for deeper understanding of the impacts of the residential school era, and to undertake individual action.



## Working Together

Identifies opportunities for groups, councils/boards, and organizations to work together to move reconciliation forward.



## Did You Know?

Identifies facts and resources related to reconciliation and relationship building.

[Home](#) > [Policy Areas](#) > Reconciliation & Relationships





## MEMORANDUM of UNDERSTANDING

BETWEEN

THE PROVINCE of BRITISH COLUMBIA

AND

THE UNION of BRITISH COLUMBIA MUNICIPALITIES

ON

ENGAGEMENT with UBCM AND LOCAL GOVERNMENTS on  
FIRST NATIONS NEGOTIATIONS and OTHER INDIGENOUS INITIATIVES

THIS MEMORANDUM OF UNDERSTANDING (MOU) guides the relationship between the Province of British Columbia, the Union of BC Municipalities and local governments with respect to reconciliation, agreements, and initiatives with Indigenous peoples and partners. It updates and replaces previously signed MOUs between the Province of BC and UBCM relating to local government participation in negotiations and other Indigenous initiatives.

### THE PARTIES:

#### THE PARTIES TO THIS MOU ARE:

- The Province of British Columbia (the Province) as represented by the Ministry of Indigenous Relations and Reconciliation (MIRR); and
- The Union of British Columbia Municipalities (UBCM) representing all municipalities and regional districts of British Columbia, as well as several First Nations members.

### WHEREAS:

THE PARTIES ACKNOWLEDGE that the Province is committed to transform its approach to reconciliation through the implementation of the principles of the United Nations Declaration on the Rights of Indigenous Peoples (UN Declaration), and the Truth and Reconciliation Commission Calls to Action (TRC) in accordance with the *Constitution of Canada*. The

Parties also acknowledge that UBCM is supportive of advancing reconciliation with Indigenous peoples across the Province at the local level; and that local governments with local knowledge and interest, are key partners in achieving lasting and meaningful reconciliation with Indigenous peoples.

The Parties recognize that local government jurisdictions may be affected by the negotiation of land, resource and economic development agreements with First Nations and Indigenous partners.

The Parties acknowledge that local government constitutes an order of government with unique and special interests in the negotiation of a range of agreements with First Nations and Indigenous partners.

The Parties acknowledge that UBCM and individual local governments endeavour to develop positive working relationships with First Nations and Indigenous peoples, fostering relationships built on the values of honesty and respect, and undertaking reconciliation initiatives at the grass roots level. This MOU encourages local governments, as supported by UBCM, to communicate and develop relationships with Indigenous partners.

The Parties recognize that B.C. legislation includes principles of local-provincial relations that includes respect for each jurisdiction, the importance of cooperative approaches to matters of mutual interest, and the need for the province to consult with local governments on provincial actions that directly affect their interests.

#### THEREFORE:

**THIS MOU REFLECTS** the continued commitment of the Parties for sincere and honest engagement on a range of initiatives relating to Indigenous relationships including:

- continuing a process for local government participation in the negotiation and implementation of agreements;
- consulting and exchanging information with local governments on other arrangements and initiatives;
- opportunities for local governments to share initiatives for advancing reconciliation at the local level; and
- engaging on matters of mutual interest, including those that have the potential to broadly impact local governments.

#### TOPICS

**THE PROVINCE** will share information, consider local government interests and seek advice on matters including, but not limited to areas of local government jurisdiction that may be affected by agreements made with First Nations or other Indigenous partners and reconciliation efforts such as:

- Negotiations and agreements;
- Indigenous initiatives, policy and programs; and,
- Implementation of the *Declaration on the Rights of Indigenous Peoples Act*.

The Province will share the principles and context of this MOU with all Ministries and provincial agencies to make aware of UBCM's interest in being engaged on all Indigenous initiatives that have the potential to affect local government interests. Areas of interest to local government that may be affected include, but are not limited to:

- Land management, land use planning, and land selection
- Dispute resolution
- Property taxation
- Environmental assessment and protection
- Local government access to resources for public purposes and access to adjacent lands
- Servicing arrangements
- Regulatory arrangements
- Governmental relations
- Economic development.

#### CONSULTATION AND INFORMATION SHARING PRINCIPLES

**THE PARTIES AGREE** to the following principles governing consultation and information sharing:

- flexibility for local governments to identify and represent their interests in a way that they consider appropriate to their local circumstances;
- early notice to UBCM and/or affected local governments of a matter that may affect local government jurisdiction, including changes to the Treaty process;
- sufficient information early on and reasonable time for local governments to document their interests and views and to provide advice to provincial representatives;
- due consideration of local government interests, views and advice;
- a response from provincial representatives on how local government advice was or was not used; and
- ongoing information exchange between the Province, UBCM and local governments.

#### DEFINITIONS

**THE FOLLOWING DEFINITIONS** are referred to in this MOU:

**TREATY:** a constitutionally protected comprehensive agreement negotiated among B.C., Canada and a First Nation under the B.C. Treaty Commission process that is a formal expression of reconciliation between First Nations and the Crown.

**AGREEMENTS AND OTHER ARRANGEMENTS:** self-governance, social, land, resource, economic development or other agreements negotiated between a First Nation or Indigenous partners and the Province both inside and outside of the B.C. treaty process that have the potential to impact local government.

**INDIGENOUS INITIATIVES:** other policy and initiatives relating to First Nations and Indigenous peoples, including those focused on reconciliation efforts, that have the potential to affect local government.

## ROLES AND RESPONSIBILITIES RESPECTING CONSULTATION AND INFORMATION SHARING WITH LOCAL GOVERNMENTS

### *The Province*

**THE PROVINCE** will initiate contact with a local government in the early stages of a negotiation process when:

- an agreement with a First Nation or Indigenous peoples will be negotiated; and
- the outcome of negotiations will affect the local government's interests, jurisdiction, operations or provision of services.

The Province will consult and exchange information in a timely manner with the local government according to the consultation and information sharing principles stated in this MOU. This will include, where applicable, agendas, work plans, documents for discussion and other relevant information in a timely manner.

The Province and the local government will jointly determine the level of the local government's involvement ranging from receiving information to participation at meetings and providing advice.

Where the local government and Indigenous partners agree, the provincial representatives will assist to coordinate a venue for relationship building, such as a working group, for local government and the First Nation to discuss and come to agreement on issues related to the future local government-First Nation relationship. The provincial representatives will give full and fair consideration to results produced and agreements reached through these discussions.

### *Local Government*

**LOCAL GOVERNMENTS** will serve as advisors to the Province in agreement development discussions that affect their interests, including:

- provincial treaty negotiations, until a negotiation is concluded and the treaty takes effect;
- engagement on overall negotiated agreements process changes; and
- local government-First Nations or Indigenous peoples relationship initiatives.

Based on their interests and the level of activity of a negotiated agreement or initiative, local governments and the Province will jointly determine the level of involvement ranging from receiving information to participation at meetings and providing advice as appropriate, including those that are treaty related, and negotiations including main tables, side tables, working groups and bilateral meetings.

Prior to the effective date, local government and the Province will discuss local government involvement in agreement implementation and make every effort to identify significant issues of interest to local government and how local government will be involved, informed.

On the effective date, the First Nations, Indigenous partners, and neighbouring local governments will engage directly with each other and continue to develop and build relationships.

Local governments are responsible for defining and sharing their interests and other relevant information with the Province related to negotiations and initiatives, fostering collaborative relationships, actively partnering to constructively resolve issues, supporting implementation, and advising the Province how their interests may be addressed.

Local governments will collectively determine how they will be organized to participate in a negotiation or initiative - e.g. as an alternate local government structure - and will advise the appropriate provincial representative of their chosen structure as well as the primary contact(s).

When participating at development discussions for negotiations, agreements or other initiatives, local government representatives are subject to any and all confidentiality rules and practices that apply to a negotiation, agreement or other initiative. They may, after consultation with the Province, share confidential information with their respective councils and regional district boards, other local governments, or local government structures, and with UBCM on an in camera basis.



## ENGAGEMENT BETWEEN THE PROVINCE AND UBCM

**THE PROVINCE WILL SHARE INFORMATION** with UBCM and for a body designated by the UBCM on the Province's approaches to the development of agreements and other initiatives with Indigenous partners. The Parties will work together on identifying the appropriate avenues for this consultation and information sharing to ensure clear and full understanding of the processes and activities underway.

Provincial representatives will consult and exchange information in a timely manner with UBCM on issues that have the potential to broadly affect local governments, including, but not limited to:

- changes to negotiated agreement process, and
- the implementation of B.C.'s *Declaration on the Rights of Indigenous Peoples Act*, the Calls to Action of the Truth and Reconciliation Commission, and relevant court decisions.

The Province will engage and provide information to UBCM on policy related to Indigenous initiatives and seek feedback.

UBCM will share information in a timely manner with the Province on emerging issues for local governments and initiatives relating to First Nations and Indigenous peoples.

UBCM will advise local government members of joint initiatives and engagement with the Province addressing First Nations and Indigenous peoples.

The Parties will work jointly on initiatives to foster equity, diversity and inclusion, build understanding and awareness and to further lasting and meaningful reconciliation.

The Parties may jointly develop an implementation plan to operationalize the MOU, including a schedule of meetings.

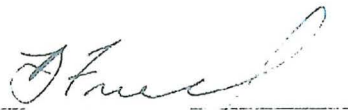
UBCM will monitor the progress of provincial information sharing, notification and consultation with local governments on relevant agreements with First Nations.

## REVIEW

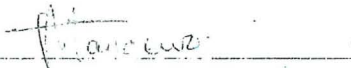
**THIS MOU WILL BE REVIEWED** three years from the date of signing unless the Parties jointly agree to an earlier review.



HONOURABLE MURRAY RANKIN  
Minister of Indigenous Relations and Reconciliation  
Province of British Columbia



BRIAN TRENKEL, PRESIDENT  
Union of British Columbia Municipalities



IRISH MANDEWO,  
CHAIR, INDIGENOUS RELATIONS COMMITTEE  
Union of British Columbia Municipalities

DATE





# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Grant Fengstad  
Director, Information Technology  
**Date:** November 9, 2022  
**File:** 04-1300-01/2022-Vol  
01  
**Re:** Award of Contract 8054P - Telecommunications Services

### Staff Recommendation

1. That contract 8054P - Telecommunications Services be awarded to TELUS Communications Company for an aggregate value of \$3,696,898, excluding taxes, for an initial contract term of six years as described in the report titled "Award of Contract 8054P – Telecommunications Services", dated October 26, 2022 from the Director, Information Technology; and
2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract with TELUS Communications Company; and
3. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to extend the contract at the end of the original contract for a further six-year term.

Grant Fengstad  
Director, Information Technology  
(604-276-4096)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Finance Department	<input checked="" type="checkbox"/>	
Purchasing	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>

## Staff Report

### Origin

In 2010, the City awarded a comprehensive contract to TELUS based on a publically posted RFP for telecommunication services. The scope of the agreement included wireline-based (landline) and wireless-based (mobility) services within the overall master services agreement.

The contract awarded in 2010 has expired and is being extended on a month-to-month basis to enable a new competitive process to be undertaken.

This report summarizes the public tendering process for Contract 8054P and requests Council approval for the award of a new agreement for telecommunications services.

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.*

*5.1 Maintain a strong and robust financial position.*

*5.2 Clear accountability through transparent budgeting practices and effective public communication.*

### Analysis

#### RFP Process

Request for Proposals 8054P – Telecommunication Services was posted to BC Bid on May 31, 2022, and closed on July 12, 2022, which resulted in two proposals being received by the closing date from the following proponents:

1. TELUS
2. Rogers Inc.

The following describes the full scope of services that are required by the City:-

- Wireless / Mobility – *these are the services extended to smartphone and tablet users*
- Wireline / Landline – *these are services extended to facilities such as dedicated phone lines for alarm systems and other requirements*
- DID Landline – *the City subscribes to a pre-defined set of local phone numbers within the 604 area code. These are known as DID (Direct Inward Dial) numbers*
- Internet Services – *the City has high speed Internet services Corporately supporting the various operations as well as the Wi-Fi system*

- Wide Area Network Costs – *some locations are currently unable to connect directly to the City fibre based network. These locations have services provided through a telecom partner*
- Corporate Phone System Connection to PSTN – *the City operates a internal smart VoIP (Voice over IP) based system that enables person to person calling throughout the City. For calls requiring connection outside of the City, a PSTN (Public Services Telephone Network) connection is required*

### Review Process

The proposals were evaluated by City staff and consisted of a two-phased evaluation process. The first phase involved independent reviews of each proposal scored against the following pre-determined criteria:

- Schedule of Pricing
- Corporate Background, Team Qualifications & Experience
- Portal, Billing and Administration
- Approach
- Voluntary Sponsorship

Table 1 is a summary of the financial proposals received, based on predicted annual usage of the required services with scores awarded by the evaluation team based on the criteria listed above.

Table 1 - Evaluation Summary

<b>Proponent</b>	<b>TELUS</b>	<b>Rogers Inc.</b>
Wireless / Mobility Costs (Annual)	\$286,308.00	\$299,328.00
Wireline / Landline Costs (Annual)	\$78,288.00	No bid <sup>1</sup>
DID Landline (Annual)	\$25,176.00	\$25,176.00
Internet Services (Annual)	\$88,764.00	\$112,452.00
Wide Area Network Costs (Annual)	\$67,200.00	\$30,648.00 <sup>2</sup>
Corporate Phone System Connection to PSTN (Annual)	\$14,400.00	\$26,940.00
<b>Total Cost</b>	<b>\$560,136.00</b>	<b>\$494,544.00</b>
Annual Sponsorship proposed	\$25,000.00 <sup>3</sup>	\$10,000.00
<b>Evaluation Score</b>	<b>78.9%</b>	<b>71.3%</b>

<sup>1</sup> Rogers did not provide any offering for landline based services

<sup>2</sup> Rogers provided only partial offerings for these requirements

<sup>3</sup> The annual sponsorship will be provided directly by TELUS to the City and can be directed to programs at the City's discretion

The evaluation process resulted in TELUS being identified as the highest scoring proponent able to meet all of the requirements described in the RFP. Rogers submitted a proposal based on a partial response to the City's requirements (also reflected in their lower financial proposal). Rogers were therefore not considered in the second evaluation phase.

The second phase of the evaluation was based on:

- Virtual Interview
- Virtual Demonstration

### Financial Impact

As summarized below in Table 2, the total cost of the proposed contract over a six-year term is estimated at \$3,696,898, including contingency. A contingency is required to accommodate potential changes, such as future growth and addition of subscribed services.

The City will realize annual savings of approximately \$150,000 with an overall total cost reduction for the same services compared to current annual costs.

Table 2: Total Initial Six-Year Term Cost

	<b>Estimated Total Cost over initial 6 year contract term (excluding sponsorships)</b>
Year 1	\$560,136.00
Year 2	\$560,136.00
Year 3	\$560,136.00
Year 4	\$560,136.00
Year 5	\$560,136.00
Year 6	\$560,136.00
<b>Subtotal</b>	<b>\$3,360,816.00</b>
Contingency (10%)	\$336,081.60
<b>Total (for 6 year initial term)</b>	<b>\$3,696,897.60</b>

The City has the option to extend the contract for an additional six-year term under the same terms and conditions. Pricing beyond the additional six (6) year Term will be negotiated. The estimated cost associated with this extension is summarized in Table 3.

Table 3: Total Extension Cost

	<b>Estimated Total Cost</b>
Estimated Total Cost over initial 6 year contract term (excluding sponsorships)	\$3,696,897.60
Estimated annual costs for years 7 - 12	\$3,360,816.00
<b>Subtotal</b>	<b>\$7,057,713.60</b>
Contingency (10%) for years 7 through to year 12 )	\$336,081.60
<b>Total (reflecting a 12 year contract term)</b>	<b>\$7,393,795.20</b>

The maximum contract value over a twelve-year contract term is estimated at \$7,393,795 including contingency.

Various departmental operating budget accounts will fund the contract and is subject to annual approval by Council. The actual expenditures of the contract will reflect Council approved budgets.

Award Recommendation

Staff recommend that contract 8054P – Telecommunication Services be awarded to TELUS for an initial six-year term, with the option to renew for a further six-year term.

**Conclusion**

The contract award for the City's telecommunication services was very successful as the City was able to negotiate the same level of service with an overall reduction of costs.

A handwritten signature in black ink, appearing to read 'GF', with a long horizontal stroke extending to the right.

Grant Fengstad  
Director, Information Technology  
(604-276-4096)

GF:gf



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Mark Corrado  
Director, Community Bylaws and Licencing  
**Date:** November 3, 2022  
**File:** 12-8275-30-001/2022-Vol 01  
**Re:** **Application for a New Liquor Primary Licence –  
Birdie Indoor Golf Centre Ltd., dba Birdie Indoor Golf Centre at 4280 No. 3  
Road Unit 120**

### Staff Recommendation

1. That the application from Birdie Indoor Golf Centre Ltd., doing business as Birdie Indoor Golf Centre, new Liquor Primary Licence to operate Indoor Golf Simulation Centre at 4280 No. 3 Road Unit 120, with liquor service, be supported for:
  - a) a new Liquor Primary Liquor Licence with total person capacity of 53 persons; and
  - b) proposed hours of liquor sales from Sunday to Saturday, from 9:00AM to 2:00 AM.
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 Liquor Primary Liquor Licence has been determined, following public consultation, to be acceptable in the area and community.

Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)  
Att. 3

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Fire Rescue RCMP Building Approvals	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licenses in accordance with the *Liquor Control and Licensing Act* (Act) and the Regulations made pursuant to the Act.

This report considers an application to the LCRB and the City of Richmond by Birdie Indoor Golf Centre Ltd., dba Birdie Indoor Golf Centre, (Birdie) for a new Liquor Primary Liquor Licence to:

- Operate an indoor golf simulation center;
- Establish hours of liquor service, Monday to Sunday, from 9:00AM to 2:00AM; and
- Operate with a total person capacity of 53 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 Liquor Primary Licence, the process requires the local government provide comments with respect to the following criteria:

- the location of the establishment;
- the proximity of the establishment to other social or recreational facilities and public buildings;
- the person capacity and hours of liquor service of the establishment;
- the impact of noise on the community in the immediate vicinity of the establishment; and
- the impact on the community if the application is approved.

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

#### Location of the Establishment

The Liquor Primary Licence applicant is proposing to operate a recreation centre with seven golf simulator machines and a full time golf instructor for private lessons. Birdie is located at 4280 No. 3 Road Unit 120. This property is zoned Auto-Oriented Commercial (CA) with the following permitted uses relevant to this application: liquor primary establishment, restaurant and recreation, indoor.

The intent of this new liquor primary licensed golf simulation centre will be to allow the clientele to have light meals and beverage while providing a space for golf simulation experience. Birdie expects to cater to tourists, businesses and Richmond residents.

#### Proximity of the Establishment to Other Social, Recreational and Public Building

There are no schools, parks or other public buildings within 500 meters of proposed location for Birdie.

Person capacity and Hours of Liquor Service of the Establishment

The applicant is proposing to operate Birdie with a total occupant load of 53 person capacity. The applicant's proposed operating hours of liquor service are Sunday to Saturday, 9:00AM to next day 2:00AM, which is consistent with the City's Policy 9400.

The Impact of noise on the Community in the Immediate Vicinity of the Establishment

The proposed establishment will be located in an area already impacted by aircraft noise. It is staff's belief that no noticeable increase in noise would be present if the liquor primary licence application is supported.

The Impact on the Community if the Application is Approved

The community consultation process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 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:
  - (b) 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 1, 2022 and three advertisements were published in the Richmond News newspaper on September 1, 2022, September 8, 2022 and September 15, 2022.

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 August 31, 2022, 713 letters were sent to residents, businesses and property owners. The letter provided information on the proposed liquor licence amendment application and contained instructions to comment on the application. The period for commenting for all public notifications ended October 1, 2022.

As a result of the community consultation 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 departments and agencies such as Business Licence Department, Building Approvals Department, Richmond Fire-Rescue (RFR), Richmond RCMP, and Vancouver Coastal Health (VCH). These agencies and departments provide additional due diligence regarding applicant's operations and premises.

As this is a brand new development and business, no concerns were raised or comments provided by RCMP, VCH, and Business Licence Department. Building Approvals has commented that the premises is still under renovations and tenant improvements are still being conducted under permits. RFR has commented that the Fire Code is not in effect until building approvals concludes all permit work and grants occupancy.

### **Financial Impact**

None

### **Conclusion**

The results of the community consultation process for Birdie's proposed Liquor Primary 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 Birdie to operate a Liquor Primary Licence with liquor service from Sunday to Saturday from 9:00AM to next day 2:00AM, with an occupant load of 53 persons.



Christine Chen  
Sign/Business Lic Inspector  
(604-276-4153)

MC:cc

- Att. 1: Appendix A  
2: Letter of Intent  
3: Aerial Map with 50 Metre Buffer Area

Appendix A

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**Re: Application for a New Liquor Primary Licence– Birdie Indoor Golf Centre Ltd., DBA: Birdie Indoor Golf Centre at 4280 No 3 Road Unit 120, Richmond B.C.**

---

1. That the application from Birdie Indoor Golf Centre Ltd., DBA: Birdie Indoor Golf Centre, operating at, 4280 No 3 Road Unit 120, requesting for a new Liquor Primary Licence, be supported for:
  - a) Proposed hours of liquor sales from Sunday to Saturday, from 9:00AM to 2:00AM,
  - b) Total person capacity proposed at 53 persons;  
and
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that:
  - a) Council supports the applicants request for a new Liquor Primary Licence, with the proposed hours of liquor service;
  - b) The total person capacity is accepted and acknowledged at 53 persons;
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 this is a new application for a new establishment, there is no history of non-compliance with this establishment;
  - 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 generated no comments opposed to this application.
- f) Council recommends the approval of the new liquor licence application with the person capacity set at 53 persons and the hours of liquor service set at Sunday to Saturday, 9:00AM to 2:00AM, for the reasons that this application for a new Liquor Primary Licence is acceptable to the majority of the residents, businesses and property owners in the area and community.

August 31, 2022

City of Richmond  
Business Licences and Community Bylaws  
6911 No. 3 Road  
Richmond BC V6Y 2C1

**AEGIR Consulting Inc**  
LIQUOR AND CANNABIS LICENSING SPECIALISTS  
Box 21136  
2306 Highway 6  
Vernon B.C. V1T 9T7  
TELEPHONE: 778.885.6582  
[WWW.AEGIRCONSULTING.CA](http://WWW.AEGIRCONSULTING.CA)

**Attention: Christine Chen**

**via email: chen1@richmond.ca**

**LETTER OF INTENT**  
**Application for New Liquor Primary Licence (Recreation Facility)**  
**Applicant: Birdie Indoor Golf Center Ltd..**  
**Db a Birdie Indoor Golf Center**  
**at: 120 - 4280 No. 3 Road Richmond BC**

Please be advised that we are the duly authorized representative for the applicant and as such, pursuant to application guidelines, this is the written submission in support of the Liquor Primary Licence application as required.

**1. Purpose:**

The applicant is submitting this application for a Liquor Primary licence (Recreation Center) for Birdie Indoor Golf Center at 120- 4280 No. 3 Road, Richmond .

The primary focus of this establishment will be providing an indoor golf simulation experience using video golf simulators. This recreation centre will include:

- 7 golf simulator machines in 4 open golfing bays and 3 private golfing bay rooms.
- A putting green.
- A full-time golf pro for private lessons for all ages.
- A variety of course options from around the world.

This establishment will offer light meals and beverages to its patrons as an accompaniment to the golfing experiences. There will be no other entertainment offered in the establishment.

The proposed hours of licensing are 9 a.m. to 2:00 a.m. Monday to Sunday.

The proposed person capacity of this establishment is 53 including staff. The confirmed occupant load will be confirmed by the City of Richmond.

**2. TARGET MARKET:**

The target demographic will be patrons from all income levels. Tourists, locals and regular customers will patronize the establishment to have light meals, drinks and use the golf simulators, using their own clubs or those provided by the establishment. The focus of the establishment will be to attract locals to the establishment, including residents of Richmond and Vancouver.

### **3. Composition of the Neighbourhood**

This neighbourhood is mixed residential and commercial use. The zoning for this area is specifically for commercial use. The City of Richmond has zoned this area to permit commercial uses including liquor primary establishments.

Please see the attached map for details of the neighbourhood characteristics, including social facilities, schools and public buildings. There are no social facilities within a two block radius of the site.

This establishment shares the block with other commercial businesses including an oil change shop, and several restaurants.

We have used a distance guideline of two city blocks, given that this located in the City of Richmond, in a built-up residential and commercial area. .

### **4. BENEFITS TO THE COMMUNITY:**

The addition of a licensed golf simulator centre to this neighbourhood in the City of Richmond will be a positive addition to the community. In addition, it will also provide for:

- employment opportunities for residents of the community;
- a potential location for fundraising and small community events;
- payment of provincial and city taxes;
- a further diversification the hospitality venues available in Richmond.
- an additional recreational venue for all ages.

### **5. Impact of noise on the surrounding community**

The establishment is in the ground level of a commercial building complex formerly occupied by an e-gaming business . As such, the noise impact to the neighborhood will be minimal and noise will only be generated when people enter and exit the establishment.

The focus of this establishment is recreation and there will be no noise impacting the community.

### **6. Other Impacts on the surrounding community**

This is a small recreation centre located in a commercial area of Richmond, adjacent to a major road artery and Skytrain line . The impact on parking is minimal. There is parking available at the rear of the establishment and the existing business complies with City parking bylaws

The centre will be staffed by three staff on a daily basis as well as a manager. Each of the staff members will be trained and certified by "serving it right". The operational controls will ensure a safe and orderly environment to be enjoyed by the patrons.

There are no public buildings or facilities that would be impacted by the lounge and lounge operations. We have provided site maps of the neighbourhood, identified as a two block radius. There are no other liquor primary establishments located in close proximity to the establishment.

#### **7. Other information and Request to Permit Minors in the establishment**

The applicant will be operating under and complying with all City bylaws, including those related to noise and licensed establishments.

The proposed establishment space will have some ability to provide hot food service to patrons however will not have a full kitchen. There will be a focus on Chinese pub-style food including sandwiches and chicken wings. The applicant believes that this will enhance the experience for customers and also will promote responsible liquor service.

***The applicant is applying to permit minors into this recreational facility during the hours of 9 a.m. to 8 p.m. in the company of a parent or guardian.***

As the focus of the establishment is on recreation, it is not believed that there is a public safety risk to this occurring. It is anticipated that minors will attend the facility for golf lessons during the daytime hours and will also accompany their parents to participate in this recreational activity for birthday parties and other family gatherings. The establishment will not provide any entertainment that is not suitable for minors such as gaming or adult entertainment. Golf is a game for all ages and accordingly the applicant wishes to be able to provide their services to all-ages.

The applicant would be amenable to a licensing condition that permits minors in the company of a parent or guardian.

The applicant believes that after 8 pm there will be an older demographic frequenting the establishment, and accordingly wishes to prohibit minors entry after that time. The applicant believes that this will permit the establishment to meet the needs of the community while mitigating any risks to public safety.

In addition, the establishment will have video cameras located throughout it to provide security to patrons and also to assist in monitoring the licensed areas.

The applicant will complete any public consultation required by the Branch related to this request.

We look forward to working with you to complete this project.

**Should you have any questions or require anything further, please contact me directly at 778-885-6582 or [steve@aegirconsulting.ca](mailto:steve@aegirconsulting.ca)**

Regards,

**Aegir Consulting Inc.**

A handwritten signature in black ink, appearing to read 'Stephen Barron', followed by a horizontal line.

Stephen Barron  
Encl.

THIS DRAWING IS AN INSTRUMENT OF SERVICE TO THE PROPERTY OF DEWELL INTERIORS INC. IT IS THE PROPERTY OF DEWELL INTERIORS INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF DEWELL INTERIORS INC. THE CLIENT AGREES TO HOLD DEWELL INTERIORS INC. HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST DEWELL INTERIORS INC. BY ANY THIRD PARTY AS A RESULT OF THE CLIENT'S USE OF THIS DRAWING.

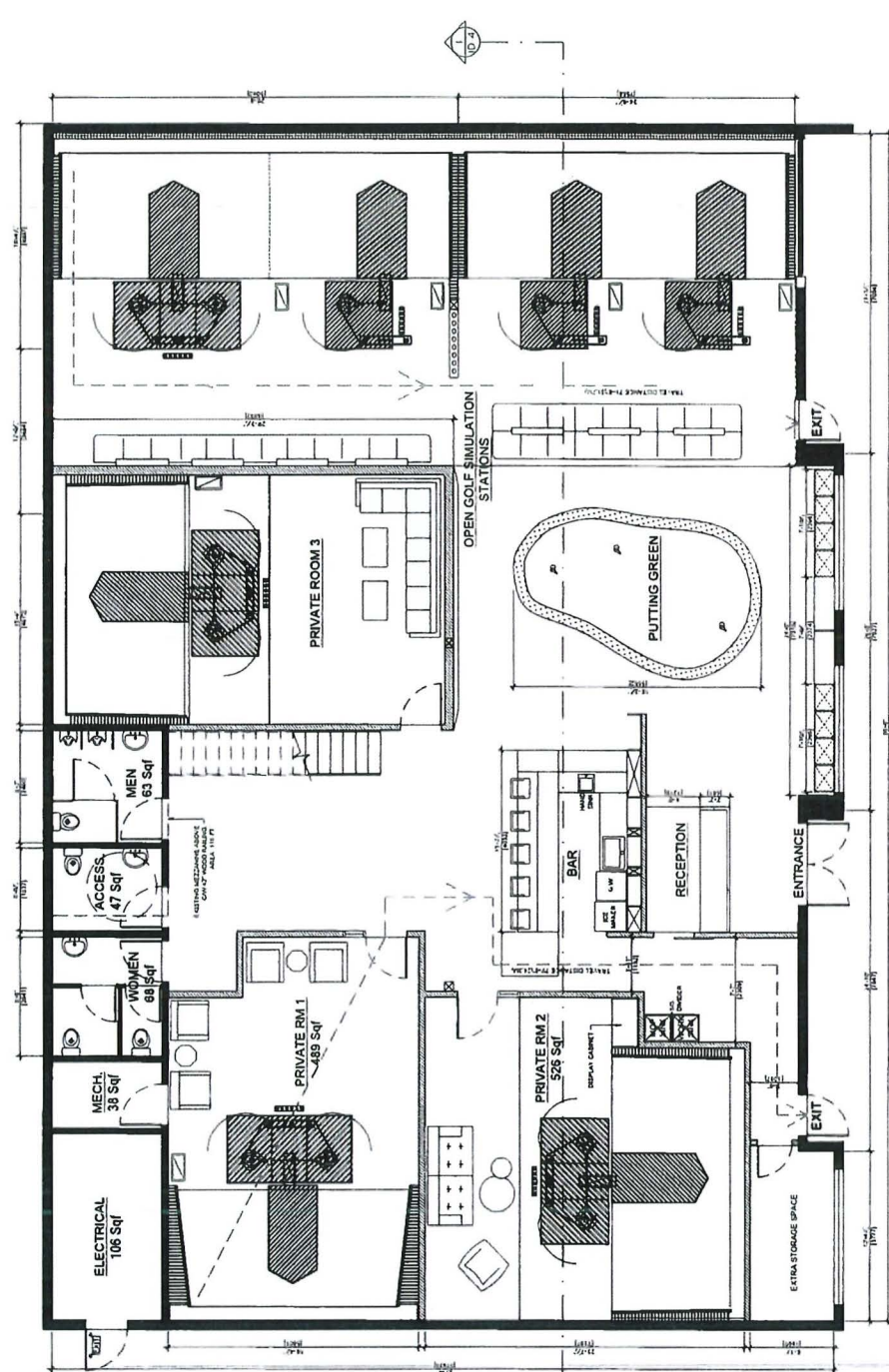
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PROJECT  
 BIRDIE INDOOR GOLF  
 CENTER  
 PROJECT ADDRESS  
 120-4280 NO.3 RD.  
 RICHMOND, BC

DESIGNED FOR  
 BUILDING PERMIT

DRAWING TITLE  
 PROPOSED FLOOR PLAN

PROJECT NO.	66
DATE	2023-03-18
SCALE	1/4"=1'-0"
DRAWN	
CHECK	
SHEET NO.	10-1

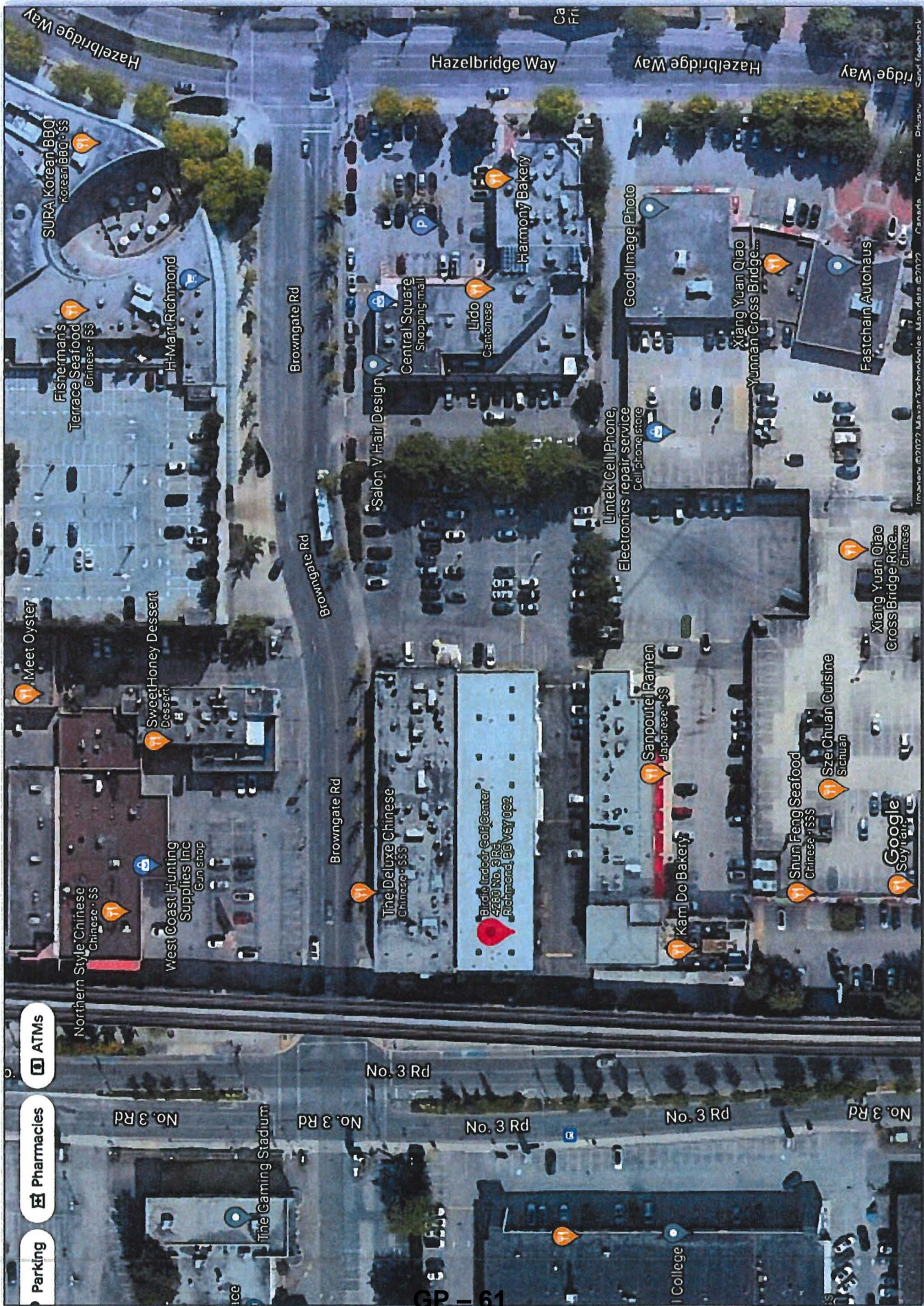


PROPOSED FLOOR PLAN  
 1/4" = 1'-0"

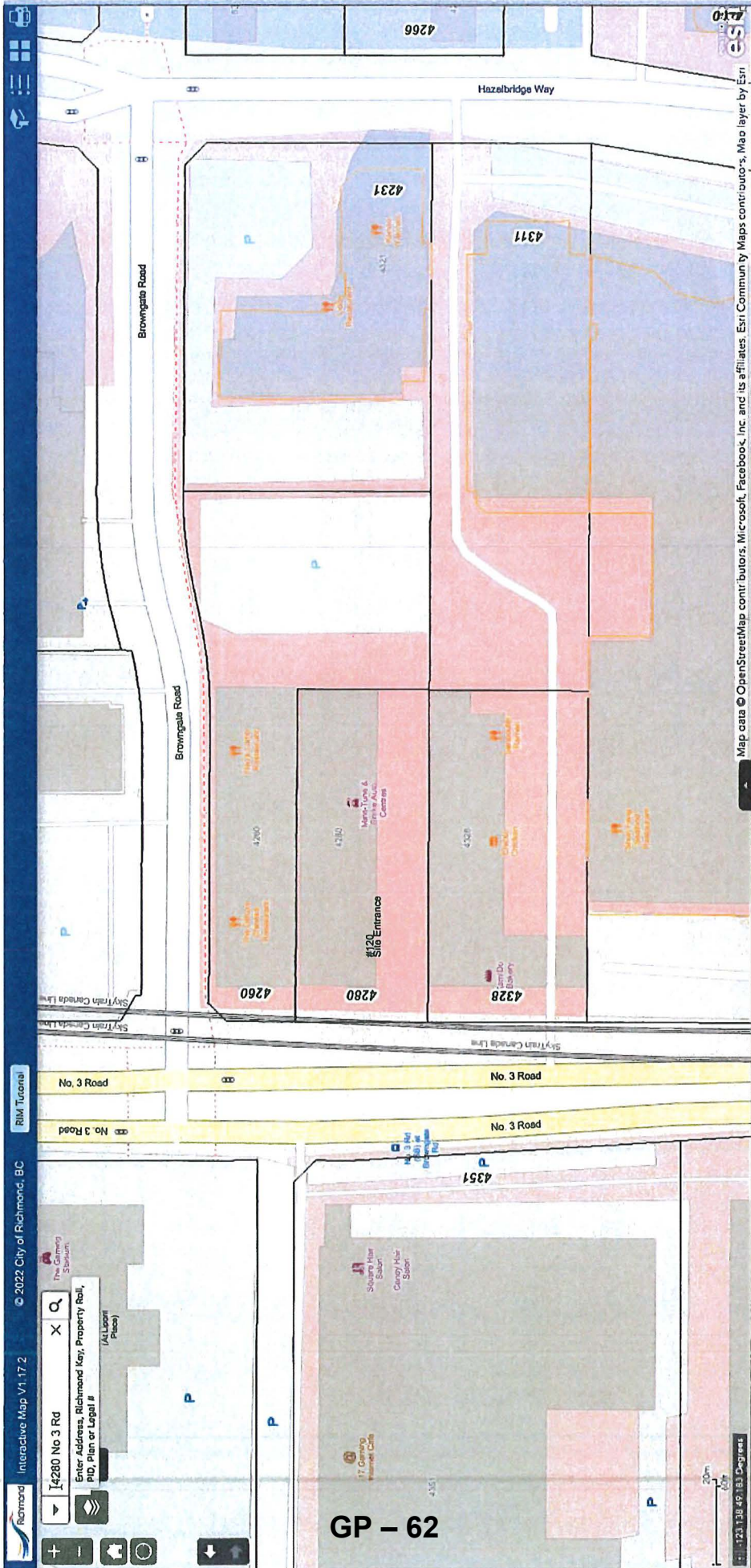
**OCCUPANCY LOADS**

AREA	AREA (SQ FT)	AREA (SQ M)	FLOOR LOAD (PSF)	FLOOR LOAD (KPA)
MECH	38	3.5	10	1.5
ELECTRICAL	106	9.8	10	1.5
MEN	63	5.8	15	2.2
WOMEN	63	5.8	15	2.2
PRIVATE RM 1	489	45.2	10	1.5
PRIVATE RM 2	528	48.8	10	1.5
PRIVATE RM 3	489	45.2	10	1.5
PUTTING GREEN	489	45.2	10	1.5
OPEN GOLF SIMULATION	1200	111.5	10	1.5
BAR	120	11.1	15	2.2
RECEPTION	120	11.1	15	2.2
ENTRANCE	120	11.1	15	2.2
EXIT	120	11.1	15	2.2
TOTAL	3000	278.7	10	1.5



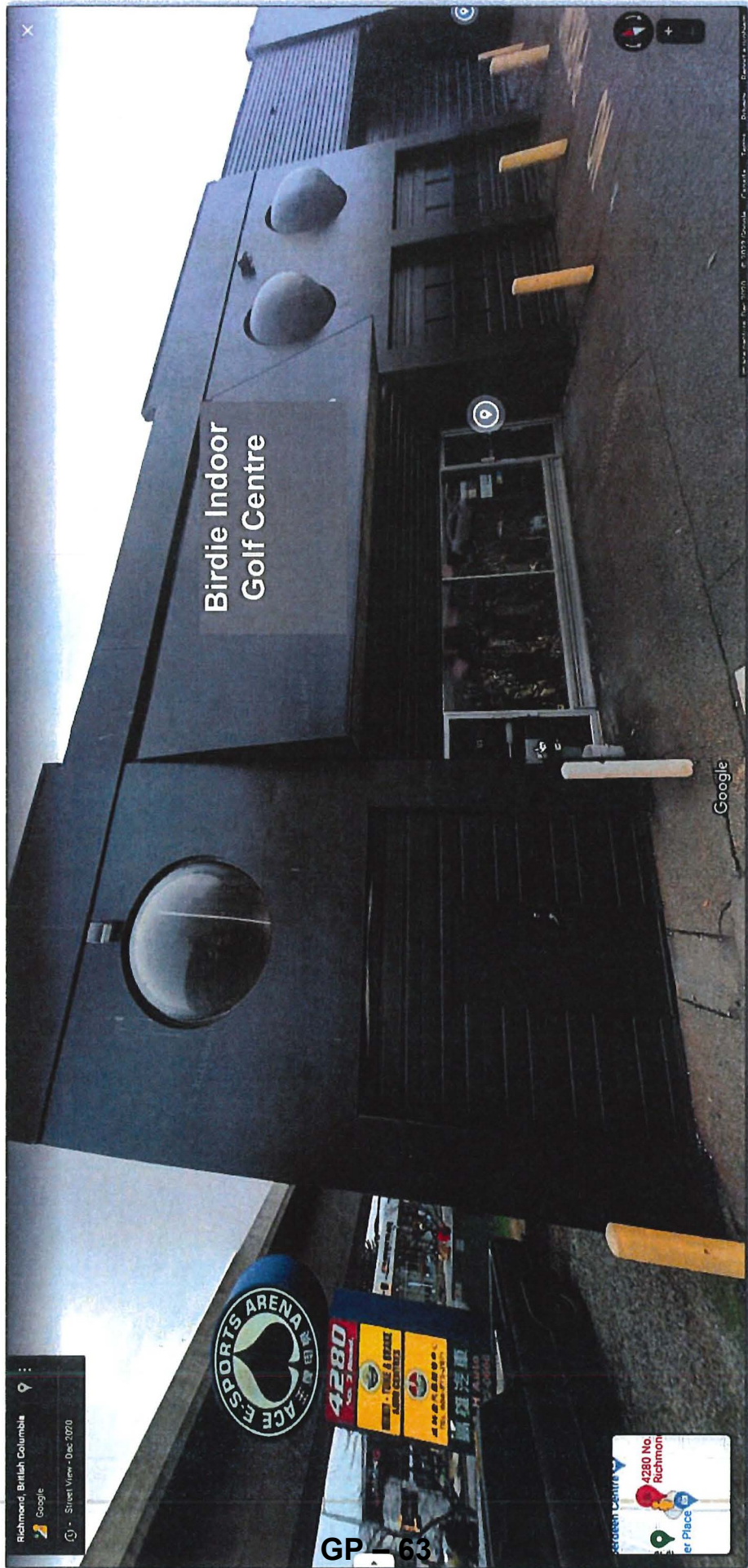




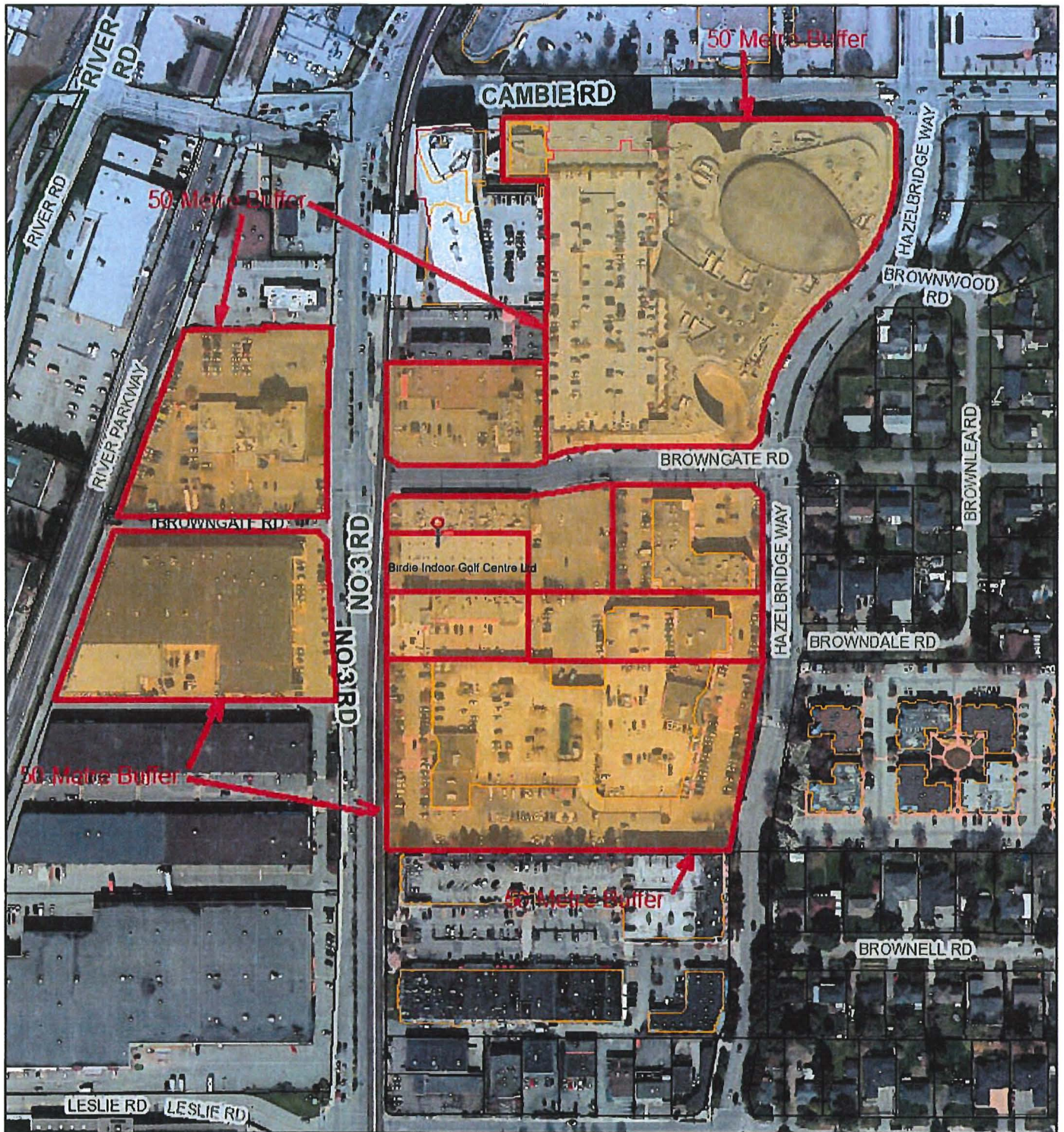


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## Points

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4280 No 3 Rd Unit 120



City Hall

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# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Mark Corrado  
Director, Community Bylaws and Licencing  
**Date:** November 2, 2022  
**File:** 12-8275-30-001/2022-Vol 01  
**Re:** Application to Amend Food Primary Liquor Licence # 308845  
Vanshoots Management Ltd., dba Remix Restaurant and Bar at 8300 Capstan Way Unit 1008

### Staff Recommendation

1. That the application from Vanshoots Management Ltd., doing business as Remix Restaurant and Bar, for an amendment to Food Primary Licence #308845, requesting an increase to their hours of liquor service from Sunday to Saturday, 9:00AM to Midnight, to Sunday to Saturday, 9:00AM to 2:00AM, be supported, and:
  - a. Total person capacity currently set at 149 persons will not change.
2. That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A, advising that Council recommends the approval of the licence amendment for the reasons that this amendment has been determined, following public consultation, to be acceptable in the area and community.

Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)  
Att. 3

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licenses in accordance with the *Liquor Control and Licensing Act* (Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCRB and the City of Richmond by Vanshoots Management Ltd., doing business as Remix Restaurant and Bar, (Remix) for an amendment to the Food Primary Liquor Licence #308845, proposing an increase to liquor service hours from 9:00AM to Midnight, Sunday to Saturday, to proposed hours of 9:00AM to 2:00AM Sunday to Saturday. There is no increase proposed to the total person capacity, which will remain the same at 149 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 amendment application for an amendment to the 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 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

Remix is situated at 8300 Capstan Way Unit 1008. The property is zoned Auto-Oriented Commercial (CA) – this zone provides for a mix of commercial and related uses oriented to vehicular access. This noted property has 29 various types of businesses providing permitted uses such as personal service, office, education commercial, retail general, and restaurants. The operator took over the premises that had a similar business in May 2022.

The applicant's request for an increase in later service hours is to better serve their clients and the community. This would add greater flexibility to the venue and provide a more equitable opportunity to better serve the public in competing with other food venues in the area who have already received the later service hours.

### Impact of Noise on the Community

The location of this establishment is such that there should be no noise impact on the community. The extended hours of liquor service under the Food Primary Liquor Licence should not change the establishment such that it is operated 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:
  - (b) 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 August 18, 2022 and three advertisements were published in the Richmond News newspaper on August 18, 2022, August 25, 2022 and September 1, 2022.

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 August 16, 2022, 795 letters were sent to residents, businesses and property owners. The letter provided information on the proposed liquor licence amendment application and contained instructions to comment on the application. The period for commenting for all public notifications ended September 17, 2022.

As a result of the community consultation process described, the City has received one letter with no objections to this liquor application.

### Other Agency Comments

As part of the review process, staff requested comments from other departments and agencies such as Business Licence Department, Building Approvals Department, Richmond Fire-Rescue (RFR), Richmond RCMP, and Vancouver Coastal Health (VCH). These agencies and departments generally provide due diligence regarding the applicant's operations and premises.

RCMP, Building Approvals Department, Business Licence Department and VCH provided comments with no concern. RFR has previously find issues that were resolved and is now waiting for the Fire Safety Plan, the only outstanding deficiency. RFR states this remaining item will not effect occupancy.

**Financial Impact**

None.

**Conclusion**

The results of the community consultation process for Vanshoot's application for extended service hours 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 ongoing concerns were raised from the regulatory agencies. Based on the culmination of these factors, the application to amend the Food Primary Licence with no change to person capacity, is recommended.



Christine Chen  
Sign/Business Lic Inspector  
(604-276-4153)

MC:cc

- Att. 1: Appendix A  
2: Letter of Intent  
3: Aerial Map with 50 Metre Buffer Area



## Appendix A

---

**Re: Application to Amend Food Primary Liquor Licence # 308845 - Extended Service Hours – Vanshoot Management Ltd., DBA: Remix Restaurant and Bar at 8300 Capstan Way Unit 1008, Richmond B.C.**

---

1. That the application from Vanshoot Management Ltd., DBA: Remix Restaurant and Bar, operating at, 8300 Capstan Way Unit 1008, requesting an increase to hours of liquor service to the Food Primary Liquor Licence #308845, be supported for:
  - a) A permanent change to hours of liquor service;
    - i) **From**, Sunday to Saturday, 9:00 AM to Midnight,
    - ii) **To**, Sunday to Saturday, 9:00 AM to 2:00 AM;
  - b) Total person capacity will remain the same at 149 persons;
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that Council supports the amendment for a permanent change to hours of liquor service to the Food Primary Liquor Licence #308845, with the hours as listed above, and;
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 incidents of non-compliance with the business, the amendment to change hours of liquor service to 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 fifty (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 (3) 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 ninety (90) days of the application process; and
  - ii) The community consultation process generated no comments opposed to this application.
- f) Council recommends the approval of the amendment to the Food Primary Liquor Licence with extended hours of liquor service to 9:00 AM to 2:00 AM, Sunday to Saturday, for reasons that the addition of the extended hours proposed is acceptable to the majority of the residents, businesses and property owners in the area and the community.

**ÆGIR Consulting Inc**  
PO BOX 21136  
Vernon, B.C.V1T 9T7  
Telephone: 778.885.6582  
www.aegirconsulting.ca

City of Richmond  
6911 No. 3. Road,  
Richmond BC

Attention: Christine Chen

**Re:                                      Applicant: Vanshoots Management Ltd.  
   dba Remix Restaurant  
   At:1008-8300 Capstan Road B.C.  
   Permanent Change to Food Primary Liquor Licence #30884**

**Letter of Intent - Extension of Liquor Service Hours**

We act as the Agent for the above applicant and are applying for a an extension to the hours of liquor service for the liquor licence.

We have attached the following documents for your review:

- City of Richmond Application - Amendment to Existing Liquor Licence.
- Food Primary License.
- Red-Lined Floor plan.
- Letter of Authorization.

The application fee of \$627 will be provided when these documents are submitted to your office.

**Extension of Liquor Service**

Our client wishes to extend the hours of liquor service from the current time midnight until 2:00 a.m..

The primary demographic of this establishment is 20-50 years old who come to the restaurant to enjoy the food and beverage service and mingle with friends and acquaintances. The majority of the customers do not come to this restaurant until later evening.

The restaurant provides full food service and a late night menu until 2 a.m. This request will enable customers to have liquor with their meal at a later time.

Our client believes that these hours of liquor service are reasonable and fit in with the City of Richmond's liquor licensing policy for the area, given that this is a low-risk establishment located in a busy business plaza with other similar establishments which are open during similar hours.

We are aware that there are notification requirements including a sign and newspaper advertisements and will wait for you to advise of the next steps in the process.

**Should you have any questions or require anything further, please contact me directly at 604-778-885-6582 or [steve@aegirconsulting.ca](mailto:steve@aegirconsulting.ca)**

We look forward to your assistance in completing this project.

Regards,

**Aegir Consulting Inc.**

A handwritten signature in black ink, appearing to read 'Stephen Barron', with a long horizontal line extending to the right.

Stephen Barron  
Encl.

**TO WHOM IT MAY CONCERN**

**LETTER OF AUTHORIZATION**

**TO ANY AND ALL LIQUOR LICENSING ISSUES AND/OR APPLICATIONS**

---

I hereby authorize Aegir Consulting Inc. to represent the following Company and/or our interests regarding the current liquor licence in matters under the jurisdiction of the relevant Provincial Authority (Including the Liquor and Cannabis Regulation Branch of BC )

This appointment and authorization will remain in effect until modified or revoked by written notification sent to the government in question.

All Communication shall be made directly with the company at:

**AEGIR CONSULTING INC.**  
**#130-1005 COLUMBIA STREET**  
**PO BOX 42555**  
**NEW WESTMINSTER, B.C.V3M 6L7**

**778-885-6582**

Yours Truly,

Jing Qian  
Name

Director  
Title

  
Signature  
Vanshoots Management Ltd.

Applicant Company

July 19/2022  
Date



**City of  
Richmond**

**Application for New Liquor Licence or  
Amendment to Existing Liquor Licence**

Permits Section

6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

**SECTION A** (To be completed by all Applicants)

**Address of Premises:** 1008-8300 Capstan Way RICHMOND, B.C., V6X4B7

**Applicant(s) Name:** Stephen Barron/ Aegir Consulting Inc. Agent for applicant

**Applicant(s) Address:** 1008-8300 Capstan Way RICHMOND, B.C., V6X4B7

**Telephone No.:** 778-885-6582  
Business Residence

Postal Code

**Corporation Name:** VANSHOOTS MANAGEMENT LTD.

**Business Licence No.:** 22-007121 A1

**Application Type:**

Amendment to an existing Liquor Primary Liquor Licence or a request for post-midnight liquor service hours of operation for a Food Primary Liquor Licence (Restaurant)?

☒ Yes ☐ No (If yes, please complete Section B)

**SECTION B** (To be completed by Applicants seeking to amend existing Liquor Licence)

**Existing Provincial Liquor Licence No.:** 308845

Valid copy attached (required):

☒ Yes ☐ No

**Licence Type:** Food Primary

**Seating Capacity:** Indoor: 149 Outdoor: \_\_\_\_\_

**Hours of Operation:**  
Monday to Thursday: 0900-Midnight  
Friday & Saturday: 0900-Midnight  
Sunday: 0900-Midnight

**No. of Lounge Seats:** N/A (Food Primary Liquor Licences only) ☐ Indoor ☐ Outdoor

**Proposed Total Patron Capacity:** **No. of Indoor Seats:** \_\_\_\_\_

**No. of Patio Seats:** \_\_\_\_\_

Patio located on Private Property: ☐ Yes ☐ No

**Proposed Hours of Operation:** **Monday to Thursday:** 0900-0200

**Friday & Saturday:** 0900-0200

**Sunday:** 0900-0200

**Size of Premises:** **Present:** NO CHANGE sq. ft./sq. m.

**Proposed:** \_\_\_\_\_ sq. ft./sq. m.

**Present Size of Licenced Area:** \_\_\_\_\_ sq. ft./sq. m.

### **SECTION C** (To be completed by Applicants seeking new Liquor Licence)

**Business Type:** \_\_\_\_\_  
(e.g. Hotel Lounge, Cabaret, Neighbourhood Pub, etc.)

Are you converting/transferring an existing Liquor Licence? ☐ Yes ☐ No

If yes, what is the address of the existing Licence? \_\_\_\_\_

Valid copy of Liquor Licence attached (required): ☐ Yes ☐ No

Entertainment: ☐ Yes ☐ No

If yes, what type of entertainment? \_\_\_\_\_

Food Service: ☐ Yes ☐ No

If yes, what type of food? \_\_\_\_\_

**Proposed Patron Capacity:** **Total No. of Seats:** \_\_\_\_\_

Patio: ☐ Yes ☐ No

If yes, no. of Patio Seats: \_\_\_\_\_

Proposed Patio location: ☐ Private Property ☐ City Sidewalk

**Proposed Hours of Operation:** **Monday to Thursday:** \_\_\_\_\_

**Friday & Saturday:** \_\_\_\_\_

**Sunday:** \_\_\_\_\_

**Size of Premises:** \_\_\_\_\_ sq. ft./sq. m.

**Size of Licenced Area:** \_\_\_\_\_ sq. ft./sq. m.

Development Permit Application submitted:

☐ Yes ☐ No

Application No.: \_\_\_\_\_

Date: 2022 July 19

\_\_\_\_\_  
Applicant's Signature

or

Aegir Consulting Inc.  
Agent for Applicant



### For Office Use

Letters Sent \_\_\_\_\_ Date: \_\_\_\_\_

Ads in Paper (3) copy received: ☐ Yes ☐ No

Dates of Publications: \_\_\_\_\_

Sign Advertisement Posted: ☐ Yes ☐ No

Date Received: \_\_\_\_\_  
From Applicant \_\_\_\_\_ From LCLB Victoria \_\_\_\_\_

Fire Occupant Load: \_\_\_\_\_

Building Occupant Load: \_\_\_\_\_ Exit Governing: \_\_\_\_\_ Washroom Governing: \_\_\_\_\_

Application Fee Received: ☐ Yes ☐ No Additional Application Fees: \_\_\_\_\_

Summary Application from LCLB: ☐ Yes ☐ No

Does this application comply with LCLB Policy/Regulations? ☐ Yes ☐ No

Does this application comply with Council recommendation? ☐ Yes ☐ No

Does this application comply with public input? ☐ Yes ☐ No





# Liquor and Cannabis Regulation Branch

## Food Primary #308845

Expires on August 31, 2022

Establishment Name: **Vanshoots Restaurant**  
Licence Name: **Vanshoots Restaurant**  
Location Address: 1008-8300 Capstan Way  
RICHMOND, B.C., V6X4B7  
Issued to: VANSHOOTS MANAGEMENT LTD.

### TERMS AND CONDITIONS

#### HOURS OF SALE

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Start</b>	<b>09:00</b>	<b>09:00</b>	<b>09:00</b>	<b>09:00</b>	<b>09:00</b>	<b>09:00</b>	<b>09:00</b>
<b>End</b>	<b>00:00</b>	<b>00:00</b>	<b>00:00</b>	<b>00:00</b>	<b>00:00</b>	<b>00:00</b>	<b>00:00</b>

#### CAPACITY

Person01	149
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- The terms and conditions to which this licence is subject include the terms and conditions contained in the licensee Terms and Conditions Handbook, which is available on the Liquor and Cannabis Regulation Branch website. The Terms and Conditions Handbook is amended from time to time.
- For the sale and consumption of all types of liquor in establishments with a primary focus on the service of food.
- Liquor may only be sold, served and consumed within the service areas outlined on the official plan, unless otherwise endorsed or approved by the LCRB

YOUR CURRENT VALID LICENCE MUST BE PROMINENTLY DISPLAYED AT ALL TIMES. TAMPERING, ALTERING OR DEFACING THIS LICENCE IN ANY MANNER MAY RESULT IN THE LICENCE BEING CANCELLED.

Licence issued by the General Manager under the authority of the Liquor Control and Licensing Act.

Licence Printed: July 05, 2022

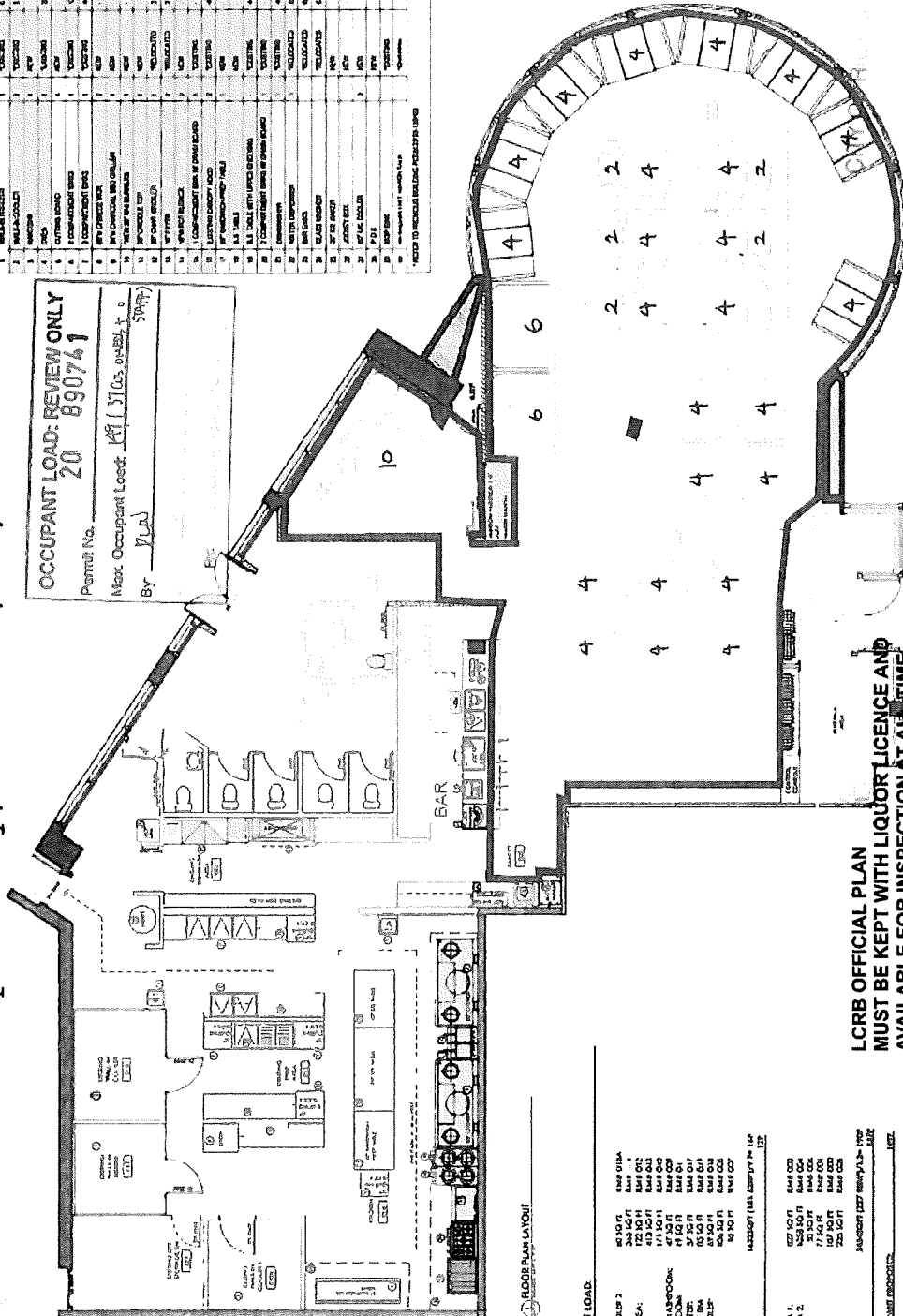
# 8300 CAPSTAN WAY, UNIT 1008

1008-8300 Capstan Way, Richmond, BC, V6X 4B7



OCCUPANT LOAD: REVIEW ONLY  
20 890741  
Permit No. \_\_\_\_\_  
Max. Occupant Load: 141 (1103, 08-24-10, 10-10-10)  
By: [Signature]

ITEM	DESCRIPTION	UNIT	REMARKS	REVISION
1	MEAT COOLER	1	1	1
2	MEAT COOLER	1	1	1
3	MEAT COOLER	1	1	1
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LCRB OFFICIAL PLAN  
MUST BE KEPT WITH LIQUOR LICENCE AND  
AVAILABLE FOR INSPECTION AT ALL TIME

Date Issued: September 04, 2020  
FP Licence # 308845 General Manager

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139 Cusl





10/19/2022, 7:22:06 AM

Lines

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Points

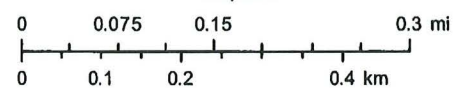
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Areas

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Select properties based on spatial relation to a layer \_GP - 79

1:9,028







# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Mark Corrado  
Director, Community Bylaws & Licencing  
**Date:** November 3, 2022  
**File:** 12-8350-05-AMANDA  
#/Vol 01  
**Re:** **Soil Use for the Placement of Fill Application for the Property at 22040 River Road (Thandi)**

### Staff Recommendation

That the 'Soil Use for the Placement of Fill' application, submitted by Avtar Thandi (the "Applicant"), proposing to deposit soil for the purpose of improving the agricultural capability of the property located at 22040 River Road, be authorized for referral to the Agricultural Land Commission (ALC) for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.

Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)

Att. 6

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Engineering	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Sustainability & District Energy	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The City of Richmond has received a 'Soil Use for the Placement of Fill' application for the property located at 22040 River Road (Property). The Applicant is proposing to import and deposit 7,630 cubic metres of soil to improve the agricultural capability of the Property to grow blueberries.

The Property is situated within the Agricultural Land Reserve (ALR) and is subject to provisions of the *Agricultural Land Commission Act (ALC Act)* and its regulations, and the City's Soil Deposit and Removal Bylaw No. 10200 (Soil Bylaw).

Pursuant to applicable Provincial regulations, a 'Soil Use for the Placement of Fill' application requires authorization from local government in order to be referred to the Agricultural Land Commission (ALC) for their review and approval. As such, this application must be submitted to the City for review and a decision from Council. Should the application be referred to the ALC and should it subsequently be approved by the ALC, the Applicant is required to satisfy the City's requirements outlined in the Soil Bylaw before a soil deposit permit would be issued by the City.

The Applicant has satisfied all of the City's referral requirements for submission to the ALC.

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.*

*2.1 Continued leadership in addressing climate change and promoting circular economic principles.*

*2.3 Increase emphasis on local food systems, urban agriculture and organic farming.*

### Analysis

The Property is zoned AG1 (Agriculture). The current zoning permits a wide range of farming and compatible uses consistent with the provisions of the *ALC Act* and Regulations and the City's Official Community Plan and Zoning Bylaw. The Applicant is proposing to deposit 7,630 cubic metres of soil over 0.76 hectares (ha) of the Property at an average depth of 1.0m. The primary objective is to improve the agricultural capability of the Property by eliminating excess water issues by raising the elevation of the property.

### Uses on Adjacent Lots

- To the North: ALR – Fraser River
- To the East: ALR – Land is not in agricultural production
- To the South: ALR – Land is not in agricultural production

- To the West: ALR – Land is not in agricultural production

Table 1: Existing Information and Proposed Changes for the Property

Item	Existing
Owner	Thandi Enterprises Ltd.
Applicant (the “Applicant”)	Avtar Thandi
Qualified Agrologist (the “Agrologist”)	Daniel Lamhonwah, PhD, MES, P. Ag. (Madrone Environmental Services Ltd.)
Qualified Professional (the “Engineer”)	Dr. Stephen Ramsey, P. Eng.
Lot Size	1.23 hectares (3.03 acres)
Current Land Uses	The Property is currently being farmed
Proposed Land Uses	The Applicant intends to continue farming the Property following completion of the proposed project
Zoning	AG1
Official Community Plan Designation	Agriculture
ALR Designation	The Property is within the ALR
Riparian Management Area (RMA)	Yes; soil placement is permitted within west property boundary 15m RMA
Environmental Sensitive Area (ESA)	Yes; no disturbance proposed

### Project Overview

The Applicant is proposing to deposit 7,630 cubic metres of soil over 0.76 ha of the Property at an average depth of 1.0m above current grade within the proposed soil deposit area. The primary objective is to improve the agricultural capability of the Property by eliminating excess water issues by raising the elevation of the Property.

Due to current poor drainage conditions on the Property that result in excess wetness and poorly drained organic soils as per the Agrologist, the aforesaid conditions negatively impacts the Applicant’s ability to maintain a viable crop on the Property. As per the Agrologist, should the proposal be approved and carried out as recommended, the Property shall improve from a Class O4W (with excess water limitations) to a 2W classification (only short periods of excess water).

The estimated duration of the project is one year.

The timeline for completion is heavily dependent on ensuring the appropriate soil, as recommended by the Agrologist, is sourced to complete the project. Soil sourcing has not commenced at this time due to the considerable period of time involved with respect to the soil deposit application process and seeking approval from the City and ALC.

Following completion of the project, the Owner is proposing to grow blueberries; however, the soil to be imported will provide flexibility for the Applicant to grow the widest range of crops should the Applicant wish to do so in the future.

#### Staff Comments

The proposal aligns with a number of Council endorsed strategies and directions including concerns about the use of Richmond soil. Other objectives satisfied by the project are described as follows:

- The Applicant's desire to utilize Richmond soil where possible provides for a reduction in carbon emissions as there will be a considerable decrease in mileage as trucks will not be traveling back and forth from City approved development projects to the Fraser Valley as is the common practice; and
- The proposal to raise the Property to improve the agricultural viability is consistent with the City's current Flood Protection Management Strategy, which identifies raising land levels within all areas of the City as a key overall long-term objective.

#### Richmond Food Security and Agricultural Advisory Committee (FSAAC) Consultation

The Applicant presented the proposal to the FSAAC on May 26, 2022. The FSAAC unanimously supported the proposal passing the following motion with a condition:

*The Food Security and Agricultural Advisory Committee (FSAAC) support the ALR Soil Use for Placement of Fill Application at 22040 River Road subject to the City requiring a bond to ensure the farm plan is implemented and the FSAAC also encourage the applicant to consider alternative soil management practices (including placing the fill on top of the existing peat), should this be acceptable to the ALC.*

*Carried Unanimously*

#### Agricultural Considerations

The Applicant retained Madrone Environmental Services Ltd. to review and assess the Property and prepare recommendations to improve the growing conditions on the Property which included recommending the type of soil that would be acceptable to improve the property. The Agrologist has provided a Soil Placement Plan (Attachment 1).

The Soil Placement Plan addresses the current soil conditions on the Property. The Agrologist has concluded that the Property has a Class O4W (with excess water limitations). As per the Land Capability Classification for Agriculture in British Columbia Ministry of Environment (1983), a Class O4W property (where the 'O' indicates organic soils) has "frequent or continuous occurrence of excess water during the growing period causing moderate crop damage and occasional crop loss. Water level is near the soil surface during most of the winter and/or until late spring preventing seeding in some years, or the soil is very poorly drained." See attachment 2 for photos from Applicant.

In addition, the Agrologist confirms a secondary limitation and a classification of 5I due to frequent flooding (seven days or more per year), which negatively impacts the current blueberry crop. The current lease holder (Mr. Gurpal Singh) who has farmed the Property, confirms that there is “heavy flooding”, which has impacted blueberry production (Attachment 3).

As noted in the Soil Placement Plan, the Applicant intends to retain the native topsoil and will strip/excavate and stockpile prior to importation and post-removal of the blueberry bushes. The Agrologist will be responsible for monitoring/ensuring the stripping of the native soil is completed as recommended. Following completion of importation, the native topsoil will be placed on top of the imported soil.

It is the opinion of the Agrologist that:

*Adding soil will elevate the topography over the whole area and will improve drainage in the subsurface. If soil placement proceeds according to the proposal, [the Agrologist] estimate[s] that the post-soil Land Capability for Agriculture ratings will improve from Class O4W with excess water limitations to a Class 2W with only short periods of excess water. The inundation limitation posed by the annual flooding from the watercourse should also be improved to Class 2W due to [the] increased grade of the land above the watercourse.*

The proposal to import soil to raise a portion of the property to improve the property’s agricultural viability is consistent with the City’s current Flood Protection Management Strategy.

Bruce McTavish (MSc, MBA, PAg, RPBio) has reviewed the proposal (Attachments 4 & 5) from an agricultural perspective on behalf of the City. Mr. McTavish has stated that the Soil Placement Plan has addressed all issues he identified in his initial review dated September 26, 2019.

Mr. McTavish has confirmed (November 15, 2021) that the proposal satisfies requirements as per ALC Policy P-10 “Criteria for Agricultural Capability Assessments.”

City staff have reviewed the reports provided by the Agrologist and have concluded that the reports satisfy the City’s requirements.

#### Drainage & Geotechnical Considerations

The Applicant has provided the City a Geotechnical Assessment (Attachment 6) and a Drainage Plan.

The Geotechnical Assessment, provided by Dr. Stephen Ramsay, P.Eng. (Grey Owl Engineering), has determined the proposal “will not lead to any settlement or stability issues.” As per the Assessment, “the proposed soil deposit will have no adverse consequences to adjacent areas of the subject property or to adjacent properties.”



Staff have reviewed the Geotechnical Assessment and have no concerns relative to the conclusions of the Applicant's qualified professional.

Staff have reviewed the Drainage Plan and have no concerns relative to the conclusions of the Applicant's qualified professional.

#### Environmental Considerations

The Property has a small portion designated as an Environmentally Sensitive Area (ESA). The Agrologist and Owner have indicated that the ESA will not be disturbed.

There are no trees within the proposed soil deposit area.

No soil will be placed within the designated 15m Riparian Management Area (RMA) that extends along River Road to the north of the property. Soil will be placed within the designated 15m RMA that extends along the western property line. The proposed farming activity is not subject to the Riparian Areas Protection Regulation and is therefore permitted within the 15m RMA.

Should the City and ALC provide approval, the City's soil deposit permit (Permit) conditions will require that all work undertaken in or around a watercourse, must be completed in compliance with the *Water Sustainability Act*, under the guidance of a Qualified Environmental Professional (QEP). The City will require that erosion and sediment control measures be installed and inspected by a QEP should it be deemed necessary by City staff.

#### Financial Costs and Considerations for the Applicant

Due to ongoing and approved development within the City of Richmond and the Lower Mainland, developers and contractors must find a location (End Site) that will accept soil excavated and removed off-site to facilitate development. Due to such demand, a market has been created in which End Site owners can generate income via tipping fees such as the fees collected by the City for accepting agriculturally viable soil for the Garden City Lands. Such fees are variable depending on the location, type and volume of soil, and season. Contractors are willing to pay a premium based on location of the soil (Source Site) to the End Site in order to reduce costs.

Although End Site owners derive income due to tipping fees, said owners do incur significant costs to undertake such projects. It is anticipated that the project may generate tipping fees in excess of \$100,000 for the Applicant. However, the income derived through tipping fees shall be offset by costs due to upfront reporting expenditures, site preparation, project management, daily personnel and machine expenditures, ongoing inspection and reporting by the project's agrologist-of-record, drainage upgrades, implementation of the farm plan and final reporting expenses.

As per the Consolidated Fees Bylaw No. 8636, the City will require payment from the Applicant of a non-refundable volume fee in the range of \$7,630 and \$15,260.

### Road and Traffic Considerations

Transportation staff have reviewed the proposal and will require a Transportation Management Plan should the application receive approval.

### Soil Deposit Permit Requirements and City Inspection and Project Oversight Protocols

Should the proposal receive ALC and City approval, City staff will prepare a comprehensive Permit that sets out a number of conditions, including but not limited to:

- Project oversight and reporting requirements by a qualified agrologist;
- Source site inspection requirements;
- Monitoring requirements;
- Requirements for protection of the Riparian Management Area near the proposed truck entrance point on River Road;
- Permitted hours/days of operation;
- Traffic Management Plan requirements; and
- Security deposits (explanation below).

Qualified Professional reporting requirements are intended to be similar to the requirements for the Sixwest Holdings project (Westminster Hwy). This will include that the agrologist-of-record inspect and approve all source sites. An on-site monitor will be required to inspect each load of soil prior to deposition on the Property and maintain an accurate daily log of trucks depositing soil on the site. At the sole discretion of the City, alternate measures may be required (i.e. survey) to determine the final volume of soil deposited on the Property.

In addition to the expected reporting requirements of the agrologist-of-record or other qualified professionals, City staff will maintain proactive inspection and enforcement on the Property that will include the following:

- Multiple site inspections per week of the Property at the onset of the project to ensure conditions of the Permit are being maintained;
- Weekly site assessments to continue to be undertaken when soil importation is underway to ensure the Permit conditions are respected;
- Maintain communication with the agrologist-of-record on a regular basis;
- Review reports to ensure conditions of the Permit are being satisfied; and
- Advise the ALC of concerns relative to the project and request that ALC staff undertake inspections to ensure compliance with ALC approval conditions.

No soil will be permitted to be imported/deposited until such time as all City and ALC requirements have been satisfied and the Permit has been issued by the City.

### Security Bonds

Should the project receive approval, the City will require that the Applicant provide as per the Soil Bylaw, a security deposit in the amount of \$38,150 (\$5 per cubic metre). The security

deposit will not be returned until all conditions as stated in the Permit and the ALC approval are satisfied in their entirety, to the satisfaction of the City.

In addition, the Applicant has in response to the motion from FSAAC, advised staff that he will provide an additional security deposit in the amount of \$8,000. The additional bond will be held by the City until implementation of the Farm Plan has been completed and said completion has been confirmed by the agrologist-of-record.

In addition to the security bonds that are to be provided to the City, the ALC has the authority to require a performance bond to ensure that the project is satisfactorily completed. The bond required by the ALC is also intended to ensure the rehabilitation of the Property in the event the project is not completed. ALC performance bonds and the approved volumes from previous approvals for projects within the City are as follows:

- \$25,000 – 12,000m<sup>3</sup> (Sahota - approved August 2022)
- \$60,000 – 23,673m<sup>3</sup> (Gosal - approved October 2020)
- \$70,000 – 17,500m<sup>3</sup> (Athwal - approved May 2020)
- \$160,000 – 48,000m<sup>3</sup> (City of Richmond - approved June 2017)
- \$290,000 – 140,000m<sup>3</sup> (Sixwest Holdings - approved January 2017)
- \$500,000 – 102,080m<sup>3</sup> (Sunshine Cranberry Farms - approved January 2014)

#### Alternatives to Council Approval

Should Council not authorize staff to refer the proposal to the ALC for their review and decision; the application will be considered to be rejected. Council may add additional recommendations for ALC consideration within a referral to the ALC.

#### **Financial Impact**

Should the proposal receive approval, the project will generate revenue for the City of between \$7,630 and \$15,260.

## Conclusion

Staff recommends that the soil deposit application for the Property at 22040 River Road be authorized for referral to the ALC for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.



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Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)

MC: mm

- Att.
- 1: Soil Placement Plan (rev. 13 Jan 2022)
  - 2: Property photos re. 22040 River Rd (taken 16 Nov 2021)
  - 3: Letter from Gurpal Singh (Farmer & Property Leasee) (26 Apr 2019)
  - 4: McTavish Memo re. Madrone report review (26 Sept 2019)
  - 5: McTavish Memo re. Madrone report review (15 Nov 2021)
  - 6: Geotechnical Assessment (15 May 2021)



**SOIL PLACEMENT PLAN**

**22040 River Road  
Richmond, BC**

**FOR:**

**Mr. Avtar Thandi  
127 Balmoral Rd. West  
North Vancouver, V7N 2T6**

**BY:**

**Jessica Stewart, P.Ag.  
Madrone Environmental Services Ltd.**

**Original: June 5, 2019  
3<sup>rd</sup> Revision for CoR: January 13, 2022**

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## **SOIL PLACEMENT PLAN**

### **22040 River Road Richmond, BC**

#### **1 Introduction**

Madrone Environmental Services Ltd. (Madrone) was retained by Mr. Avtar Thandi to prepare a soil placement plan for his property located at 22040 River Road, Richmond (PID: 000-651-672).

The soil placement plan and soil deposit application will be submitted to the City of Richmond (COR) and the Agricultural Land Commission (ALC) for non-farm use of agricultural land. The property is 1.2 hectares total; however, the soil will only be placed on a 0.76 ha portion of the land, which is zoned Agricultural (AG-1), and lies within the Agricultural Land Reserve (ALR).

The primary limitation of the land for soil-based agriculture is very poor drainage (uniform class OW4 for organic soils). The property experiences excess water during the winter months late into spring, and after prolonged precipitation events during the growing season. There is a second limitation of inundation by the watercourse situated along the entire western perimeter of the property, within 15 m of the blueberry plants. I rated this to be Class 5I, which translates to frequent overflow of 7 days or more causing crop damage. Finally, there is a potential third limitation of extreme acidity resulting in poor soil fertility (5F) of Terric Mesisols. This was not lab tested for this assessment but is inferred from soil survey descriptions.

Mr. Thandi currently farms blueberries on the property but intends to cultivate nursery trees and vegetables in soil bottomed greenhouses following soil placement.

He wishes to overcome the existing agricultural limitations and raise the surface level by an average of 1 m by placing good-quality soil on the property. The total volume for this proposed project is 7,630 m<sup>3</sup>, covering approximately 0.76 ha. Mr. Thandi has approached the City of Richmond the past several years for assistance in resolving the frequent flooding on his property from a ditch along the west side; the flooding has damaged his blueberry crop. Initially, he considered applying to the ALC to have the property excluded from the ALR but would rather improve the land for farming instead of pursuing exclusion.

## **2 Physical Setting and Proposed Development**

### **2.1 Location**

Mr. Thandi's property at 22040 River Road, Richmond, BC, is approximately 22.7 km east of downtown Richmond (Figure 1). The property is situated on the south side of the Fraser River on River Road. The legal description of the property is: Lot 10 Block 5N Plan NWP8644 Section 35 Range 4W Land District 36 (PID: 000-651-672).

The property is rectangular and oriented lengthwise north-south, with a residence situated in the northeast corner and accessed via one crossing at River Road. The BC Assessment<sup>1</sup> reported lot size is 1.2 ha (3.0 acres). The entire property is zoned AG1 according to Richmond Zoning Bylaw 8672 and the property is within the ALR.

### **2.2 Historical Land Use**

The Thandi family purchased the property in 1988 and planted blueberry bushes in the rear of the lot shortly after. I reviewed aerial photographs (airphotos) of the property taken in 1982, 1986, 2009, 2013, and 2016. The 2013 and 2016 airphotos are from the City of Richmond Interactive Map<sup>2</sup>. The older three airphotos are available via a GeoBC Airphoto Viewer for Google™Earth Pro.

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<sup>1</sup> <https://www.bcasessment.ca/> BC Assessment. Accessed April 15, 2019

<sup>2</sup> <https://maps.richmond.ca/rim/> City of Richmond Interactive Map. Accessed April 15, 2019

**Table 1. Historical Airphoto Review**

Year	Photo Number	Observations & Interpretations of Property and Surrounding Area
1982	30BCC324 No. 093	<p>Approximately <math>\frac{3}{4}</math> of the property was completely cleared and appears to be cultivated for pasture grass/hay. The remaining northern <math>\frac{1}{4}</math> of the property is still vegetated with shrubs and trees. These surround a house (1950's) that was demolished prior to construction of the existing residence in 2014.</p> <p>There appears to be two wet swales – one in the centre of the property, and a smaller swale in the southern limit of the property.</p> <p>The large cranberry farms that still exist to the southwest of the site were under cultivation by this time. The farmhouse on this property was constructed in 1955. Cranberry cultivation began in BC in 1946 in the Fraser Valley. This may be one of the earliest cranberry farms.</p> <p>The subdivision that currently exists due south was at this time a wetland/peat bog with partly cleared forest and shrubs.</p> <p>West neighbouring property – cleared but no visible agriculture.</p> <p>East neighbouring property – cleared, appears to be farmed for pasture/hay.</p> <p>Farmhouse constructed in 1955.</p>
1986	30BCC535 No. 187	<p>Large portion of the cleared area (where the current blueberry farm is) is visibly wet. This shows up as a darker colour. Appears to be two connected, wet swales.</p> <p>Gilley Road right of way appears to have been recently cleared,</p> <p>The wetland/peat bog has re-vegetated. The subdivision was completed in 1993 – development works likely started sometime in the late 1980's to early 1990's.</p> <p>West neighbouring property – cultivated field, possibly a pasture/hay crop.</p>
2009	30BCC09001- 287	<p>Access roads, preparations for new residence on eastern neighbouring property (reduced crop production)</p> <p>West neighbouring – former crop cleared, possibly filled with soil (rear 2/3 of property). Large residence and tennis court constructed.</p> <p>Mr. Thandi's blueberry farm occupies majority of property and is of similar size and extent as modern day.</p> <p>Large subdivision built to south and southeast – small strip of forest still exists directly south of Mr. Thandi's property, on the east side of the cranberry farm. This strip of forest exists today. It may be city land or crown land (no property identification on BC Assessment).</p>
2013	City of Richmond Interactive Map airphoto	<p>Flooding present in the blueberry field on the property, specifically through the centre, the south, and along the eastern property line with the neighbor (Dave). It appears to be spring in this photo.</p> <p>It appears that the water came from the ditch along the western side as there is a line of water from the ditch to the flooding along the eastern property line.</p>
2016	City of Richmond Interactive Map airphoto	<p>Similar conditions as 2013 airphoto; the flood extent is very similar.</p> <p>The water levels in the ditches appear to be quite high in this photo – the water is visible all the way to the top of the bank.</p> <p>The surrounding properties do not have visible flooding in this airphoto. It is confined mainly to the Thandi property, with some shared flooding along the neighbouring property on the east side (but the flooding does not extend far into their land – it is confined to the property line with Mr. Thandi's blueberry field).</p>



**PHOTO 1: 1986 AIRPHOTO (BEFORE MR. THANDI PLANTED BLUEBERRIES) SHOWING VISIBLE WET SWALES/DEPRESSIONS IN THE MAJORITY OF THE LOT SOUTH OF THE RESIDENCE.**

These are indicated by the blue arrow.

## **2.3 Current Land Use – Property and Surrounding Area**

The blueberry farm on the property is currently leased to farmers (Star Labour Supply – Mr. Gural Singh). The hired farmers manage and sell the blueberry crop. Mr. Thandi does not reside on the property but his family members do. The residence in the northeast corner was constructed between 2013 and 2014 to replace the original old farmhouse. The surrounding farmhouses (original) are from 1955.

The surrounding area has a mix of land uses, including dense residential, industrial (railways, timber transport and storage, trucking), and agricultural. This area is the eastern limit of the ALR on Lulu Island; the ALR boundary terminates 1 km east of Mr. Thandi's property. It also terminates at the southern end of the property at the Gilley Road right of way (an old, non-status road), which is the limit of the large subdivision

constructed by 1993. The large cranberry farm to the southwest (21551 Westminster Highway) is the southeast terminus of the ALR on Lulu Island.

The nearest agricultural operations are predominantly cranberry farms. This includes the cranberry Farm at 21551 Westminster Highway (100 m southwest of the Thandi property). There was a nursery/greenhouse operation situated on the property at 22280 River Road (two properties to the east), but this was removed by 2009 airphotos and there does not appear to be any agricultural operations occurring on the property following an airphoto review for subsequent years.



**PHOTO 2. LOOKING DUE SOUTH ACROSS THE BLUEBERRY FIELD ON THE SUBJECT PROPERTY.**





**PHOTO 3. LOOKING EAST WHERE THE BLUEBERRY FIELD (NATURAL GRADE OF THE LAND) MEETS THE BERM (COMPACTED BOULDERS) CONSTRUCTED TO RAISE THE RESIDENCE TO THE FLOOD CONSTRUCTION LEVEL (3.5 M GSC).**  
The residence is on the top left of the photo.

## 2.4 Climate

Mr. Thandi's property is situated approximately 9.6 km to the east of Richmond Nature Park<sup>3</sup>, which is the nearest Environment Canada climate station with a long term record. Richmond Nature Park is situated at an elevation of 3 m above mean sea level (a.s.l.).

The thirty-year span of records from 1981 to 2010 show a mean annual precipitation of 1262 mm, a daily average temperature of 11°C, and 2244 effective growing (> 5°C) degree days.

According to the Climatic Capability for Agriculture in British Columbia map and report by Coligado, 1980, the majority of Lulu Island surrounding the property has a class 3A aridity limitation (specifically, class 3A(1)). Class 3 aridity limitations indicate drought or aridity between May 1 and September 30 resulting in moisture deficits, which are limiting to plant growth and could require moderately intensive management. This will dictate that certain crops will require irrigation for dry periods in mid-summer to early fall.

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<sup>3</sup> [http://climate.weather.gc.ca/climate\\_normals/index\\_e.html](http://climate.weather.gc.ca/climate_normals/index_e.html) Richmond Nature Park climate station.  
Accessed April 15, 2019

## 2.5 Landscape and Topography

The property is situated on the south side of the Fraser River; the natural boundary of the river is approximately 25 m north of the property line. The surrounding topography is low-lying and level with no discernible slopes.

In absence of a topographic land survey and readily available topographic contours or spot elevations for this property, the exact elevations of the property are uncertain. There are Geodetic Control Markers (GCM) located throughout this area. The nearest survey monument record to this location is situated at Westminster Highway and Fraserside Gate, approximately 775 m due east of Mr. Thandi's property. The elevation of this Geodetic Control Marker (now destroyed, as of 2015) is 1.15 m a.s.l.<sup>4</sup> I have used this information for my preliminary soil cross-section and volume diagrams. A more detailed topographic survey would be required to determine the exact elevation on site (i.e. to the nearest centimeter).

The new residence constructed between 2013 and 2014 was required to be elevated to a minimum Flood Construction Level (FCL). The current FCL for this area is 3.5 m GSC<sup>5</sup>. A geotechnical investigation report prepared for the property in 2012 by GeoPacific Consultants Ltd. reported that the grade of the house site, which was elevated by imported fills (to bring it to the FCL at that time) is between 3.0 and 3.2 m to the west and rises to about 3.7 m to 4.0 m to the east. The house was constructed on the eastern side of the filled area. The fills form a berm that slopes downwards to the natural elevation (unfilled) of the property at the blueberry farm.

The surficial geology of this area was mapped by Armstrong (1980) as post-glacial Salish Sediments, specifically, lowland peat up to 1 m thick overlying overbank sandy to silt loam up to 2 m thick (Fraser River sediments). Lowland peat is mapped as reaching up to 14 m thick to the south of the property towards Westminster Highway.

According to the City of Richmond Interactive Map program, a small portion of the property along the north, west, south, and southeast perimeter are designated Environmentally-Sensitive Areas (ESA), specifically, Intertidal and Old Fields and

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<sup>4</sup> [http://a100.gov.bc.ca/pub/mascotw/protected/final\\_long.html?Q\\_GCM\\_NO=515411](http://a100.gov.bc.ca/pub/mascotw/protected/final_long.html?Q_GCM_NO=515411)  
Geodetic Control Marker No. 515411. April 15, 2019

<sup>5</sup> <http://maps.richmond.ca/rim/> City of Richmond Interactive Map Program – Flood Construction Levels. Accessed April 15, 2019

Shrublands<sup>6</sup>. The ditch that runs along the entire western edge of the property is a designated Riparian Management Area (RMA). There is a 15 m Riparian Management Area setback for this ditch – **agricultural use (farming) is exempt from this setback**. The RMA is partly vegetated by native trees and shrubs; this extends for approximately 3 m from the edge of the ditch (top of bank).



**PHOTO 4. RMA/WATERCOURSE SITUATED ALONG THE WESTERN PROPERTY LINE. THIS IS NEAR SOIL PIT 2.**

Note high ditch water levels – I measured the distance between the current water levels and the natural grade of the land at the bank on the left (Mr. Thandi's property) and found this to be 25 – 30 cm.

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<sup>6</sup> <http://rim.richmond.ca/rim/docs/ESAdefinitions.pdf> City of Richmond ESA Definitions. Accessed April 15, 2019





**PHOTO 5. PIPELINE (UNDER THE GRASS IN THE CENTRE) INSTALLED FOR THE CRANBERRY FARM SITUATED TO THE SOUTHWEST.**

This was installed on the west side of the ditch/watercourse. It pumps water from the Fraser River as an irrigation source for the cranberry farm. Mr. Thandi's property is on the right side of the photo. note the pipeline has raised the west side of the bank of the ditch – water therefore overflows eastwards (Mr. Thandi's property) during periods of high water levels in the ditch.



**PHOTO 6. GILLEY ROAD RIGHT-OF-WAY (NON-STATUS ROAD).**

The left side of the photo is the southern portion of Mr. Thandi's property, which is an ESA. The ESA is overgrown with blackberry.

## 2.6 Published Soils and Land Capability Data

Prior to my field assessment, I reviewed soil survey information for this area, in addition to the Land Capability for Agriculture (LCA) ratings for the property. The soils in this area were mapped by Luttmerding<sup>7</sup> in the 1980's. The surveys were printed at a scale of 1:50,000 and are based on airphoto interpretation and field surveys. I provide a site-specific assessment of the soils and agricultural capability of the property in Section 3, below.

LCA ratings describe the general suitability of the land for agriculture as seven classes for mineral soil and seven classes for organic soil. The capability classes are modified into subclasses when limitations to agriculture exist. There are twelve subclasses for mineral soils and nine subclasses for organic soils. A detailed description of LCA rating classes and subclasses is provided in Appendix IV.

Soil surveys show that approximately two-thirds of the property is mapped as the Embree (60%) and Blundell (40%) soil series. The remaining southern one-third of the property is mapped as the Lulu (60%) and Richmond (40%) soil series. All but the Embree soil series are fen peat soils. Soil properties are summarized in Table 2.

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<sup>7</sup> [http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soils\\_Reports/bc15\\_report.pdf](http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soils_Reports/bc15_report.pdf)  
Soils of the Langley-Vancouver Map Area. B.C. Ministry of Environment. 1981. April 15, 2019

**Table 2. Summary of Mapped<sup>8</sup> Soil Properties**

Soil Series	Parent Material	Texture	Drainage	Classification	Land Capability for Agriculture (LCA) Class <sup>9</sup>
Embree	Mixed marine and fresh water deltaic deposits. 20 cm silty material containing organics over silt (no organics), followed by another horizon of organics only (20 cm). Underlying this is a 40 cm thick silt layer.	Silt loam to silty clay loam.  Organics: mesic to humic.	Poorly to very poorly drained	Rego Humic Gleysol	4N- Salinity  4W- Excess Wetness
Blundell	10 – 40 cm organic material over medium-textured deltaic deposits	Poorly decomposed organic surface with medium grained sandy silt loam under layering. Saline and peaty conditions present.	Poor to very poor; high groundwater table	Rego Gleysol	4N- Salinity  4W- Excess Wetness
Lulu	Partially decomposed organic deposits (40 cm – 1.6 m), overlying deltaic sediments	Organics: mesic  Deltaic sediments: moderately fine to fine silty clay to silty clay loam.	Very poorly drained	Terric Mesisol	5F- Extreme acidity affecting fertility.  04W- Excess Wetness
Richmond	Well-decomposed organic deposits (40 cm – 1.6 m) overlying deltaic sediments	Organics: humic  Deltaic sediments: fine to medium-textured silt loam to silty clay loam.	Very poorly drained	Terric Humisol	4F- Very acid affecting fertility.  04W- Excess Wetness

According to the Canadian Soil Information Service (CanSIS)<sup>10</sup>, both the Blundell and the Embree soils have a conductivity > 4 dS/m in the upper organic and mineral horizons (< 50 cm from surface), which correlates to a salinity limitation at the 4N level.

<sup>8</sup> Based on mapping by Luttmerding (1980) and the Soil Information Finder Tool; actual soils on site are described in Section 4.0 of this report.

<sup>9</sup> Derived from the General Land Use Comments in the Soils of the Langley-Vancouver Map Area survey, for each soil.

<sup>10</sup> <http://sis.agr.gc.ca/cansis/index.html> Canadian Soil Information Service. Accessed April 15, 2019



Furthermore, excess water is evident in the soil for a large part of the year that the soil is not frozen, which is an excess water limitation of 4W.

The Lulu and Richmond soils are described as being very poorly drained and “water is removed from the soil so slowly that the water table remains at or on the surface for the greater part of the time the soil is not frozen. Excess water is present in the soil for the greater part of the time.”<sup>11</sup> This correlates to an estimated LCA of O4W.

The Soils of the Langley-Vancouver Area describes the Lulu soils as having ‘extreme’ acidity. Controlling water tables and liming can allow for production of most annual crops that are not affected by “wet feet” conditions. The Richmond soils are described as having very acid conditions that can be improved through liming. Both soils required artificial drainage to control high watertables.

### **3 Soils and Land Capability for Agriculture Assessment**

I (Jessica Stewart, P.Ag.) visited the property on April 3, 2019 to carry out an assessment of the site soils during a period of moderate to heavy rainfall. I was met on site by Mr. Thandi and was assisted by Mr. Thandi’s longtime neighbour (Dave) who brought an excavator on site for our soil investigation.

We excavated three soil pits on the property – the sites were chosen randomly in the blueberry field. I marked the location of these pits with a GPS in the field; these are shown on Figure 2 in Appendix I. During my soil assessment, I recorded soil properties such as soil texture, drainage, consistency, structure, colour, horizon classification and thickness, root restricting horizons, and evidence of gleying or mottling were noted during my assessment. Soil Pit Descriptions and pit photos are in Appendix II.

I also traversed the property and recorded my observations of slopes, vegetation, and the water levels of the ditch situated along the western perimeter of the property.

#### **3.1 Soils – Determined from Assessment**

Based on my soil profile descriptions, I correlated site soils to soils described in the Soils of the Langley-Vancouver Map Area, MoE Technical Report 15 (Luttmerding, 1981). From

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<sup>11</sup> <http://sis.agr.gc.ca/cansis/soils/bc/LUL/d~~~~/A/description.html> CanSIS Lulu soil series description (similar for Richmond soils). Accessed April 15, 2019

my soil assessment, I identified one main soil type on the property that I classified as a Terric Mesisol, which correlates well with the Lulu soil series.

Soil pits on the property showed that there is consistently 40 cm of humic peat, overlying, by a variable depth, reddish brown, fibric to mesic peat. The thickness of this horizon ranged from 40 cm to 130 cm. Below the peat horizons, there is a silty clay loam that contains partly decomposed plant material (Cg horizon). These are overbank silt and clay deposits from the Fraser River.



**PHOTO 7. Cg HORIZON IN SOIL PIT 3, WHICH WAS EXCAVATED IN THE SOUTHERN END OF THE PROPERTY.**  
Note partly decomposed plant remains.

Based on my soil survey, I found the soil limitations to be excess water (O4W) due to very poorly drained soils. Class 4W limitations result in moderate crop damage and occasional crop loss.

A review of airphotos (Photo 8) from 2013 and 2016 and photos supplied by the client show that flooding from the ditch in the west side of the property occurs frequently; according to Mr. Thandi, this occurs more than 7 days annually<sup>12</sup>. This is evident in photos

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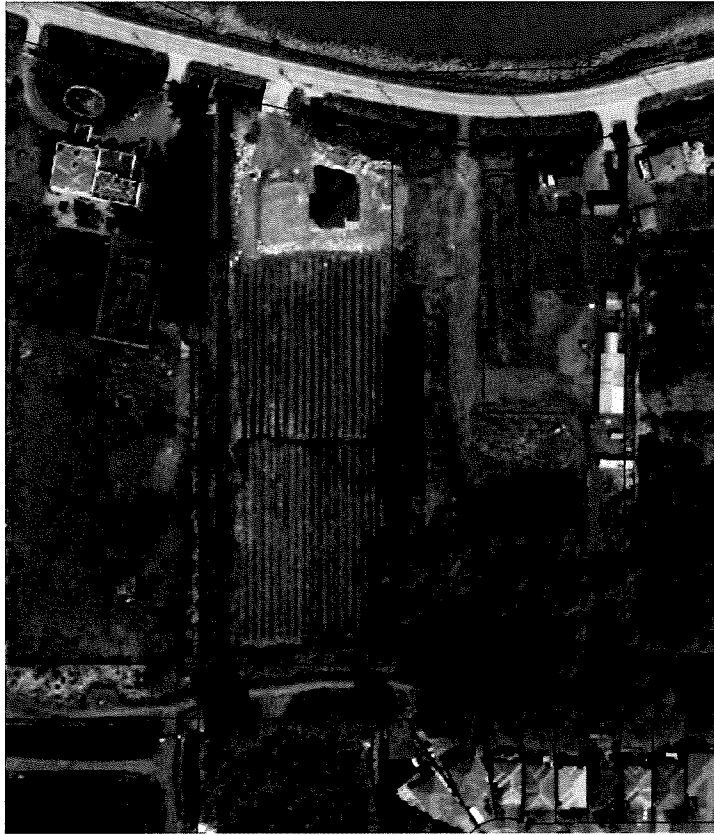
<sup>12</sup> Flooding peaks during the winter months but persists through to late spring/early summer. It does not appear to be influenced by the annual Fraser River freshet, which historically occurs between mid-May and mid-June.

supplied by the client – these photos are in Appendix II. Flooding from the ditch more than 7 days a year correlates to an inundation limitation at the Class 5I level. During my field assessment, I measured water levels in the ditch relative to the top of the east bank, which is Mr. Thandi's land at the natural grade (just over 1 m above sea level). The water levels were between 20 and 30 cm of the top of the bank. The bank is lowest near PM 4 on Figure 2.

Flooding may be exacerbated over the property due to the higher bank on the west side of the ditch (see also, Photo 5 above which clearly shows this). The bank is higher due to the irrigation pipeline installed here – it runs parallel to the ditch and under the Gilley Road right of way to the south. This was constructed in the 1980's by B.K. Ranch Limited Partnership, the owner (at the time) of the cranberry farm situated to the southwest of Mr. Thandi's property (21551 Westminster Highway). The pipeline and associated pump were negotiated as an easement agreement with the Corporation of the Township of Richmond and Cranberry Management Consultants Ltd. (representing B.K. Ranch LP) in 1982<sup>13</sup>. Essentially when water levels in the ditch are high, water overflows eastwards onto Mr. Thandi's property which is situated at a lower elevation.

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<sup>13</sup> FOI Request between City of Richmond and Mr. Thandi regarding easement and irrigation pipeline. This was made in 2016.



**PHOTO 8. A 2013 AIRPHOTO FROM THE CITY OF RICHMOND INTERACTIVE MAP PROGRAM SHOWING FLOODING FROM THE DITCH EXTENDING EAST ACROSS THE PROPERTY AND POOLING AT A TOPOGRAPHIC LOW AT THE EAST PROPERTY LINE.**

The floodwaters departed the ditch where there is a low bank.

There is a third soil limitation that is inferred from the presence of partly decomposed organics. The Terric Mesisols of the Lulu soil series are described by Luttmerding (1981) as having extreme acidity, which affects soil fertility. According to the Land Capability Classification for Agriculture in B.C., extreme soil acidity correlates to a fertility limitation at the class 5F level. No laboratory testing was performed for this assessment. We focused on the primary observed limitations that are excess water due to poorly drained soils and inundation by the ditch along the western property line. These limitations are currently causing the most damage to the blueberry plants.





**PHOTO 9. SOIL PIT EXCAVATED NEAR PIT 3 IN THE PREVIOUS WEEK THAT FILLED WITH WATER AND HAD TO BE ABANDONED.**

We waited for precipitation to diminish before conducting our soil assessment.

## **4 Soil Placement Proposal**

### **4.1 Rationale**

The site contains very poorly drained organic soils. There is excess free water from early fall to late spring; high watertables persist until the summer months. Furthermore, there is proven inundation from a nearby watercourse (ditch) along the entire western perimeter of the property. Using the BC Ministry of Forests and Range & Ministry of Environment Field Manual for Describing Terrestrial Ecosystems<sup>14</sup>, saturated peat soils covered by surface water are considered to be flooded. The flooding regime for this property would be classified as: annual extended (exposed < 1 month during the last part of the growing season, which for blueberries is typically October) to moderate flooding (flooded for 1-3 months).

Mr. Thandi has invited the mayor of Richmond and municipal staff to view the flooding on his property. In 2016, he requested information regarding the installation of the irrigation pipeline along the western bank of the ditch in the early 1980's.

<sup>14</sup> <https://www.for.gov.bc.ca/hfd/pubs/docs/lmh/lmh25-2.htm> Field Manual for Describing Terrestrial Ecosystems - 2nd edition. BC Ministry of Forests and Range and BC Ministry of Environment. Accessed April 16, 2019

According to Mr. Thandi, the blueberry bushes situated along the western perimeter and in the northeast corner of his field are stunted and several are dying. I understand that Mr. Thandi has leased his farm to a third-party farmer for several years. The farmer has stated that the flooding has resulted in difficulties farming the property and would like to work with Mr. Thandi on resolving the flooding issues. A copy of this letter is supplied in Appendix V.



**PHOTO 10. STUNTED BLUEBERRY PLANTS IN THE NORTHWEST CORNER OF THE FIELD.**

These are affected by overflow from the ditch (watercourse) situated along the western perimeter of the property, in addition to the poorly drained soils of this entire area.

The B.C. Ministry of Agriculture Berry Production Guide provides recommendations on berry varieties, soil management, crop management, and pest management for blueberry farmers. According to the blueberry soil management guide<sup>15</sup>:

<sup>15</sup> <https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agriservicebc/production-guides/berries/soilmanagement.pdf> B.C. Ministry of Agriculture Berry Production Guide – Soil Management. Accessed April 16, 2019

*“Berry crops require moderately to well drained soils with at least 0.5 m unrestricted rooting depth for successful cropping. Many lowland soils in BC have poor natural drainage with a high water table during the fall, winter and spring. These soils often need a subsurface and regional drainage system to remove excess water from the rooting zone for berry production.”*

According to the University of Wisconsin, *Vaccinium corymbosum* (highbush blueberry) can tolerate only periodic flooding (less than one week) in native, acidic soils<sup>16</sup>. If flooding is prolonged, oxygen is reduced in the soil which impedes respiration of roots. Roots begin to die and toxic compounds can build up in soils that are saturated. Furthermore, flooded soils favour the growth organisms such as *Fusarium*, *Phytophthora*, *Pythium*, and *Rhizoctonia solani* which can cause root and crown rot and lead to plant death.

In general, periodically inundated areas can be improved by planting in raised beds<sup>17</sup> or berms and installing swales, ditches, and drain tiles to divert water away from the blueberry plants. This still does not improve the poorly drained organic soils (which have an underlying, dense silty clay loam) underlying the site. **To reiterate, resolving the Class 5I limitation does not improve the Class O4W limitation.**

The importation of good-quality and well-draining (loam, sandy loam, loamy sand) soil is thus considered a viable option to resolve poor draining and flooding issues on site (low-relief, flooding from the ditch to the west) as well as the agricultural limitations of the poorly drained native peat soils, which are excess wetness at Class O4W and fertility limitations due to the extreme acidity of Terric Mesisols (Class 5F – inferred but not lab tested at this time<sup>18</sup>).

In determining the ideal volume of soil for this project, I considered the following:

- The natural topography and drainage on the property;
- The crop type following soil deposition (which is soil-bottomed greenhouses containing vegetables and nursery trees, rather than re-planting blueberries); and

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<sup>16</sup> <http://learningstore.uwex.edu/assets/pdfs/A3871.pdf> UW Extension - Effects of Flooding on Woody Landscape Plants. Accessed April 16, 2019

<sup>17</sup> Mr. Thandi has planted in raised beds and has a ditch on the west side of this property – this has not improved the flooding.

<sup>18</sup> Given the relatively severe flooding from the ditch, a third limitation of extreme acidity was not lab tested. Resolving acidity through liming will only improve the soil fertility limitation to the next most serious limitation, which is inundation.



- The size of the area to be cultivated, taking into account setbacks for ESA's and the required 3 m property line setbacks.

With these considerations in mind, I have determined that approximately 7,630 m<sup>3</sup> of good-quality soil is anticipated to cover an area of approximately 0.76 ha, as shown on Figure 3 – Soil Placement Plan. Soil will be placed with varying thickness to achieve the desired final grade (higher on the east and sloping westwards). The maximum depth will not exceed 1.0 m as shown on Figure 4 – Scaled Cross-Section. Based on surrounding topographic elevations of 1.15 m, the final elevation<sup>19</sup> of the land following soil placement will not exceed 2.2 m. Furthermore, the fill will have a maximum slope of 1:3 (33%) along the east, west, and south sides. The north side of the fill will abut the berm constructed to over 3 m above sea level therefore no slope is required.

The actual rise in elevation after stripping, filling with an average of 1 m of soil, and then re-spreading of stockpiled topsoil will be affected by subsidence and accelerated decomposition of the organic soil (both in the subsoil and the topsoil). The net elevation increase will therefore be less than 1 m. The exact amount of subsidence that can be expected from the peat soils is difficult to estimate at this time as there are numerous factors that determine the rate of subsidence (in the short term, the amount of subsidence is related to the speed with which the water in the peat can be squeezed out to adjacent areas).

According to Zanello *et al* (2011),

*"In drained peatlands the subsidence rate strongly depends on a number of factors, including type of peat, density of the organic material, drainage depth, climate, and cultivation practices. The overall settlement of the peatland surface is the sum of several components [Wösten *et al.*, 1997; Deverel and Leighton, 2010]: (i) consolidation of the saturated porous medium due to the effective stress increase following the lowering of the water table; (ii) volume reduction of peat due to organic matter oxidation; (iii) swelling/shrinking of the shallow unsaturated peat layer due to seasonal wetting/ drying cycles; (iv) wind erosion; and (v) burning."*<sup>20</sup>.

<sup>19</sup> The exact elevation change (to the nearest cm) is subject to a topographic survey. This can be undertaken by Mr. Thandi if requested by the City of Richmond following an initial review of this proposal.

<sup>20</sup> <https://agupubs.onlinelibrary.wiley.com/doi/pdf/10.1029/2011JF002010> Long term peatland subsidence: Experimental study and modeling scenarios in the Venice coastland. JOURNAL OF GEOPHYSICAL RESEARCH, VOL. 116.

## 4.2 Peat Stripping & Topsoil Management

In the interests of preserving the good-quality topsoil, stripping should be done before soil deposition over the area. From my soil investigation (detailed in the Land Capability Assessment) the first soil horizon (Oh1) is a black humic peat layer that is consistently 40 cm thick across all soil pits we excavated. There is a second organic horizon (Om2) of fibric to mesic peat that is highly variable in thickness, from 40 cm in the southeast edge of the property to 130 cm thick on the west side of the property near the ditch (watercourse).

It is recommended that, in the interest of reducing potential impacts from drying and settling should these two horizons be 'sandwiched' between an imported mineral fill, that the entirety of the peat horizons be stripped to the obvious Cg horizon and stockpiled. The peat would therefore be stripped to a depth of 90 cm near the centre, 80 cm to the south, and up to 130 cm along the west, with variable depths between these areas to be expected. The mineral fill horizon would thus be placed over the Cg horizon, and the stripped native peat replaced over top. Ideally, the humic peat and the fibric to mesic Om2 horizon will be replaced as per their previous orientation, with the humic peat at the top. This will require stripping in two steps and stockpiling these horizons separately.

It is likely that this operation will be done sequentially, with a portion stripped then filled, then another area stripped and filled. With continuous monitoring, Madrone will confirm that sufficient peat has been stripped from each portion prior to soil deposition. Alternatively, stripping can be done all at once.

Stripped topsoil and organics will be stockpiled in a safe location away from the west ditch, which is an RMA. The stockpiles should be no more than 5 m high, with 3:1 (horizontal to vertical) side slopes. They should be constructed such that water cannot accumulate on the surface (pyramid). The surface of the stockpile will be seeded with a suitable mixture of grass and/or grass/legumes (if left for six months or more) OR an erosion blanket or tarp will be placed over the stored topsoil for the duration of the deposit activities.

### 4.3 Soil Deposition

Soil placement activities will follow Part Five - Regulations in the Soil Removal and Soil Deposit Regulation Bylaw No. 8094 (City of Richmond, 2007)<sup>21</sup>. The fourteen regulations in this document should be reviewed with a retained agrologist prior to undertaking this project.

The following activities should be completed prior to soil placement:

- The blueberry bushes on site will be cleared and potentially chipped using a wood chipper – this is left to the discretion of the farmer. No (non-blueberry) vegetation will be removed from the edge of the ditch (within the 3 m property line setback).
- Erosion and sediment control structures have been installed;
- The topsoil has been stripped to the prescribed depth and properly stockpiled (for the portion being worked on, if work is sequential). The topsoil stripping will likely include roots of the blueberry bushes not collected initially by land clearing.

Soil will ideally be spread from the south end of the property first (**ending at the small strip of blackberry comprising the ESA such that the ESA will not be disturbed, as shown on Photo 6**), progressing northwards towards the berm situated at the base of the residential farm home plate. Once the soil has been spread and graded, the stockpiled topsoil (which is native peat from the property) will be spread over the surface to construct a consistent soil profile across the filled area.

After soil placement, Mr. Thandi wishes to grow a variety of crops such as vegetables and nursery trees in soil-bottomed greenhouses. Mr. Thandi may want to consider using simple Quonset greenhouse structures. The design and installation of the greenhouse farm will be at the discretion of the farmer who leases the land and Mr. Thandi. To reiterate, no foundations are planned for the greenhouses.

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<sup>21</sup> [http://www.richmond.ca/shared/assets/bylaw\\_809418755.pdf](http://www.richmond.ca/shared/assets/bylaw_809418755.pdf) Accessed March 2, 2016

## 4.4 Imported Soils

All imported soil must be suitable for agricultural land. The Agricultural Land Reserve Use Regulation (updated in 2019) states that the following must **not** be used as fill on agricultural land<sup>22</sup>:

- 1 construction or demolition waste, including masonry rubble, concrete, cement, rebar, drywall and wood waste;
- 2 asphalt;
- 3 glass;
- 4 synthetic polymers;
- 5 treated wood;
- 6 unchipped lumber.

Furthermore, any soil brought to the property should meet the Soil Standards for Agricultural Land (AL, Schedule 5 of Contaminated Sites Regulation of the Environmental Management Act)<sup>23</sup>. Contaminated soil, or soil that is suspected to be contaminated, must not be used.

The soil material should be inspected to ensure that it is acceptable for agricultural use. Reviewing existing environmental reports concerning potential contamination at the source site can aid in selecting the best soil material. Soil sourced in areas that have a history, or suspected history, of industrial or commercial use must be tested prior to transportation.

The supplier of the soil material should warrant that the source soil is free from contaminants. I recommend that Mr. Thandi signs a soil acceptance agreement with the parties responsible for supplying and transporting soils (see Appendix III). If contaminated soil material is brought onto the site, Mr. Thandi will assume liability for remediating the site and/or removing the contaminated material.

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<sup>22</sup> [http://www.bclaws.ca/civix/document/id/complete/statreg/30\\_2019#part5](http://www.bclaws.ca/civix/document/id/complete/statreg/30_2019#part5) Agricultural Land Commission Act - AGRICULTURAL LAND RESERVE USE REGULATION. Accessed April 15, 2019

<sup>23</sup> [http://www.bclaws.ca/civix/document/id/loo64/loo64/375\\_96sch5](http://www.bclaws.ca/civix/document/id/loo64/loo64/375_96sch5) Contaminated Sites Regulation - B.C. Reg. 375/96. Schedule 5. Accessed April 15, 2019



#### **4.4.1 Physical Properties of Acceptable Soil Material**

For this project, the sourced soil should be medium to coarse-textured, preferably sandy loam or loamy sand, to promote subsurface drainage. The coarse fragment content (2.5 cm or larger) should not exceed 10%; stones and cobbles (7.5 cm and larger) should not occupy more than 1%. These numbers correlate to a stoniness limitation of 2P, or by definition, offer only a slight hindrance to cultivation. The soil material should contain less than 15% organic matter to avoid decomposition and subsidence. Organic soils and clay-rich soils (silty clay loams, clay loams) should not be brought to the property. [unless they can be mixed with other soils to obtain a satisfactory texture?]

An agrologist can assist with reviewing source sites to confirm that the soil is suitable for agricultural land and is of the ideal texture for this specific project. Soil sampling will be required to test for contaminants (a soil cannot be verified as being contaminant-free without laboratory testing).

#### **4.5 Constructed Soil Profile**

The constructed soil profile will have approximately 40 cm of stockpiled native topsoil/peat mix at the surface, underlain by an average of 1.0 m of relatively stone-free, moderately medium to coarse textured (ideally sandy loam, loamy sand but loam is also acceptable as subsoil here) soil material that promotes good drainage. Soils with high amounts of clay should be avoided.

#### **4.6 Erosion and Sediment Control**

The following basic ESC measures are recommended for the property – a more detailed ESC plan may be prepared if the soil deposit application is approved for the property:

- Silt fencing will be required along the entire western perimeter of the proposed soil fill boundary to protect the watercourse from mobilized sediment. I recommend that a professional inspects all implemented ESC prior to any importation beginning on the property.
- Following topsoil stripping, silt fencing should be placed at the base of topsoil and peat stockpiles to prevent soil loss from the side slopes OR they should be covered with plastic or seeded with grass and/or legumes. Silt fencing, if installed, should encircle the perimeter of the stockpile entirely. Stockpiles should be sited well away from the western perimeter of the property near the watercourse; if left over winter their surfaces should be seeded or covered with a suitable erosional tarp.

- Currently, the driveway is wide with a sufficiently large parking area that is graveled. If necessary, a wheel wash may be installed as a sediment control measure at the entrance/exit of the driveway at River Road;
- To further minimize soil tracking on adjacent roads, I recommend that soil deposit activities (including prior site preparation) be shut down during periods of high rainfall, defined here as 25 mm or more in 24 hours.

## 5 Hydrology

Based on my observations and review of imagery and maps for the area, there are no watercourses located on the subject property. The ditch situated just outside the western property line is however treated as a watercourse and riparian management area by the City of Richmond. The property is level – I did not record slopes of more than 2% in the field. The property drains west into the watercourse along the enter perimeter of the property. After the soil is spread, it should be graded such that it slopes approximately 1% westwards towards the watercourse/ditch. This conforms to the natural topography.

In consultation with Mr. Thandi's neighbor (Dave), it is possible that a ditch could be constructed along the east side of the property to drain any water that accumulates here. If the soil is sloped west, it should not impact the property on the east (22160 River Road).

**A more detailed drainage study would require retention of a qualified professional engineer, potentially with training in peat soil engineering.**

## 6 Post-Soil Improvement to Land Capability for Agriculture

Adding soil will elevate the topography over the whole area and will improve drainage in the subsurface. If soil placement proceeds according to the proposal, I estimate that the post-soil Land Capability for Agriculture ratings will improve from Class O4W with excess water limitations to a Class 2W with only short periods of excess water. The inundation limitation posed by annual flooding from the watercourse should also be improved to Class 2W due to increased grade of the land above the watercourse.

## 7 Monitoring and Reporting

The terms of the soil permits may indicate that Madrone is expected to conduct inspections of the site and materials and to provide monitoring reports to the City of Richmond and the ALC.

Soil placement should be monitored at regular intervals. This project can be reasonably completed in one year (<8000 m<sup>3</sup> of soil) and should be scheduled between a dry period spanning ideally May to October. I anticipate that monitoring will be required during the following project milestones:

1. The start of the project, during which time the agrologist will assess the ESC and completeness of the topsoil stripping (two separated peat horizons);
2. After 2000 m<sup>3</sup> has been brought to the site or after three months, whichever comes first and thereafter, once the project reaches 5000 m<sup>3</sup>; and
3. At the end of the project once 7630 m<sup>3</sup> is reached. A closure report will be required once the project is complete. The final report should include an assessment of the final land capability for agriculture ratings and a comparison between the initial and final land capability for agriculture (LCA) ratings. It should contain an estimate of the volume of soil placed and details about the soil source site(s).

**In order to complete the closure report, I recommend that accurate and complete written or electronic records be kept of all soil brought to the site.**

**Records must contain, at a minimum, the location of the soil source site(s), the volume and number of loads with date and time of delivery, and the name of the trucking company.**

Without this information, the closure report cannot be completed, and any security deposits with the ALC and the COR will be forfeited.

## 8 Conclusion

The agricultural use of the land is limited by excess free water and very poorly drained organic soils. Drainage is limited by high water tables, and limited freeboard due to high water levels to the west.

Furthermore, **irrespective of the poorly drained organic soils**, there is frequent annual inundation from the ditch situated along the western perimeter of the property. This has been documented by the property owner and has resulted in difficulties farming blueberry plants on the property. I emphasize again that improving inundation from the ditch does not solve the next most serious limitation, which is very poorly drained organic soils. Given these existing limitations, we did not conduct lab testing for acidity of the soils, which is inferred from the Soils of the Vancouver-Langley map area to be extreme. Acidity can be improved through careful liming and subsequent soil pH testing.

Placing an estimated 7,630 m<sup>3</sup> of good-quality soil on 0.76 ha of the property will allow Mr. Thandi and his contracted farmers to overcome the wetness and inundation limitations of the site and utilize the land for soil-bottomed greenhouse farming. According to the City of Richmond<sup>24</sup>, blueberries are the second most grown crop in Richmond after cranberries, with 556 ha under cultivation in 2011. This accounts for 33.2% of census farms in Richmond, and 13.9% of the entire ALR. Thus Mr. Thandi's proposal to raise the land above the poorly-drained and inundated (by the west watercourse) peat soils and farm in soil-bottomed greenhouses would help him diversify both his farm and the variety of crops grown in the City of Richmond.

I recommend stripping both the upper 40 cm of black humic peat **AND** the underlying fibric to mesic peat horizon, the latter of which is variable in thickness from 40 – 130 cm. Following stripping, there will be placement of the good-quality sub-soil (loam, sandy loam ideally) over the Cg horizon, and then returning the salvaged peat (with the Om2 horizon placed before the black humic peat, which should be at the surface as per the original profile) on the new soil surface. It is important:

- To ensure no topsoil resources are lost to erosion and that topsoil quality is not degraded while it is stored.
- That imported soil does not contain any foreign material or contaminants, or excess stones. It should be continuously monitored.
- To maintain the existing vegetation (which is a natural riparian buffer) located along the bank of the watercourse situated along the entire western perimeter of the property (this is a designated RMA). The vegetation is contained within the 3 m required property line setback regardless; and

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<sup>24</sup> <https://www.richmond.ca/plandev/planning2/agriculture/about.htm> About Agriculture in Richmond. Accessed April 16, 2019

- That no soil is placed in the ESA (strip of blackberry on Photo 6, to the north of the right-of-way) situated along the very southern edge of the property, which is currently overgrown with blackberry.

If my recommendations are followed, the capability of the land for agricultural use will be significantly improved, from O4W to Class 2W.

Sincerely yours,

**MADRONE ENVIRONMENTAL SERVICES LTD.**

Prepared by:

*\*This is a digitally signed duplicate of the official manually signed and sealed document.*



Jessica Stewart, P.Ag., G.I.T.

Reviewed by:

*\*This is a digitally signed duplicate of the official manually signed and sealed document.*



Gordon Butt, P.Geo.

## 9 References

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## 10 Limitations

*The evaluations contained in this report are based on professional judgment, calculations, and experience. They are inherently imprecise. Soil, agricultural, hydrological, and drainage conditions other than those indicated above may exist on the site. If such conditions are observed, Madrone should be contacted so that this report may be reviewed and amended accordingly.*

*The recommendations contained in this report pertain only to the site conditions observed by Madrone at the time of the inspection. This report was prepared considering circumstances applying specifically to the client. It is intended only for internal use by the client for the purposes for which it was commissioned and for use by government agencies regulating the specific activities to which it pertains. It is not reasonable for other parties to rely on the observations or conclusions contained herein.*

*Madrone completed the field survey and prepared the report in a manner consistent with current provincial standards and on par or better than the level of care normally exercised by Professional Agrologist's currently practicing in the area under similar conditions and budgetary constraints. Madrone offers no other warranties, either express or implied.*




## APPENDIX I

# **Figures and Cross-Section Drawings**



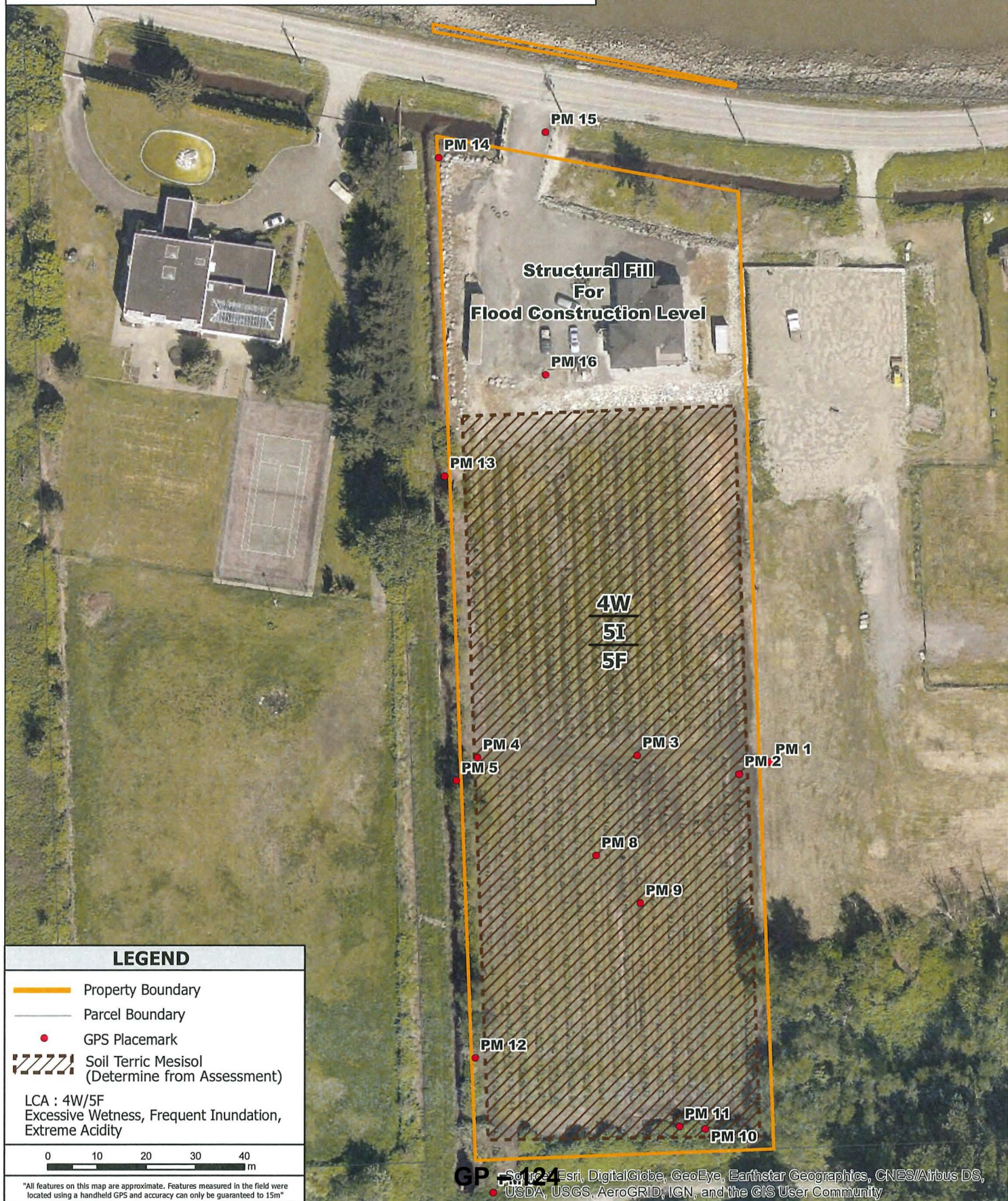
FIGURE 1. OVERVIEW OF THE SUBJECT PROPERTY (OUTLINED IN ORANGE) FACING WEST. THE ORANGE OUTLINE AT THE FRASER RIVER IS INCLUDED IN THE PARCEL MAP BC EXPORT BUT IS NOT BELIEVED TO BE PART OF THE PROPERTY.



	<b>PROJECT:</b> Soil Placement Plan: 22040 River Road		<b>CLIENT:</b> Avtar Thandi		<b>DOSSIER:</b> 19.0087
	<b>ASSESSED BY:</b> Jessica Stewart, G.I.T., P.Ag.	<b>FIELD VISIT:</b> April 3, 2019	<b>LOCATION:</b> Richmond, BC	<b>MAP SCALE:</b> 1:1,000	<b>MAPPING DATE:</b> May 15, 2019
				<b>DRAWN BY:</b> Jessi Yellowlees	



**FIGURE 2: Soils Mapping and Land Capability for Agriculture**



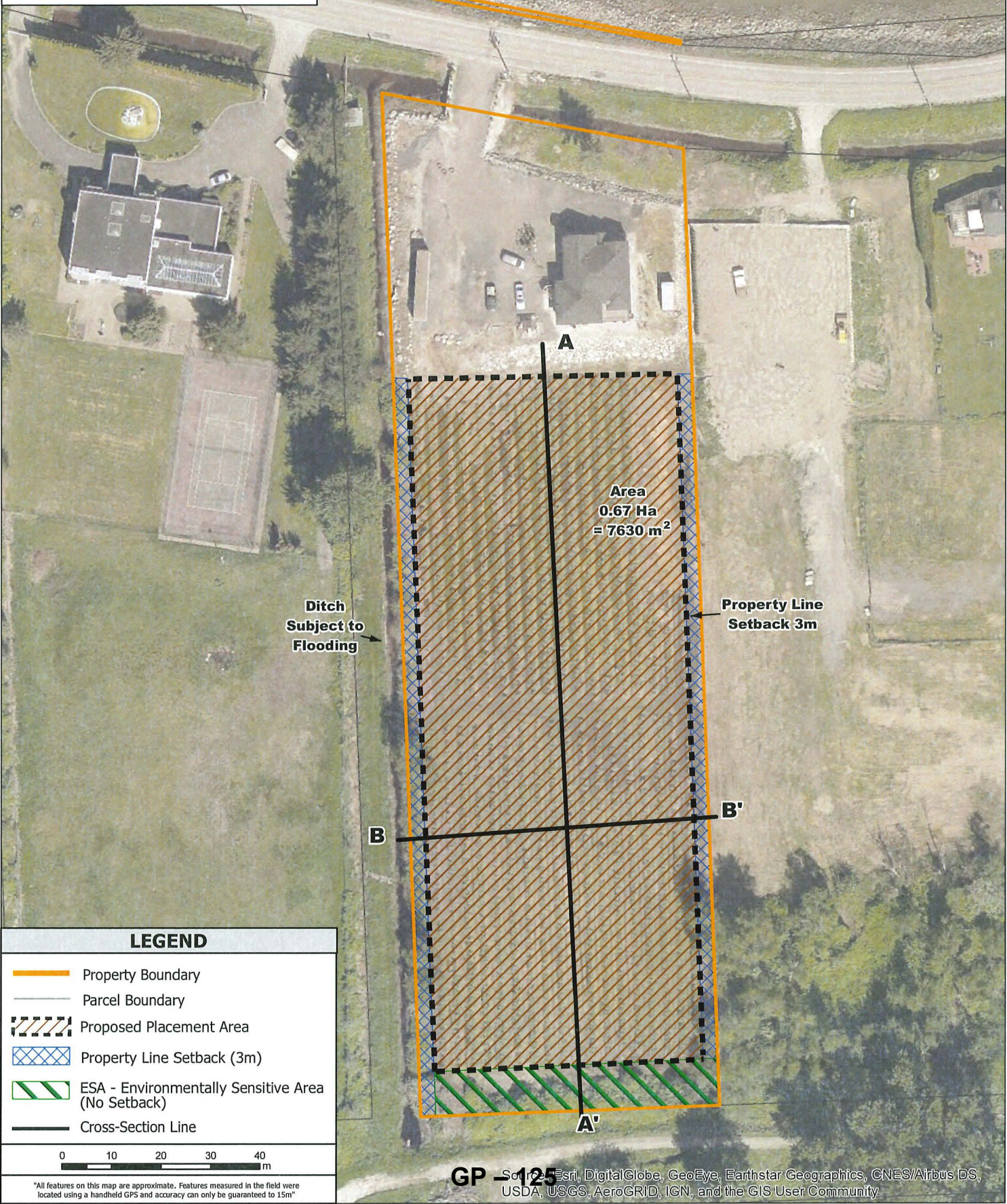




<b>PROJECT:</b> Soil Placement Plan: 22040 River Road		<b>CLIENT:</b> Avtar Thandi		<b>DOSSIER:</b> 19.0087	
<b>ASSESSED BY:</b> Jessica Stewart, G.I.T., P.Ag.		<b>FIELD VISIT:</b> April 3, 2019	<b>LOCATION:</b> Richmond, BC	<b>MAP SCALE:</b> 1:1,000	<b>MAPPING DATE:</b> July 16, 2019
				<b>DRAWN BY:</b> Jessi Yellowlees	



**FIGURE 3: Soil Placement Plan**











## APPENDIX II

# **Soil Pit Descriptions & Photos of Flooding**

**Pit 1 – Soil Profile Description (Placemark 3, Figure 2)**

Horizon	Depth (cm)	Description
Oh1	0 - 40	Dark brown to black, humic (von Post class 7), plentiful fine roots, stratified.
Om2	40 - 90	Medium to light reddish brown, mesic (von Post class 5), friable to firm, plentiful fine to medium roots, weakly stratified
Cg	90 - 120+	Light blue-grey, silty clay loam, firm, no roots, no coarse fragments. Identifiable organics: sedge, woody plants remains.

**Comments:**

- Located in the approximate centre of the blueberry field.
- Water encountered at bottom and sides of pit (seeping in quickly) - 1.2 m deep.
- Soil classification: Terric Mesisol

**Pit 2 – Soil Profile Description (Placemark 4, Figure 2)**

Horizon	Depth (cm)	Description
Oh1	0 - 40	Dark brown to black, humic (von Post class 7), plentiful fine roots.
Om2	40 - 170	Medium reddish brown, fibric to mesic (von Post class 4-5), plentiful fine to medium roots, plentiful undecomposed plant material (reeds, sedges)
Cg	170 - 180+	Medium blue-grey, silty clay loam, firm, no roots, no coarse fragments. Woody plants remains.

**Comments:**

- Located along the centre-west property line (near the RMA/watercourse) where blueberry bushes are stunted.
- No water in this pit – there a buried drainage pipe from the blueberry field leading into the watercourse here.
- Deepest organics excavated on the property – over 1.7 m deep
- Soil classification: Terric Mesisol

**Pit 3 – Soil Profile Description (Placemark 10, Figure 2)**

Horizon	Depth (cm)	Description
Oh1	0 - 40	Dark brown to black, humic (von Post class 7), plentiful fine roots.
Om2	40 - 80	Medium reddish brown, fibric to mesic (von Post class 4), plentiful fine to medium roots, weakly stratified, wet.
Cg	80 - 100+	Light blue-grey to olive grey, silty clay loam, firm, no roots, no coarse fragments. Identifiable organics: sedge, woody plants remains.

**Comments:**

- Located in the southeast corner of the blueberry field near the ESA.
- Water encountered at bottom of pit – seeping in slowly. 1.0 m deep.
- Soil classification: Terric Mesisol



## Client Photos of Flooding







## **APPENDIX III**

# **Inclusion in Soil Importation Assessment Reports**

## **Inclusion in Soil Importation Assessment reports**

For each source site, the owner/operator of the receiving site should secure a written Soil Acceptance Agreement with the parties responsible for supplying and transporting soils.

The agreement should specify that:

The imported soil must not contain:

- A. any contaminants in concentrations that exceed the standards in Schedule 7, Column III of the Contaminated Sites Regulation under BC's Environmental Management Act, or
- B. any hazardous waste as defined in the Hazardous Waste Regulation of the Environmental Management Act,

The imported soil must not have been transported onto the donor site from another site,

The owner of the receiving site has the right to test and/or require the supplier to test for contaminants and soil texture, and to inspect the source site,

The supplier will provide *all* available site contamination reports pertaining to the imported soil and that at minimum a Preliminary Site investigation Phase 1 (or Stage 1) or Phase 2 (or Stage 2) report will be provided for any source site that is an industrial, government or large residential development,

The parties supplying/transporting soils are responsible for removing any soils and remediating any resulting contamination if the soils are found to be contaminated or if the supplier failed to supply all available site contamination reports pertaining to the imported soil, and

Any loads arriving at the site without proper documentation of the source of the soil and evidence of Soil Acceptance Agreement for the source site will be refused entry.

Entrance to the receiving site should be controlled and records should be maintained that identify the source of each load and the parties supplying/transporting the load. Consideration should be given to requiring security deposits from the suppliers/transporters.

## APPENDIX IV

# **Land Capability for Agriculture Overview**

Land Capability for Agriculture (LCA) in BC is a classification system that groups agricultural land into classes that reflect potential and limitations to agriculture. The classes are differentiated based on soil properties, landscape, and climate conditions. The system considers the range of possible crops and the type and intensity of management practices required to maintain soil resources but it does not consider suitability of land for specific crops, crop productivity, specific management inputs or the feasibility of implementing improvements.

There are two land capability hierarchies, one for mineral soils and one for organic soils. Each hierarchy groups the land into seven classes that describe the range of suited crops and required management inputs. The range of suited crops decreases from Class 1 to Class 7 (Class O1 and O7 for Organic soils) and/or the management inputs increase from Class 1 to Class 7. For example, Class 1 lands can support the broadest range of crops with minimal management units.

Lands in Classes 1 to 4 are considered capable of sustained agricultural production of common crops. Class 5 lands are considered good for perennial forage or specially-adapted crops. Class 6 lands are good for grazing livestock and Class 7 lands are not considered capable of supporting agricultural production.

LCA Classes are subdivided into subclasses based on the degree and kind of limitation to agriculture. Subclasses indicate the type and intensity of management input required to maintain sustained agricultural production and specify the limitation. For example, lands rated Class 2W have an excess water limitation that can be improved by managing water on the site.

Most lands are rated for unimproved and improved conditions. Unimproved ratings are calculated based on site conditions at the time of the assessments, without irrigation. Past improvements are assessed as part of the unimproved rating. Forested lands are assessed assuming they are cleared. Improved ratings are assigned assuming that existing limitations have been alleviated. Generally, improvement practices taken into account are drainage, irrigation, diking, stone removal, salinity alleviation, subsoiling, intensive fertilization and adding soil amendments.

## **LCA Classes**

Table A describes the characteristics of each mineral and organic soil class. Mineral soil classes are 1–7 and organic soil classes are O1–O7.



**Table A. LCA Classes**

Class	Description	Characteristics
1 01	No or very slight limitations that restrict agricultural use	Level or nearly level. Deep soils are well to imperfectly drained and hold moisture well. Managed and cropped easily. Productive.
2 02	Minor limitations that require ongoing management or slightly restrict the range of crops, or both	Require minor continuous management. Have lower crop yields or support a slightly smaller range of crops than class 1 lands. Deep soils that hold moisture well. Managed and cropped easily.
3 03	Limitations that require moderately intensive management practices or moderately restrict the range of crops, or both	More severe limitations than Class 2 land. Management practices more difficult to apply and maintain. Limitations may: Restrict choice of suitable crops. Affect timing and ease of tilling, planting or harvesting. Affect methods of soil conservation.
4 04	Limitations that require special management practices or severely restrict the range of crops, or both	May be suitable for only a few crops or may have low yield or a high risk of crop failure. Soil conditions are such that special development and management conditions are required. Limitations may: Affect timing and ease of tilling, planting or harvesting. Affect methods of soil conservation.
5 05	Limitations that restrict capability to producing perennial forage crops or other specially adapted crops (e.g. Cranberries)	Can be cultivated, provided intensive management is employed or crop is adapted to particular conditions of the land. Cultivated crops may be grown where adverse climate is the main limitation, crop failure can be expected under average conditions.
6 06	Not arable, but capable of producing native and/or uncultivated perennial forage crops	Provides sustained natural grazing for domestic livestock. Not arable in present condition. Limitations include severe climate, unsuitable terrain or poor soil. Difficult to improve, although draining, dyking and/or irrigation can remove some limitations.
7 07	No capability for arable culture or sustained natural grazing	All lands not in class 1 to 6. Includes rockland, non-soil areas, small water-bodies.

## LCA Subclasses for Mineral Soil

LCA Classes, except Class 1 which has no limitations, can be divided into subclasses depending upon the type and degree of limitation to agricultural use. There are twelve LCA subclasses to describe mineral soils (Table B). Mineral soils contain less than 17% organic carbon; except for an organic surface layer (SCWG, 1998).

**Table B. LCA Subclasses for Mineral Soil**

LCA Subclass	Map Symbol	Description	Improvement
Soil moisture deficiency	A	Used where crops are adversely affected by droughtiness, either through insufficient precipitation or low water holding capacity of the soil.	Irrigation
Adverse climate	C	Used on a subregional or local basis, from climate maps, to indicate thermal limitations including freezing, insufficient heat units and/or extreme winter temperatures.	N/A
Undesirable soil structure and/or low perviousness	D	Used for soils that are difficult to till, requiring special management for seedbed preparation and soils with trafficability problems. Includes soils with insufficient aeration, slow perviousness or have a root restriction not caused by bedrock, permafrost or a high watertable.	Amelioration of soil texture, deep ploughing or blading to break up root restrictions. Cemented horizons cannot be improved.
Erosion	E	Includes soils on which past damage from erosion limits erosion (e.g. Gullies, lost productivity).	N/A
Fertility	F	Limited by lack of available nutrients, low cation exchange capacity or nutrient holding ability, high or low Ph, high amount of carbonates, presence of toxic elements or high fixation of plant nutrients.	Constant and careful use of fertilizers and/or other soil amendments.
Inundation	I	Includes soils where flooding damages crops or restricts agricultural use.	Diking
Salinity	N	Includes soils adversely affected by soluble salts that restrict crop growth or the range of crops.	Specific to site and soil conditions.
Stoniness	P	Applies to soils with sufficient coarse fragments, 2.5 cm diameter or larger, to significantly hinder tillage, planting and/or harvesting.	Remove cobbles and stones.
Depth to solid bedrock and/or rockiness	R	Used for soils in which bedrock near the surface restricts rooting depth and tillage and/or the presence of rock outcrops restricts agricultural use.	N/A
Topography	T	Applies to soils where topography limits agricultural use, by slope steepness and/or complexity.	N/A
Excess Water	W	Applies to soils for which excess free water limits agricultural use.	Ditching, tilling, draining.
Permafrost	Z	Applies to soils that have a cryic (permanently frozen) layer.	N/A

## LCA Subclasses for Organic Soil

Organic soils are composed of organic materials such as peat and are generally saturated with water (SCWG, 1998). Subclasses for organic soils (Table C) are based on the type and degree of limitation for agricultural use an organic soil exhibits. There are three subclasses specific to organic soils. Climate (C), fertility (F), inundation (I), salinity (N), excess water (W) and permafrost (Z) limitations for organic soil are the same as defined for mineral soil.

**Table C. LCA Subclasses for Organic Soil.**

LCA Subclass	Map Symbol	Description	Improvement
Wood in the profile	B	Applies to organic soils that have wood within the profile	Removal
Depth of organic soil over bedrock and/or rockiness	H	Includes organic soils where the presence of bedrock near the surface restricts rooting depth or drainage and/or the presence of rock outcrops restricts agricultural use	N/A
Degree of decomposition or permeability	L	Applies to organic soils that are susceptible to organic matter decomposition through drainage	N/A



## APPENDIX V

# **Farmer's Letter Regarding Flooding**

STAR LABOUR SUPPLY LTD.  
426 E 59TH STREET , VANCOUVER, BC.  
V5X-141

**April 26th 2019**

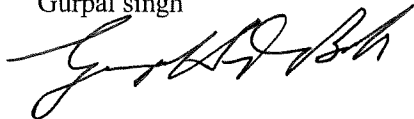
**Thandi Enterprises 195 ltd.**  
127 West Balmoral Rd. North Vandcouver BC.  
V7N 4M7.

Mr. A Thandi

As you are aware we are in contract in looking after the blueberry farm located at 22040 river rd Richmond BC. I must advise you that we are having a hard time maintaning the farm due the heavy flooding that has been accuring throughout our lease. We are losing berry production and the trees have been damaged and my workers and equipment gets stuck in the the farm grounds .This is not safe or financialy productive and we must find a solution to resove this problem.

your truly

Gurpal singh





220140 River Rd - Thandi

Site photos (taken 16 Nov 2021)



STAR LABOUR SUPPLY LTD.  
426 E 59TH STREET , VANCOUVER, BC.  
V5X-141

**April 26th 2019**

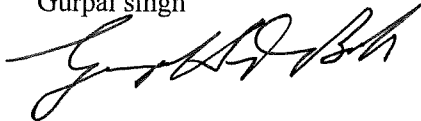
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your truly

Gurpal singh



Date: September 26, 2019

Attn: Mike Morin, City of Richmond

From: Bruce McTavish

**Re: Review of Madrone report on 22040 River Road, Richmond BC**

The report is complete and meets the ALC Policy 10 requirements for Agricultural Capability Assessments.

I do have the following technical concerns that should be addressed:

The report states that there will be on average 40 cm of organic soil (peat) stripped and stockpiled and then up to 1m of good quality and well draining soil deposited and 40 cm of peat replaced as topsoil. Given that the average depth of the peat is 113 cm, stripping only 40 cm will leave significant peat below the newly placed mineral soil (see diagram below). The result is a layered soil that is silty clay subsoil (Cg), Peat, Sand (or loam), topped by peat. The weight of the mineral soil will cause compression of the underlying peat and since the depths are different there will be differential settling.

The creation of the layered soil will cause a break in the soil capillarity which may result in increased soil drying in the organic (peat) topsoil.

With only 40 cm of peat as a topsoil and the increased drying due to the break in the capillarity there will be a significant increase in oxidation of the peat, resulting in subsidence (shrinkage of the topsoil). This topsoil layer could disappear very quickly leaving the fill layer to farm.

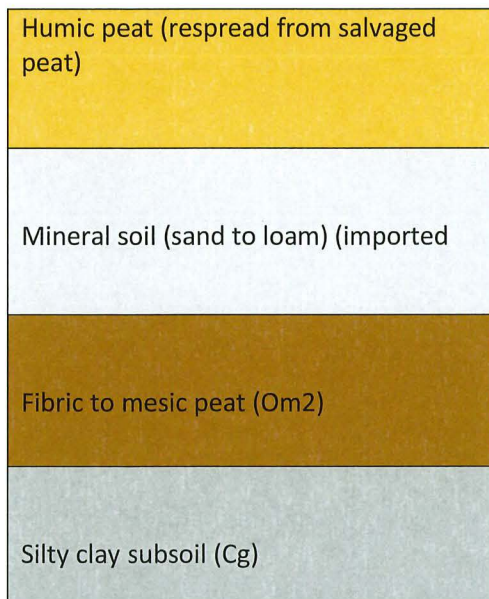


Figure 1: Proposed new soil profile

The report should address the above issues as they will have long term consequences to the ability to farm the property.

The following quote from page 13 does not make sense, I believe it is an editorial comment that needs to be removed.

Based on my soil survey, I found the soil limitations to be excess water (O4W) due to very poorly drained soils. Class 4W limitations result in moderate crop damage and occasional crop loss. You may need to explain the difference between O4W and 4W

Sincerely,



**Bruce McTavish, MSc MBA PAg RPBio**  
*President | Principal Agrologist/Biologist*  
**Mobile:** 604.240.2481 **Email:** bruce@mctavishconsultants.ca





Date: November 15, 2021

Attn: Mike Morin, City of Richmond

From: Bruce McTavish

**Re: Review of Madrone report on 22040 River Road, Richmond BC 2<sup>nd</sup> Revision November 1, 2021.**

I have reviewed the report dated November 1, 2021 2<sup>nd</sup> Revision. This report deals with the issues that I identified in my memo of September 26, 2019. Specifically, the proposal is now to strip all the organic soil add appropriate fill and then replace the organic soil. This will eliminate the compression of the organic soil and make it easier to manage organic soil subsidence.

The report is complete and meets the ALC Policy 10 requirements for Agricultural Capability Assessments.

Sincerely,



**Bruce McTavish, MSc MBA PAg RPBio**

*President / Principal Agrologist/Biologist*

**Mobile:** 604.240.2481 **Email:** bruce@mctavishconsultants.ca





# GREY OWL ENGINEERING

May 15, 2021

127 Balmoral Road West  
North Vancouver, BC  
V7N 2T6

Attn: Avtar Thani

**Re: 22040 River Road – Soil Deposit Application – Geotechnical Assessment**

As requested, Grey Owl Engineering Ltd. (GOE) has carried out a geotechnical assessment for the above referenced project.

The geotechnical work included completion of this geotechnical report with comments and recommendations pertaining to settlement and stability related to the proposed soil deposit at the subject site for farming purposes.

The scope of services was limited to the evaluation of the geotechnical characteristics of the site and no consideration has been given to any environmental aspects. Should any changes be made to the proposed layout, elevations, or general nature of the project, GOE should be notified to review and modify the recommendations to reflect those changes, as appropriate.

#### Site Description

The proposed soil deposit site is located in the south 0.76 ha portion of the 1.2 ha property, which is situated at 22040 River Road in Richmond, BC, approximately 10 km northeast of Richmond centre on Lulu Island (Madrone See Attachment 1).

The following is understood based on the Madrone Soil Placement Plan dated July 19, 2019:

The owner of the property at 22040 River Road, proposes to import approximately 7,630 m<sup>3</sup> of soil to depth of approximately 1 m over 0.76 ha.

The soil placement area (0.76 ha) will be used for blueberry farming.

The intent of topsoil placement is to elevate the growing area to provide adequate drainage and to introduce an organic matter amendment to the existing soils.

The owner intends to engage local companies to source and import the soil.





#### Site Investigation

A site investigation confirmed the description provided by Madrone in the Soil Deposit Plan.

#### Discussion and Recommendations

The proposed depth of soil is 1 m. The additional soil bearing pressure will not lead to any settlement or stability issues.

The placed soil described in the proposed soil deposit will have no adverse effects on the subject property or on adjacent properties. The 3m buffer proposed in the Madrone Soil Deposit Plan around the perimeter of the soil placement area is adequate to ensure no adverse consequences to adjacent areas of the subject property or to adjacent properties.

#### Closure

This report should be considered preliminary and is subject to review and revision as required. This report is prepared for the exclusive use of the owners of 22040 River Road, Richmond, BC and their designated representatives and may not be used by other parties without the written permission of Grey Owl Engineering Ltd. The City of Richmond may also rely on the findings of this report.

If during construction soil conditions are noted to be different from those described in this report, GOE Geotechnical must be notified immediately in order that the geotechnical recommendations can be confirmed or modified, if required. Further, this report assumes that field reviews will be completed by GOE Geotechnical during construction.

The site contractor should make their own assessment of subsurface conditions and select the construction means and methods most appropriate to the site conditions. This report should not be included in the specifications without suitable qualifications approved by the geotechnical engineer.

The use of this report is subject to the Report Interpretation and Limitations, which is included with the report. The reader's attention is drawn specifically to those conditions, as it is considered essential that they be followed for proper use and interpretation of this report.

Should any questions arise, please do not hesitate to contact the undersigned.

Yours truly,

**GREY OWL ENGINEERING LTD.**

MAY 30 2021

Dr. Stephen Ramsay P.Eng.





## **REPORT INTERPRETATION AND LIMITATIONS**

### **1. STANDARD OF CARE**

Grey Owl Engineering Ltd. (GOE) has prepared this report in a manner consistent with generally accepted engineering consulting practices in this area, subject to the time and physical constraints applicable. No other warranty, expressed or implied, is made.

### **2. COMPLETENESS OF THIS REPORT**

This Report represents a summary of paper, electronic and other documents, records, data and files and is not intended to stand alone without reference to the instructions given to GOE by the Client, communications between GOE and the Client, and/or to any other reports, writings, proposals or documents prepared by GOE for the Client relating to the specific site described herein.

This report is intended to be used and quoted in its entirety. Any references to this report must include the whole of the report and any appendices or supporting material. GOE cannot be responsible for use by any party of portions of this report without reference to the entire report.

### **3. BASIS OF THIS REPORT**

This report has been prepared for the specific site, development, design objective, and purpose described to GOE by the Client or the Client's Representatives or Consultants. The applicability and reliability of any of the factual data, findings, recommendations or opinions expressed in this document pertain to a specific project as described in this report and are not applicable to any other project or site, and are valid only to the extent that there has been no material alteration to or variation from any of the descriptions provided to GOE. GOE cannot be responsible for use of this report, or portions thereof, unless we were specifically requested by the Client to review and revise the Report in light of any alterations or variations to the project description provided by the Client.

If the project does not commence within 18 months of the report date, the report may become invalid and further review may be required.

The recommendations of this report should only be used for design. The extent of exploration including number of test pits or test holes necessary to thoroughly investigate the site for conditions that may affect construction costs will generally be greater than that required for design purposes. Contractors should rely upon their own explorations and interpretation of the factual data provided for costing purposes, equipment requirements, construction techniques, or to establish project schedule.

The information provided in this report is based on limited exploration, for a specific project scope. GOE cannot accept responsibility for independent conclusions, interpretations, interpolations or decisions by



the Client or others based on information contained in this Report. This restriction of liability includes decisions made to purchase or sell land.

#### **4. USE OF THIS REPORT**

The contents of this report, including plans, data, drawings and all other documents including electronic and hard copies remain the copyright property of GOE. However, we will consider any reasonable request by the Client to approve the use of this report by other parties as "Approved Users." With regard to the duplication and distribution of this Report or its contents, we authorize only the Client and Approved Users to make copies of the Report only in such quantities as are reasonably necessary for the use of this Report by those parties. The Client and "Approved Users" may not give, lend, sell or otherwise make this Report or any portion thereof available to any other party without express written permission from GOE. Any use which a third party makes of this Report - in its entirety or portions thereof - is the sole responsibility of such third parties. GREY OWL ENGINEERING LTD. ACCEPTS NO RESPONSIBILITY FOR DAMAGES SUFFERED BY ANY PARTY RESULTING FROM THE UNAUTHORIZED USE OF THIS REPORT.

Electronic media is susceptible to unauthorized modification or unintended alteration, and the Client should not rely on electronic versions of reports or other documents. All documents should be obtained directly from GOE.

#### **5. INTERPRETATION OF THIS REPORT**

Classification and identification of soils and rock and other geological units, including groundwater conditions have been based on exploration(s) performed in accordance with the standards set out in Paragraph 1. These tasks are judgemental in nature; despite comprehensive sampling and testing programs properly performed by experienced personnel with the appropriate equipment, some conditions may elude detection. As such, all explorations involve an inherent risk that some conditions will not be detected.

Further, all documents or records summarizing such exploration will be based on assumptions of what exists between the actual points sampled at the time of the site exploration. Actual conditions may vary significantly between the points investigated and all persons making use of such documents or records should be aware of and accept this risk.

The Client and "Approved Users" accept that subsurface conditions may change with time and this report only represents the soil conditions encountered at the time of exploration and/or review. Soil and ground water conditions may change due to construction activity on the site or on adjacent sites, and also from other causes, including climactic conditions.





The exploration and review provided in this report were for geotechnical purposes only. Environmental aspects of soil and groundwater have not been included in the exploration or review, or addressed in any other way.

The exploration and Report is based on information provided by the Client or the Client's Consultants, and conditions observed at the time of our site reconnaissance or exploration. GOE has relied in good faith upon all information provided. Accordingly, GOE cannot accept responsibility for inaccuracies, misstatements, omissions, or deficiencies in this Report resulting from misstatements, omissions, misrepresentations or fraudulent acts of persons or sources providing this information.

## **6. DESIGN AND CONSTRUCTION REVIEW**

This report assumes that GOE will be retained to work and coordinate design and construction with other Design Professionals and the Contractor. Further, it is assumed that GOE will be retained to provide field reviews during construction to confirm adherence to building code guidelines and generally accepted engineering practices, and the recommendations provided in this report. Field services recommended for the project represent the minimum necessary to confirm that the work is being carried out in general conformance with GOE's recommendations and generally accepted engineering standards. It is the Client's or the Client's Contractor's responsibility to provide timely notice to GOE to carry out site reviews. The Client acknowledges that unsatisfactory or unsafe conditions may be missed by intermittent site reviews by GOE. Accordingly, it is the Client's or Client's Contractor's responsibility to inform GOE of any such conditions.

Work that is covered prior to review by GOE may have to be re-exposed at considerable cost to the Client. Review of all Geotechnical aspects of the project are required for submittal of unconditional Letters of Assurance to regulatory authorities. The site reviews are not carried out for the benefit of the Contractor(s) and therefore do not in any way effect the Contractor(s) obligations to perform under the terms of his/her Contract.

## **7. SAMPLE DISPOSAL**

GOE will dispose of all samples 3 months after issuance of this report, or after a longer period of time at the Client's expense if requested by the Client. All contaminated samples remain the property of the Client and it will be the Client's responsibility to dispose of them properly.

## **8. SUBCONSULTANTS AND CONTRACTORS**

Engineering studies frequently requires hiring the services of individuals and companies with special expertise and/or services which GOE Geotechnical Ltd. does not provide. These services are arranged as a convenience to our Clients, for the Client's benefit. Accordingly, the Client agrees to hold the Company harmless and to indemnify and defend GOE Geotechnical Ltd. from and against all claims arising through





such Subconsultants or Contractors as though the Client had retained those services directly. This includes responsibility for payment of services rendered and the pursuit of damages for errors, omissions or negligence by those parties in carrying out their work. These conditions apply to specialized subconsultants and the use of drilling, excavation and laboratory testing services, and any other Subconsultant or Contractor.

#### **9. SITE SAFETY**

GOE assumes responsibility for site safety solely for the activities of our employees on the jobsite. The Client or any Contractors on the site will be responsible for their own personnel. The Client or his representatives, Contractors or others retain control of the site. It is the Client's or the Client's Contractors responsibility to inform GOE of conditions pertaining to the safety and security of the site - hazardous or otherwise- of which the Client or Contractor is aware.

Exploration or construction activities could uncover previously unknown hazardous conditions, materials, or substances that may result in the necessity to undertake emergency procedures to protect workers, the public or the environment. Additional work may be required that is outside of any previously established budget(s). The Client agrees to reimburse GOE for fees and expenses resulting from such discoveries. The Client acknowledges that some discoveries require that certain regulatory bodies be informed. The Client agrees that notification to such bodies by GOE Geotechnical Ltd. will not be a cause for either action or dispute.



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Cecilia Achiam  
General Manager, Community Safety  
**Date:** October 21, 2022  
**File:** 01-0100-30-SCIT1-  
01/2022-Vol 01  
**Re:** **Sister City Advisory Committee Four Year Activity Plan (2023-2026)**

### Staff Recommendation

That the 2023-2026 Sister City Advisory Committee Program Activity Plan be approved as described in the staff report titled "Sister City Advisory Committee Four Year Activity Plan (2023-2026)", dated October 21, 2022, from the General Manager, Community Safety.

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

Att. 2

REPORT CONCURRENCE	
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>
Finance Department	<input checked="" type="checkbox"/>
Arts, Culture & Heritage	<input checked="" type="checkbox"/>
Recreation Services	<input checked="" type="checkbox"/>
Parks	<input checked="" type="checkbox"/>
Richmond Public Library	<input checked="" type="checkbox"/>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>
<b>APPROVED BY CAO</b>	

## Staff Report

### Origin

The Richmond Sister City Advisory Committee (SCAC) currently has a Four Year Activity Plan (2019-2022), which concludes on December 31, 2022.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

*Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.*

*3.2 Enhance arts and cultural programs and activities.*

*3.4 Celebrate Richmond's unique and diverse history and heritage.*

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.*

*4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.*

### Background

The City of Richmond has had a Sister City relationship with Pierrefonds, Quebec since 1967, Wakayama, Japan since 1973 and Xiamen, China since 2012. The City of Richmond formed a Friendship City relationship with Qingdao, China in 2008.

The specific objectives of the Sister City Program are:

- To establish and maintain relationships with designated Sister/Friendship Cities that are meaningful and sustained through on-going activity;
- To develop a broad base of activity for Sister/Friendship City relationships in which many people and organizations in the community participate through planned and ongoing contact; and
- To engage the Richmond community and the Sister/Friendship Cities in projects and exchanges that promote cultural awareness and joint learning opportunities.

### Summary of 2019-2022 SCAC Activity Plan

The SCAC completed an active 2019-2022 program, which was supported with a Program Activity Budget of \$60,000 and the annual Sister City Program (SCP) Administration Operating Budget of \$11,000. Some of the SCAC activities during this period included:

- Celebrated Sister City relationship milestones:
  - Pierrefonds, Quebec – 55 years (2022)
  - Xiamen, China – 10 years (2022)
- Richmond - Wakayama Student Exchanges:
  - 36 Richmond Secondary students participated in the school exchange with students in Wakayama, Japan (2019)
  - Virtual exchange between students (2021)
  - Virtual exchange between students (2022)
  - Pen Pal program amongst elementary school students in Richmond and Pierrefonds (2019-2022) and Qingdao (2022)
- Participated in City events:
  - Cherry Blossom Festival (2019 | 2021 | 2022)
  - Steveston Salmon Festival Parade with entry of 50 participants (2019)
  - World Fest booth (2019)
  - Steveston Salmon Festival Booth (2022)
  - Walk Richmond – Sister City Walk – Pierrefonds (2022)
- Launched the “One Book, up to Five Cities” book club in partnership with Richmond Public Library (2019 | 2020 | 2021 | 2022) including hosting author chats with Yann Martel and Michael Ondaatje (2019 | 2022)
- Exhibited art & photo works from sister/friendship cities:
  - Qingdao Art Display (2019)
  - “Past influencing Present” Photo Exhibition (2020)
  - Pierrefonds “Look Up” Photo Contest Street Banner (2022)
  - Sister City Program Photo Exhibition (2022)
  - Pierrefonds Sister City Photo Exhibition (2022)
  - Honouring Canadian Library Month (2022)
  - Initiated annual Bookmark Collection featuring pictures & artwork from sister/friendship cities (2019 | 2021)

The upcoming four year plan (2023-2026) builds on these past successes and offers many opportunities to further develop and strengthen our Sister/Friendship City relationships through official visits and student, sport and cultural exchanges. The SCAC will also continue exploring non-visit activities incorporating the learnings (i.e. preferred online communication technology for translation) from the pandemic.

#### Focus areas of the 2023-2026 SCAC Activity Plan

In accordance with the SCP Objectives, the primary focus for the proposed activity plan includes: fostering activities with the Richmond community and its sister/friendship cities in projects and youth exchanges that promote cultural awareness and joint learning opportunities.

The proposed annual SCAC 2023-2026 Program Activity Budget is \$60,000 in addition to the annual SCP Administration Operating Budget of \$11,000. This proposed activity budget (Attachment 1) and activity plan (Attachment 2) was recently endorsed by the SCAC for presentation to Council.

### 1. Milestone Anniversary

The SCAC is proposing an allocation of funding to be used in commemorating the 50<sup>th</sup> Anniversary milestone with Wakayama, Japan in 2023. To celebrate this milestone anniversary, the SCAC is working on an enhanced program. Staff will be bringing a separate report to Council to outline the proposed program and associated budget for consideration as soon as the SCAC has completed its planning.

### 2. Pierrefonds

In 2002, the City of Pierrefonds ceased to be a separate municipality and instead became a borough of Montreal. Following a period of inactivity, the SCAC initiated discussions in 2018 with the office of the Mayor of Pierrefonds, regarding their interest in retaining and developing an active Sister City relationship. The SCAC reported in the last four years, Pierrefonds is the most active sister city in activities and is continually proposing new activities to engage both of our cities. These activities are reflected in the attached activity plan.

### 3. Wakayama

Through the SCP, the City has contributed financially each year to support the successful annual Wakayama/Richmond student exchange program. This year marks the 48<sup>th</sup> year for the Wakayama/Richmond student exchange. Since its inception, over 500 students from Wakayama and Richmond have participated in this program. The exchange has cultural significance for the students of Richmond as past students have travelled back to Japan to visit new friends while a number of teachers who facilitate this program also participated in the exchange program in their youth. In 2024, the SCAC is planning for a return of an in-person exchange where Wakayama students will travel to Richmond.

The established student exchange program is proposed to continue for the 2023-2026 period with an annual contribution of up to \$10,000 for outbound exchanges and up to \$4,000 for inbound exchanges. A list of additional funding sources (i.e. Kiwanis Clubs, Richmond Rotary Club) is maintained by the SCAC and will be shared with the Richmond School Board.

### 4. Xiamen and Qingdao

One of the challenges in nurturing the relatively new China relationships is the emphasis of their government officials to initiate business and tourism related activities, as opposed to community and educational activities. The SCAC continues to work closely with Economic Development and Intergovernmental Relations in passing along business and tourism-related initiatives. The SCAC will focus on plans to foster more youth related sport and cultural exchange initiatives to further develop these relationships.

### 5. Community Engagement

Each year the SCAC participates in various City events to increase visibility and engage directly with residents about the Sister City Program. The SCAC also invites community members to join in marching in the Steveston Salmon Festival Parade. The SCAC is proposing an annual



allocation of \$3,000 towards the cost of flags, banners, t-shirts and multi-cultural giveaways that are used for community engagement.

#### 6. Arts & Culture Initiatives

The SCAC is proposing several new arts and culture initiatives in partnership with Richmond Public Library including:

- StoryWalk® - sharing of a StoryWalk® with our sister/friendship cities.
- Interactive sessions via virtual city tours (recorded or live); virtual youth chats and speaker talks
- SCAC is proposing an introductory, all ages, cultural themed craft projects known as “Take & Make It”. Initial categories include paper folding and knot tying. These kits will be offered at City events, for school classes and as giveaways.

Other arts and culture initiatives are being explored through the City’s Arts, Culture and Heritage team.

#### Financial Impact

None. The four year 2023-2026 SCAC Activity Plan, totaling \$284,000, is recommended to be funded from the annual Sister City Program operating budget as described in Attachment 1, if approved by Council. The current Sister City Program annual operating budget of \$71,000 (including \$11,000 annually for administration costs) is sufficient to fund the 2023-2026 SCAC Activity Plan. Staff will bring forward a separate budget request for any enhanced programs associated with commemorating the 50<sup>th</sup> Anniversary (2023) with Wakayama, Japan.

#### Conclusion

The Sister City Program is a valued and long-standing City initiative. The program is supported by the Sister City Advisory Committee, a dedicated group of community volunteers who are committed to achieving the SCAC activity plan goals. The approval of the 2023-2026 Four Year Plan will set clear direction for the Sister City Advisory Committee to maintain robust and meaningful Sister and Friendship City relationships.



Mike Romas  
Manager, People Development  
(604-276-4081)

Att. 1: Four Year (2023-2026) Activity Plan Budget

Att. 2: Four Year (2023-2026) Activity Plan

## Sister City Advisory Committee Four Year (2023 – 2026) Activity Plan Budget

The next four year (2023-2026) offers many opportunities to further develop and strengthen our Sister/Friendship City relationships through official visits, student, sport and cultural exchanges.

An activity budget allocation of \$240,000 is proposed for this period. The following sections provide budget information for engagement activities that the SCAC plans to carry out for 2023 - 2026.

### Richmond Sister City Advisory Committee

#### SUMMARY OF 2023 – 2026 SCAC PROGRAM ACTIVITY BUDGET

<b>Annual Program Activities</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Educational Activities</b>				
• Student exchanges	\$17,000	\$22,000	\$14,000	\$22,000
• Non-visit classroom exchange				
<b>Active Living</b>				
• Team/Athlete exchanges	\$20,000	\$20,000	\$20,000	\$20,000
• Hockey Jamboree				
<b>Art &amp; Cultural Activities</b>				
• Art exchanges				
• Photo exchange/display	\$20,000	\$15,000	\$23,000	\$15,000
• Richmond Public Library book club and bookmark exchange				
<b>Community Engagement</b> (i.e. Steveston Salmon Festival Activation)	\$3,000	\$3,000	\$3,000	\$3,000
<b>Total SCAC Program Activity Budget</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>
Administration Operating Budget	\$11,000	\$11,000	\$11,000	\$11,000
<b>TOTAL</b>	<b>\$71,000</b>	<b>\$71,000</b>	<b>\$71,000</b>	<b>\$71,000</b>



Richmond Sister City Advisory Committee

# Four Year Activity Plan Proposal

2023 - 2026

**2022 Sister City Advisory Committee Members:**

- |              |                    |                 |
|--------------|--------------------|-----------------|
| <b>Chair</b> | <b>Vice-Chairs</b> | <b>Members</b>  |
| Lisa MacNeil | Allen Chan         | Charan Gill     |
|              | Glenn Kishi        | Joan Page       |
|              | Melissa Zhang      | Karen Shigeno   |
|              | Victor Zhuo        | Nick Sturtevant |

- |                     |
|---------------------|
| <b>School Board</b> |
| Ken Hamaguchi       |
| Debbie Tablotney    |
| Polly Tang          |
| Sue Tian            |
| David Yang          |
| Jenny Zhang         |

# Building meaningful connections in our global community

The past four years have been rather unique yet we learned so much. Going into 2019, the Sister City Advisory Committee (SCAC) wanted to broaden our reach in Richmond with more non-visit activities. 2020 provided us with new possibilities and opportunities as we learned to live within pandemic times. SCAC initiated dialogue with community partners, participated in community events and co-hosted internationally known authors in partnership with Richmond Public Library. Video platforms like Zoom opened up communication with our sister/friendship cities to real-time exchange of ideas. As a committee, we look forward to continuing this path and seeing more experiences between our residents and the residents of Pierrefonds, Quebec; Wakayama, Japan; Xiamen & Qingdao, China.

CP - 160

Sister City Advisory Committee  
City of Richmond  
October 2022

## 2023 – 2026 Activity Goals

- ✓ Build on current relationships with sister/friendship cities
- ✓ Promote Sustainability & Active Living
- ✓ Continue exploring non-visit activities and showcase innovative programs around the city
- ✓ Consider activities for ALL age groups
- ✓ Encourage more information sharing
- ✓ Develop archival process to preserve Sister City Program collection

COVID PANDEMIC NOTE:  
This plan was made in late 2021 / early 2022 when the COVID 19 pandemic continued. Given the uncertainty at what may happen in the time span of this proposal, this plan is subject to change.

## Sister City

a city that is linked to another,  
usually for the purposes of  
cultural exchange

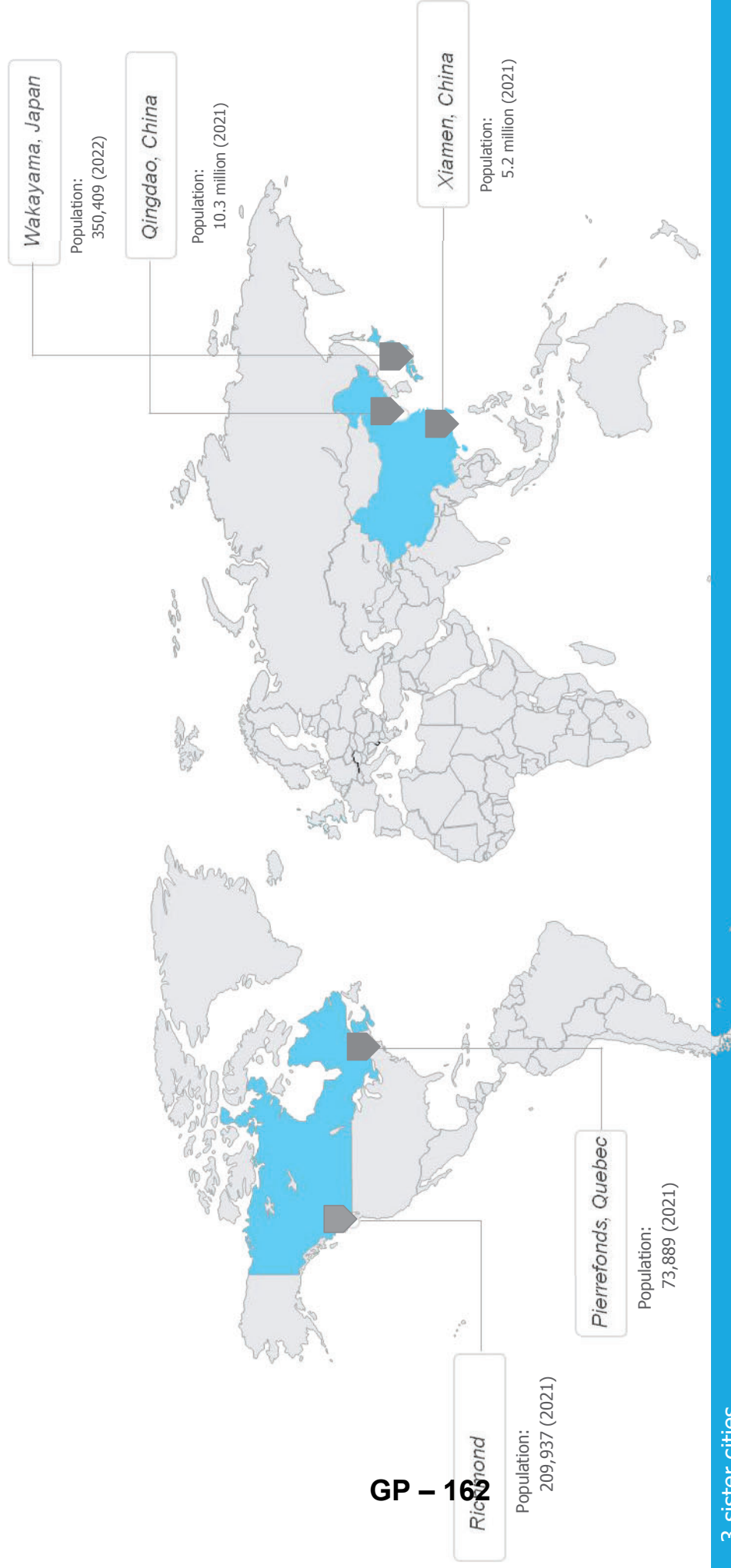
GP - 161

## Friendship City

less formal relationship than  
sister city

# Definition





3 sister cities

**Pierrefonds, Quebec | Wakayama, Japan | Xiamen, China**

1 friendship city

**Qingdao, China**

# Relationship Review

All cities rated highly engaged since 2019

Goals in the upcoming four years:

GP - 163

## Pierrefonds

- Continue building on strong relationship

## Wakayama

- Document Budget Planning Timeline
- Encourage non-visit activities

## Xiamen

- Explore education non-visit activities

## Qingdao

- Explore education non-visit activities

# Activity Summary

## Annual Base Program Activities (Visit)

	2023	2024	2025	2026
Education	Pierrefonds	Pierrefonds	Pierrefonds	Pierrefonds
		Wakayama	Wakayama	Wakayama
Active Living	TBC	TBC	Hockey Jamboree	Xiamen: FIFA Football
	TBC	TBC	Kendo	TBC
Arts & Culture			Choir	

Outbound Activity

## Annual Base Program Activities (Non-Visit)

Annual "state of the city" letter	x	x	x	x
Exchanges of cities' annual reports and city plans	x	x	x	x
SCAC Year in Review Summary	x	x	x	x
Community Engagement	x	x	x	x
Activities	x	x	x	x

## Relationship Activities

Anniversary Milestones	Wakayama (50 years) Qingdao (15 years)			
City Council/Delegation Visits		to be scheduled		
Activity Plan Relationship Review				x

## Future Twinnings

Explore new Sister City Relationship	x	x	x	x
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# Budget Summary

GP – 165

	2023	2024	2025	2026
<b>Annual Base Program Activities</b>				
Education	\$17,000	\$22,000	\$14,000	\$22,000
Active Living	\$20,000	\$20,000	\$20,000	\$20,000
Arts	\$20,000	\$15,000	\$23,000	\$15,000
Community Engagement	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
<b>Relationship Activities</b>				
Anniversary Milestones*	TBA			
<b>Administration</b>				
Administration Costs	\$11,000	\$11,000	\$11,000	\$11,000
<b>SUBTOTAL (year total)</b>	\$71,000	\$71,000	\$71,000	\$71,000
<b>GRAND TOTAL</b>	<b>\$284,000</b>			

\*Official celebration plans in separate report to Mayor & Council

Annual Base Program Activities

# Visits



# Education

## Student Exchanges/Visits

<div><div>GP - 167</div><div>Pierrefonds</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>inbound &amp; outbound</div> <div>Students</div>	<div>✓ Student exchanges/visits include opportunities to inbound/outbound to sister cities<ul style="list-style-type: none"><li>• Continue annual exchanges with Wakayama, Japan</li><li>• Explore school visits to Montreal (Pierrefonds)</li></ul></div>	<div>Budget Breakdown:</div> <div><div>• Outbound visit<ul style="list-style-type: none"><li>○ <b>\$500</b> per student participant</li><li>○ up to maximum <b>\$10,000</b> for each annual student exchange</li></ul></div><div>• Inbound visit<ul style="list-style-type: none"><li>○ <b>\$200</b> per student participant</li><li>○ up to maximum <b>\$4,000</b> for each annual student exchange</li></ul></div></div> <div>NOTE: Additional funding sources list provided to requestors (see appendix)</div>
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# Active Living

## Sport Exchanges

<div><div>Pierrefonds</div><div>GP – 168</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>up to <b>2 activities annually</b> inbound &amp; outbound</div> <div><div>Adult</div><div>Youth</div></div>	<div>✓ Sport exchanges open to ALL age groups</div> <div>✓ Competitions or Skills Clinics</div> <div>✓ Schedule of Inbound &amp; Outbound activities to be confirmed<ul style="list-style-type: none"><li>Inbound activities<ul style="list-style-type: none"><li>2025: Richmond Hockey Jamboree</li></ul></li><li>Outbound activities<ul style="list-style-type: none"><li>2025: Kendo Club</li><li>July/August 2026: Xiamen Youth FIFA Football</li></ul></li></ul></div>	<div>Budget Breakdown:</div> <ul style="list-style-type: none"><li>Outbound visit<ul style="list-style-type: none"><li>\$<b>500</b> per athlete</li><li>up to maximum <b>\$10,000</b> for each athletic exchange</li></ul></li><li>Inbound visit<ul style="list-style-type: none"><li>\$<b>200</b> per athlete</li><li>up to maximum <b>\$4,000</b> for each athletic exchange</li></ul></li></ul> <div>NOTE: Additional funding sources list provided to requestors (see appendix)</div>
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# Active Living

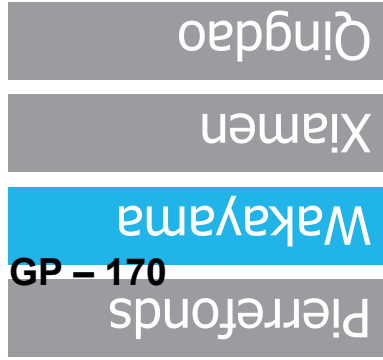
## Hockey Jamboree: 2023 (virtual) | 2025 (in person)

<div><div>GP - 169</div><div>Pierrefonds</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>virtual (2023) &amp; inbound (2025) activity</div> <div>Youth</div>	<div>✓ Hockey Jamboree to discuss / practice player skills development with sister/friendship cities in virtual format (2023) &amp; in person format (2025)</div> <div><ul style="list-style-type: none"><li>2023: virtual Zoom workshop to discuss respective minor hockey systems (from Intro Hockey to the NHL)</li><li>2025: in-person Hockey Jamboree in Richmond<ul style="list-style-type: none"><li>Jamboree to include 1) mixing all the players up and form new teams AND 2) a skills program (hockey school)</li></ul></li></ul></div>	<div>Budget Breakdown:</div> <div><ul style="list-style-type: none"><li>2023 (virtual)<ul style="list-style-type: none"><li>up to <b>\$3,000</b> for video taping</li></ul></li><li>2025 (Inbound)<ul style="list-style-type: none"><li>up to maximum <b>\$10,000</b> for jamboree</li></ul></li></ul></div> <div>NOTE: Additional funding sources list provided to requestors (see appendix)</div>
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# Performing Arts

## NEW! Richmond Youth Honour Choir (RYHC)

GP – 170



outbound activity

Youth

- ✓ Choir exchanges include opportunities to inbound/outbound to sister cities
    - 2025: Wakayama
  - ✓ Choir available for participation in delegate visits
- More details about RYHC can be found at <https://ryhc.org/>

### Budget Breakdown:

- Outbound visit
  - **\$500** per participant
  - up to maximum **\$10,000** for each exchange

### NOTE:

Additional funding sources list provided to requestors (see appendix)

Annual Base Program Activities

# Non-Visits



# Education

## Non-visit Activities

<div><div>GP - 172</div><div>PierrefondsWakayamaXiamenQingdao</div><div>up to 2 activities annually</div><div>Students</div></div>	<div>✓ Non-visit activities to engage students &amp; teachers</div> <ul style="list-style-type: none"><li>• Pilot sharing of lesson plans with educator in sister city</li><li>• Pen Pal Exchanges - Pierrefonds &amp; Qingdao elementary school level</li><li>• Information Exchanges   Artwork Exchanges<ul style="list-style-type: none"><li>◦ Exploring Sustainability activities</li></ul></li><li>• Pierrefonds: Postal Art Poetry</li></ul>	<div>Budget Breakdown:</div> <ul style="list-style-type: none"><li>• up to maximum <b>\$3,000</b> annually<ul style="list-style-type: none"><li>◦ cover costs of supplies and shipping costs</li></ul></li></ul>
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# Education

## 2023 Japan Bowl®

<div><div>Pierrefonds</div><div>GP – 173</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>Students</div>	<p>✓ Secondary school competition around Japanese culture sponsored in part by the Government of Japan, local Japan Embassy and Nikkei Centre</p> <ul style="list-style-type: none"><li>• Target: Richmond students who are in the Japanese Language Program</li><li>• Sister City Program to present talk on sister city relationship with Wakayama</li></ul> <p>Event website: <a href="https://www.ietaabc.ca/news/2022-metro-vancouver-japan-bowl/">https://www.ietaabc.ca/news/2022-metro-vancouver-japan-bowl/</a></p> <p>Video of event - <a href="https://www.youtube.com/watch?v=g1G-SzFc28E">https://www.youtube.com/watch?v=g1G-SzFc28E</a></p>	<p>Budget Breakdown:</p> <ul style="list-style-type: none"><li>• Giveaways</li><li>• In-kind contribution</li><li>• Team registration fees</li></ul>
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# Art & Culture

## Richmond Public Library - Book Club

<div> <div>GP - 174</div> <div> <div>Pierrefonds</div> <div>Wakayama</div> <div>Xiamen</div> <div>Qingdao</div> </div> </div> <div> <div>1 program annually</div> <div>inbound &amp; outbound</div> <div>All</div> </div>	<p>Launch various programs to coordinate sharing of information with sister city libraries with various target audiences from young children to seniors. The activity plan would be to continue or expand on successful activities:</p> <ul style="list-style-type: none"> <li>✓ One Book, up to Five Cities adult book club <ul style="list-style-type: none"> <li>• 2023: Wakayama Public Library to recommend book</li> </ul> </li> <li>✓ StoryWalk® young children <ul style="list-style-type: none"> <li>• Offer sample stories to libraries in our sister/friendship cities</li> </ul> </li> <li>✓ Commemorative Milestone Anniversary Bookmarks <ul style="list-style-type: none"> <li>• 2023: share with Wakayama &amp; Qingdao Public Library</li> </ul> </li> </ul>	<p>Budget Breakdown:</p> <ul style="list-style-type: none"> <li>• Sister Cities to participate in Richmond Public Library book club program</li> <li>• Bookmarks: printing &amp; distribution</li> </ul>
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# Art & Culture

## NEW! Take & Make It!

<div> <div>GP – 175</div> <div> <div>Pierrefonds</div> <div>Wakayama</div> <div>Xiamen</div> <div>Qingdao</div> </div> </div> <div> <div>City Events &amp; School Activities</div> <div> <div>Adult</div> <div>Youth</div> </div> </div>	<div>✓ Take &amp; Make crafts for all ages with a cultural inspiration from our sister/friendship cities to be used with schools, at City events (Culture Days) and as giveaways</div> <ul style="list-style-type: none"> <li>• QR code business cards to share instructions on how to make craft <ul style="list-style-type: none"> <li>○ Paper folding - fans &amp; origami</li> <li>○ Calligraphy - Chinese &amp; Japanese Shūji</li> <li>○ Canada Day crafts</li> <li>○ Koinobori kite making</li> <li>○ Chinese knot tying</li> <li>○ Teru Teru Bozu (Japanese Sunshine Doll)</li> </ul> </li> </ul> <div> <div>Culture Days website</div> <div><a href="#">City of Richmond - Culture Days</a></div> </div>	<div>Budget Breakdown:</div> <ul style="list-style-type: none"> <li>• Printing of instructions</li> <li>• Supplies</li> </ul>
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Annual Base Program Activities

# Information Exchange



# Information Exchange

## About Richmond

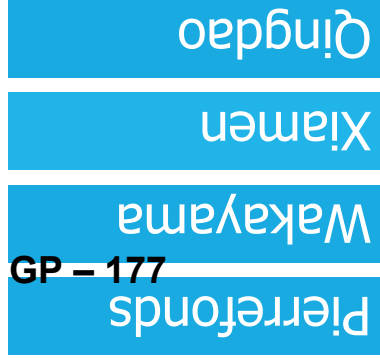
Budget Breakdown:

- no cost

✓ Build a toolkit of information requested by our sister/friendship cities from richmond.ca website & from Tourism Richmond

- Topics
  - Brief introductory to Richmond
  - Population - Stats Canada data source
  - Promotional videos
  - Photos including aerial view
  - Educational Institutions
  - Sustainability Practices
  - Other sister/friendship cities

GP – 177



as requested  
Updated annually

# Information Exchange

## Speaker Series

<div> <div>GP - 178</div> <div> <div>Pierrefonds</div> <div>Wakayama</div> <div>Xiamen</div> <div>Qingdao</div> </div> </div> <div> <div>1+ sessions annually</div> <div> <div>Adult</div> <div>Youth</div> </div> </div>	<p>Launch interactive sessions with sister/friendship cities to promote sharing of information utilizing new technology at RPL. The activity plan would be to continue or expand on successful activities:</p> <ul style="list-style-type: none"> <li>✓ Let's Go! virtual tours of sister/friendship cities <ul style="list-style-type: none"> <li>• Live or prerecorded sessions via Zoom of local attractions, parks, cultural events, museums and libraries</li> </ul> </li> <li>✓ Speakers Series <ul style="list-style-type: none"> <li>• Presentations on cultural customs, cuisine &amp; crafts</li> </ul> </li> <li>✓ Virtual Sister/Friendship City Youth Session <ul style="list-style-type: none"> <li>• Students chat with youth in French, Japanese &amp; Chinese to learn about each other and each other's culture</li> </ul> </li> </ul>	<p><b>Budget Breakdown:</b></p> <ul style="list-style-type: none"> <li>• Speakers Fee: estimate between \$500 - \$4,000</li> </ul>
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# Information Exchange

## Community Groups / Advisory Committees

<div><div>GP – 179</div><div>Pierrefonds</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>as requested <b>Virtually</b></div> <div>All</div>	<div>✓ Knowledge sharing between like groups</div> <div><ul style="list-style-type: none"><li>Initial thoughts<ul style="list-style-type: none"><li>Advisory Committees</li><li>City Staff</li><li>Community Groups</li><li>Community Partners</li></ul></li></ul></div>	<div>Budget Breakdown:</div> <div><ul style="list-style-type: none"><li>no cost</li></ul></div>
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Annual Base Program Activities

# Community Engagement

# Community Engagement

## Participation in City Events / Activities

<div><div>GP - 181</div><div>Pierrefonds</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>Annual Parade &amp; up to 2 City Events</div>	<p>Sister City Advisory Committee members participate in activities to increase Community Engagement and sharing of experiences with our sister/friendship cities</p> <ul style="list-style-type: none"><li>✓ Steveston Salmon Festival Activation</li><li>✓ City Events - exhibitor booth</li><li>✓ Sister City Program theme Geocaching (2024)</li></ul>	<p>Budget Breakdown:</p> <ul style="list-style-type: none"><li>• Event booth decorations</li><li>• T-shirts for parade participants</li><li>• Parade entry decorations</li><li>• Handouts for attendees</li></ul>
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# Community Engagement

## Walk Richmond - community walks

GP – 182		Budget Breakdown:	
Pierrefonds	Wakayama	Xiamen	Qingdao
All			
Partner with Walk Richmond to coordinate sister city community walks		Budget Breakdown:	
✓ Pierrefonds walk		• Giveaways	
• Starting at Pierrefonds Sister City Garden at City Hall			
• Ending at Pierrefonds Garden by Minoru Chapel			
✓ Wakayama walk			
• Similar to Pierrefonds walk			
• Garry Point Park to Britannia Shipyards National Historic Site			
✓ Xiamen & Qingdao walk			
• Aberdeen Neighbourhood Park (TBC)			

# Community Engagement

## Photo Exhibition

<div><div>Pierrefonds</div><div>GP – 183</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>up to 2 activities annually inbound</div>	<p>✓ Photo shows at Cultural Centre to showcase sister/friendship cities</p> <ul style="list-style-type: none"><li>▪ Upper Rotunda - 15 photos highlighting city</li><li>▪ Atrium - 8 photos highlighting theme<ul style="list-style-type: none"><li>○ 2023: Public Art</li><li>○ 2024: Fire Halls (to be confirmed)</li><li>○ 2025: to be confirmed</li><li>○ 2026: to be confirmed</li></ul></li></ul>	<p>Budget Breakdown:</p> <ul style="list-style-type: none"><li>• <b>\$1,000</b> annually for photo development</li></ul>
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# Community Engagement

## Richmond Museum

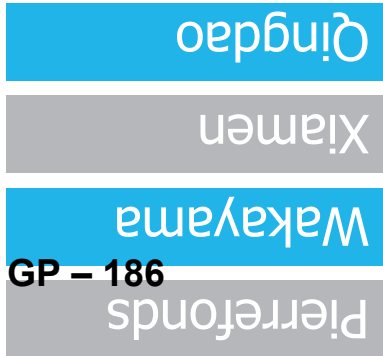
<div><div>GP – 184</div><div>Pierrefonds</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>2023 &amp; 2024</div>	<div>✓ Share artefacts collected from Sister City Program at Richmond Museum<ul style="list-style-type: none"><li>• July 2023 - Wakayama</li><li>• February 2024 - Sister City Program</li></ul></div>	<div>Budget Breakdown:<ul style="list-style-type: none"><li>• No cost</li></ul></div>
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Annual Base Program Activities

# Milestone Anniversaries

# Milestone Celebrations

## Occurring in 2023

 <p>GP - 186</p> <p>2 milestone celebrations</p> <p>Pierrefonds</p> <p>Wakayama</p> <p>Xiamen</p> <p>Qingdao</p>	<p>✓ Two major milestones will be celebrated in 2023</p> <ul style="list-style-type: none"><li>• Wakayama: 50 year anniversary (July)<ul style="list-style-type: none"><li>◦ Official celebration plans in separate report to Mayor &amp; Council</li></ul></li><li>• Qingdao: 15 year anniversary (April)</li></ul>	<p>Budget Breakdown:</p> <ul style="list-style-type: none"><li>• TBA</li></ul>
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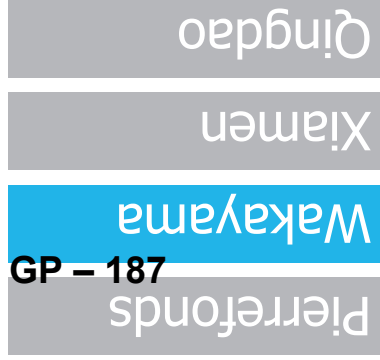
# Milestone Celebrations

## Street Banner Contest

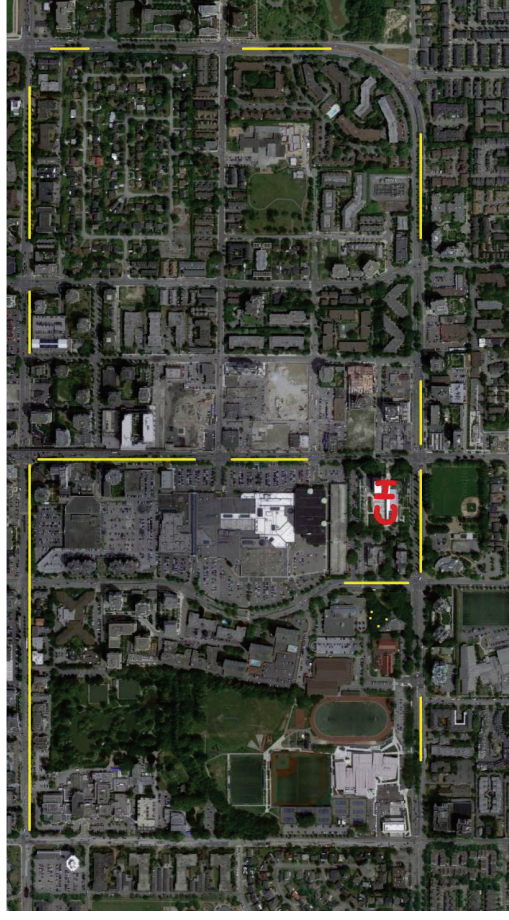
- ✓ 2023 Street Banner IN Richmond to be designed by individual IN Wakayama sharing a photo of a landmark in Wakayama
- around City Hall

Budget Breakdown:

- estimate around ~\$1.5K



2023



# Community Tribute Space/Site

# Community Tribute Space/Site

## Create a community tribute to sister city

- ✓ Recommendation for a commemorative space (i.e. garden or public art piece) to recognize the sister city relationship with Wakayama
- Location: to be recommended by city staff
  - Installation by 2026 for next MOU signing with City of Wakayama
  - Tone: elegance garden / public art piece or garden structure such as pergola
  - Committee to collaborate with local Japanese community groups
  - Ask to Staff to further investigate

GP – 189

Pierrefonds

Wakayama

Xiamen

Qingdao

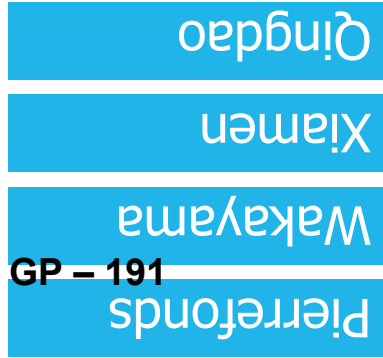
Annual Sister City Program Activities

# Administration

# Administration

## Operational & Relationship Activities

GP – 191



- ✓ Annual administrative costs
- ✓ Letters between Mayors - annual “state of the city” letter
- ✓ Exchanges of City Annual Reports

### Budget Breakdown:

- **\$11,000** annual administrative costs

# Administration

## Project 2024

GP - 192	<p>Richmond Sister City Advisory Committee will celebrate <b>50 years</b> on February 11, 2024. In order to continue building meaningful connections with our global community, the committee must do our part to future proof our legacy and set up processes for the future. Steps to be taken:</p> <ul style="list-style-type: none"><li>✓ Digital File &amp; Photo Management including archival process</li><li>✓ Website Enhancements</li><li>✓ Document activity timelines for each city</li><li>✓ Document names of current &amp; past committee members</li><li>✓ Our extended family - establish &amp; strengthen ties with sister city committees around the world sharing best practices</li></ul> <p>Celebration in February 2024</p> <ul style="list-style-type: none"><li>• Photo Exhibition</li><li>• Update committee logo used for online &amp; print communications</li></ul>
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# Appendix

# Looking to the Past

Report adopted by Council, February 11, 1974, Resolution 157.

The Mayor and Aldermen,  
City of Richmond,  
Virginia, U.S.A.

Ladies and Gentlemen:

As Council are aware, Richmond has teamed with Plainesville, Quebec and Yokoyama, Japan, the latter being formalized during 1971. The teaming with these Cities, but particularly with Yokoyama, has equandered a great deal of interest and we are now getting into the position of requiring a correlation of our efforts in this regard.

This is particularly true in the field of organized exchange of our students, young people in general, and to a certain extent the visitation by various members of each community.

Yokoyama has set up a Committee called "The Sister City Twinning Committee" and this is generally made up of members of the Council, some members of the senior staff and a large number of non-political citizens, such as members of the Board of Trade, Medical Association, Religious Institutions, businessmen and others. The Yokoyama Committee functions under the chairmanship of a Japanese citizen, and is very active in promoting sister city relationships.

It is therefore the recommendation to this Council that a similar type Committee, to be called "The Sister City Twinning Committee", be set up in Richmond. It is suggested that Mr. Harvey be named as Chairman. It is further suggested that Mr. Harvey and our Chief Administrative Officer be empowered to solicit persons to be members of this Committee, with a particular view to obtaining a good cross-section of our citizens. It is further recommended that the Committee be authorized to report to Council from time to time on the progress of committee activities and to recommend subsequently on the activities of the Committee so that Council and the public will be fully informed of the scope of the twinning activities.

I would earnestly recommend the adoption of this report.

  
U. J. BLAIR  
MAYOR

## OBJECTIVES OF THE SISTER CITY TWINNING COMMITTEE

1. To coordinate and organize exchanges between our Sister Cities, Plainesville, Quebec, and Yokoyama, Japan.
2. To carry out a continuing programme of cultural exchanges for the benefit of our communities and citizens.
3. To emphasize student and athletic exchange for the benefit of our younger people.
4. To foster economic ties with our Sister Cities, wherever possible.
5. To continue to enhance our mutual friendship through the promotion of better understanding of our citizens and ways of life.

Since inception of the Sister City Advisory Committee in February 1974, the objectives of the Sister City Program (SCP) remain the same:

- Carry out a continuing program of cultural exchanges
- Emphasize student and athletic exchange for the benefit of youth
- Promotion of better understanding of our cultures and ways of life

The addition in 2019 is SCP is inclusive of ALL ages to participate in activities.

## Funding Sources

	Funding Source & Website URL
1	Kiwanis Club <a href="https://richmondkiwanis.org/">https://richmondkiwanis.org/</a>
2	KidSport <a href="https://kidsportcanada.ca/british-columbia/">https://kidsportcanada.ca/british-columbia/</a>
3	Canadian Tire <a href="https://corp.canadiantire.ca/English/community/default.aspx">https://corp.canadiantire.ca/English/community/default.aspx</a>
4	TELUS <a href="https://www.telus.com/en/social-impact/giving-back/community-grants?INTCMP=tcorm_social-impact_home_cta_to_community-grants">https://www.telus.com/en/social-impact/giving-back/community-grants?INTCMP=tcorm_social-impact_home_cta_to_community-grants</a>
5	Viasport BC funded by Province of BC <a href="https://viasport.ca/grants">viasport.ca/grants</a>
6	Community Gaming grants for Recreation, Parks and Culture, Events and Celebration funded by Prov. of BC. <a href="https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/community-gaming-grants">https://www2.gov.bc.ca/gov/content/sports-culture/gambling-fundraising/gaming-grants/community-gaming-grants</a>
7	Civic Info BC has a grants database of federal, provincial grants <a href="https://www.civicinfo.bc.ca/grants">https://www.civicinfo.bc.ca/grants</a>
8	Government of Canada Youth Exchanges Grants - in Canada only <a href="https://www.canada.ca/en/canadian-heritage/services/funding/exchanges-canada/funding-organizations.html">https://www.canada.ca/en/canadian-heritage/services/funding/exchanges-canada/funding-organizations.html</a>
9	Richmond Rotary Clubs
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15.	



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Claudia Jesson  
Director City Clerk's Office  
**Re:** Appointment of Acting Corporate Officer

**Date:** December 5, 2022  
**File:** 05-1400-01/2022-Vol  
01

### Staff Recommendation

That Evangel Biason, Manager, Legislative Services, be appointed as an Acting Corporate Officer for the purposes of carrying out statutory duties prescribed in section 148 of the Community Charter in the absence of, or as directed by, Claudia Jesson, Director, City Clerk's Office (Corporate Officer).

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

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

## **Staff Report**

### **Origin**

Traditionally, the Manager, Legislative Services has also been appointed as an Acting Corporate Officer for the City of Richmond in order to ensure appropriate continuity of City business, to maintain customer service and to provide proper coverage in the City Clerk's Office in the absence of, or as directed by, the Corporate Officer / Director, City Clerk's Office.

The appointment of an Acting Corporate Officer, which is a common practice in municipalities, facilitates a more efficient approach to a variety of required administrative work including the execution of agreements, contracts and land title documents, the acceptance of notices served on the City as required by statute, the certification of bylaws, meeting minutes and other City records and attendance at City Council meetings and Public Hearings as a (Acting) Corporate Officer.

The position of Manager, Legislative Services was recently filled by Evangel Biason who has been with the City of Richmond in the City Clerk's Office for nine years and most recently held the position of Elections Manager during the 2022 Municipal Elections. Mr. Biason's appointment as an Acting Corporate Officer should be considered in order to maintain appropriate service levels.

### **Financial Impact**

None.

### **Conclusion**

The appointment of Evangel Biason as an Acting Corporate Officer will provide the City Clerk's Office with an appropriate level of service and coverage and will ensure continuity of key business processes.



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