



**General Purposes Committee
Electronic Meeting**

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

**Tuesday, April 19, 2022
4:00 p.m.**

Pg. # ITEM

MINUTES

- GP-3** *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on April 4, 2022.*



ENGINEERING AND PUBLIC WORKS DIVISION

1. **CITY CENTRE DISTRICT ENERGY UTILITY BYLAW NO. 9895,
AMENDMENT BYLAW NO. 10112**
(File Ref. No. 10-6600-10-04) (REDMS No. 6326977)

GP-9

See Page GP-9 for full report

Designated Speaker: Alen Postolka

STAFF RECOMMENDATION

That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10112, presented in the “City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10112” report, dated March 10, 2022, from the Director, Sustainability and District Energy, be introduced and given first, second, and third readings.



COMMUNITY SAFETY DIVISION

2. **SISTER CITY ADVISORY COMMITTEE 2021 YEAR IN REVIEW**

(File Ref. No. 01-0100-30-SCIT1-01) (REDMS No. 6857517)

GP-17

See Page GP-17 for full report

Designated Speaker: Mike Romas

STAFF RECOMMENDATION

That the staff report titled “Sister City Advisory Committee 2021 Year in Review”, dated March 23, 2022, from the General Manager, Community Safety, be received for information.

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, April 4, 2022

Place: Council Chambers
Richmond City Hall

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

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on March 21, 2022, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **DIGITAL STRATEGY UPDATE - 2022**

(File Ref. No. 04-1300-01) (REDMS No. 6855784)

Discussion ensued regarding the potential to improve the capabilities of the website search engine.

It was moved and seconded

That the report titled, "Digital Strategy Update - 2022", from the Director of Information Technology, be received for information.

CARRIED

1.

General Purposes Committee

Monday, April 4, 2022

2. PROPOSED ONGOING CITY OF RICHMOND PATIO PROGRAM

(File Ref. No. 08-4150-01) (REDMS No. 6784481)

In accordance with Section 100 of the *Community Charter*, Councillor Linda McPhail declared to be in a conflict of interest as her husband has an interest in a business that has participated in the temporary patio program, and left the meeting at 4:06 p.m.

In response to queries, staff advised (i) the Province has not confirmed whether an expedited application process for liquor licenses will be introduced (ii) the grace period would allow patios to operate uninterrupted during the 2022 season (iii) a new liquor licence must be submitted by June 2022 to allow patio operators to continue to serve liquor on the patios (iv) the feedback from industry on the staff recommendation has been positive, and (v) clarification that the Patio Program would provide flexibility for seating during the summer season.

Discussion ensued with regard to the preference for the patio program to be designated as an open program without a termination date.

It was moved and seconded

- (1) *That the City of Richmond Patio Program, as described in the staff report titled "Proposed Ongoing City of Richmond Patio Program", dated March 14, 2022, from the General Manager, Community Safety, be approved for implementation;*
- (2) *That Council introduce a new process for issuing patio permits as described in the staff report titled "Proposed Ongoing City of Richmond Patio Program", from the General Manager, Community Safety, dated March 14, 2022, by giving first, second and third readings to:*
 - (a) *Public Space Patio Regulation Bylaw 10350;*
 - (b) *Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw No. 10366;*
 - (c) *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10367; and*
 - (d) *Heritage Procedures Bylaw No. 8400, Amendment Bylaw No. 10363;*
- (3) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 10362 be introduced and given first reading;*
- (4) *That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 10362, having been considered in conjunction with:*

General Purposes Committee
Monday, April 4, 2022

- (a) the City's Financial Plan and Capital Program; and*
- (b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;

- (5) That Richmond Official Community Plan Bylaw No. 7100, Amendment Bylaw No. 10362, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;*
- (6) That the expiry date for valid Expedited Temporary Outdoor Patio (TOP) Permits be extended to June 1, 2023;*
- (7) That a letter be sent to the BC Liquor and Cannabis Regulation Branch (LCRB) requesting an extension to existing Temporary Expanded Service Area authorizations in Richmond until June 1, 2023; and*
- (8) That staff be directed to provide an update in the fall of 2023 to Council regarding implementation of the City of Richmond Patio Program.*

CARRIED

Councillor McPhail returned to the meeting at 4:16 p.m.

ENGINEERING AND PUBLIC WORKS DIVISION

3. ACCELERATED FLOOD PROTECTION PROGRAM UPDATE

(File Ref. No. 10-6060-01) (REDMS No. 6834711)

In response to queries, staff advised (i) senior governments will be provided with information on the Accelerated Flood Protection Program to inform grant funding discussions (ii) a formal agreement for a fish habitat bank has not yet been established for City-owned projects (iii) an increase of 17% in the annual utility rate would be required to complete the flood protection program in 30 years, and (iv) approximately \$40 million of flood protection projects have been funded by senior government since 2010.

General Purposes Committee

Monday, April 4, 2022

Discussion ensued with regard to (i) the need to accelerate the program to address sea level rise (ii) the need for permanent funding from senior government for flood protection (iii) suggestion to establish a permanent dredge program for Steveston Island and to utilize the dredge material on Richmond farmlands, and (iv) suggestion to consider the construction of a dike in east Richmond in the event that the City of New Westminster fails to meet flood protection requirements

It was moved and seconded

That the staff report titled, “Accelerated Flood Protection Program Update”, dated March 4, 2022, from the Director, Engineering, be received for information.

CARRIED

LAW AND LEGISLATIVE SERVICES DIVISION

4. AMENDMENTS TO THE COUNCIL PROCEDURE BYLAW – REMOTE PUBLIC PARTICIPATION

(File Ref. No. 12-8125-80-14-05) (REDMS No. 6860935)

In response to a query, staff advised of the requirement to notify the public of the amendments to the Council Procedure Bylaw through a newspaper advertisement.

It was moved and seconded

That Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10373, which introduces amendments relating to the requirement for pre-registration for participation by means of electronic or other communication facilities, be introduced and given first, second and third readings.

CARRIED

COUNCILLOR MICHAEL WOLFE

5. FOSSIL FUEL NON-PROLIFERATION TREATY

(File Ref. No.)

The following speakers urged the City of Richmond to endorse a Fossil Fuel Non-Proliferation Treaty to address the climate emergency:

- Naomi Leung, Climate Justice UBC
- Stephanie Sy, Richmond resident
- Averyn Ngan, Richmond resident
- Esther Wang, Richmond resident
- Liam Nicholas, Richmond resident.

Discussion ensued regarding (i) suggestion to request staff to clarify the actions that will be taken under the Fossil Fuel Non-Proliferation Treaty (ii) the effectiveness of municipal governments in protecting the environment, and (iii) concern with the lack of information on the implications of supporting the Fossil Fuel Non-Proliferation Treaty.

It was moved and seconded

That Council endorse the following resolution to support the call for a global fossil fuel non-proliferation treaty:

- (1) That the City of Richmond support the global call for protecting public health and safety from the risks of fossil fuels, and formally endorse the call for a Fossil Fuel Non-Proliferation Treaty; and*
- (2) That the City of Richmond further our impact and write to the BC Minister for the Environmental and Climate Change Strategy, MLAs for Richmond and the Federal Minister for Environment and Climate Change, MPs for Richmond; and*
- (3) That the City of Richmond communicate our endorsement with the Lower Mainland Local Government Association (LMLGA) and the Union of BC Municipalities (UBCM), in anticipation of their own endorsements, respectively and Metro Vancouver; and*
- (4) That staff be directed to report back to Council with an analysis of the Fossil Fuel Non-Proliferation Treaty and the implications to the City of Richmond.*

The question on the motion was not called.

General Purposes Committee
Monday, April 4, 2022

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

It was moved and seconded

That staff be directed to report back to Council with an analysis of the Fossil Fuel Non-Proliferation Treaty and the implications to the City of Richmond.

CARRIED
Opposed: Cllrs. Au
Day
Wolfe
Steves

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:32 p.m.).

CARRIED

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, April 4, 2022.

Mayor Malcolm D. Brodie
Chair

Carol Lee
Recording Secretary



To: General Purposes Committee

Date: March 10, 2022

From: Peter Russell, MCIP RPP
Director, Sustainability and District Energy

File: 10-6600-10-04/2019-Vol 01

Re: City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10112

Staff Recommendation

That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10112, presented in the “City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10112” report dated March 10, 2022, from the Director, Sustainability and District Energy, be introduced and given first, second, and third readings.

Peter Russell, MCIP RPP
Director, Sustainability and District Energy
(604-276-4130)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Development Applications	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
REVIEWED BY SMT	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to recommend expansion of the City Centre District Energy Utility (CCDEU) service area to include a mixed residential, retail, and office development located at 5740, 5760, and 5800 Minoru Boulevard, associated with rezoning application RZ 18-807640.

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.

2.2 Policies and practices support Richmond's sustainability goals.

In February 2018, as directed by LIEC Board and as endorsed by Council, LIEC executed a Memorandum of Understanding (MOU) with Corix Utilities Inc. (Corix) to conduct feasibility analysis to design, build, finance, and operate a district energy utility in Richmond's City Centre area.

While this CCDEU feasibility analysis has been progressing, staff identified the opportunity to secure a customer base for the immediate implementation of GHG emissions reduction through the rezoning and/or OCP amendment application process. To date, 11 development applicants have committed to construct and transfer low carbon energy plants to the City or LIEC at no cost to the City or LIEC through either of these processes, so that LIEC can provide immediate service to these customers. Council adopted the CCDEU Bylaw No. 9895 in September 2018 to secure the commitment from developments. See Attachment 1 for a brief summary of the currently committed spaces under the CCDEU Bylaw along with an overview of the other DEU service areas.

Analysis

A staff report for the rezoning and OCP amendment application for 5740, 5760, and 5800 Minoru Boulevard (RZ 18-807640) was brought forward to Public Hearing on September 20, 2020 where the corresponding Official Community Plan Bylaw 7100, amendment Bylaws 10136 and 10137 and Richmond Zoning Bylaw 8500, Amendment Bylaw 10138 were given second and third reading.

The four-tower, residential, retail, and office development is estimated to include a total floor area of approximately 523,297 ft² consisting of approximately 332,740 ft² residential space, 23,282 ft² retail space, 159,587 ft² office space, and 7,688 ft² indoor community amenity space.

Expanding the CCDEU service area to include a development of this type results in the following direct benefits:

- Immediate reduction of greenhouse gas (GHG) emissions compared to business as usual;
- Expansion of LIEC's customer base under a positive stand-alone business case while the City Centre strategy develops;
- Providing financial and environmental stability to customers; and
- Increasing the community's energy resiliency.

The rezoning considerations for this development include a requirement for a legal agreement that, if the City elects, would require the developer to transfer ownership of the development's centralized low carbon energy plant to the City or LIEC at no cost to the City or LIEC.

LIEC staff conducted a business case analysis for owning and operating this development's energy plant which yielded positive results. Staff used the rate structure applicable for developments under the CCDEU Bylaw service area, which is competitive with the conventional energy costs providing the same level of service.

The LIEC Board of Directors recommends expanding the CCDEU Bylaw service area to include the mixed-use development located at 5740, 5760, and 5800 Minoru Boulevard.

Financial Impact

The centralized energy system will be designed and constructed by developers at their cost. Costs incurred by LIEC for engineering support and operations and maintenance will be funded from LIEC capital and operating budgets. All LIEC costs will be recovered from customers' fees.

Conclusion

Expanding services in the City Centre area to include the mixed residential, retail, and office development proposed at 5740, 5760, and 5800 Minoru Boulevard (RZ 18-807640) will allow for immediate expansion of LIEC's customer base and enhanced opportunities for connectivity to future low-carbon district energy systems in Richmond's City Centre. In addition, the inclusion of the subject development in the City Centre district energy system will increase the community's energy resiliency by taking advantage of the system's ability to utilize different fuel sources and the future fuel switching capability of the technology.



Peter Russell, MCIP RPP
Director, Sustainability and District Energy
(604-276-4130)

PR:cd

Att. 1: District Energy in Richmond

Att. 2: Map of Current and Future District Energy Utility Areas in Richmond

District Energy in Richmond

Richmond's 2041 Official Community Plan (OCP) establishes a target to reduce greenhouse gas (GHG) emissions 33 per cent below 2007 levels by 2020 and 80 per cent by 2050. The OCP also aims to reduce energy use 10 per cent below 2007 levels by 2020. The City identified district energy utilities (DEUs) as a leading strategy to achieve the City's GHG reduction goals.

The City incorporated Lulu Island Energy Company Ltd. (LIEC) in 2013 for the purposes of carrying out the City's district energy initiatives. LIEC owns and operates the Alexandra District Energy (ADEU) and Oval Village District Energy (OVDEU) Utilities and advances new district energy opportunities. Table 1 below provides a summary of the developments connected under the DEU service areas to-date.

Table 1 – District Energy Utility Service Areas

	Buildings To-Date	Residential Units To-Date	Floor Area	
			To-Date	Build-out
Alexandra District Energy Utility	13	2,200	2.3M ft ²	4.4M ft ²
Oval Village District Energy Utility	11	2,541	2.9M ft ²	6.4M ft ²
City Centre District Energy Utility	11 ⁽¹⁾	3,388 ⁽¹⁾	5.0Mft ² ⁽¹⁾	48M ft ²
DEU-Ready Developments ⁽²⁾	17	4,524	5.3M ft ²	N/A
Total Connected Floor Area			5.8M ft² ⁽³⁾	58.8M ft²

(1) Commitments secured from upcoming developments in the City Centre; first connection occurred in January 2022.

(2) DEU-Ready developments are designed to connect to the City Centre district energy system at a future point.

(3) The "To-Date Connected Floor Area" figure corresponds to constructed developments currently served by a DEU.

Alexandra District Energy Utility (ADEU)

ADEU provides heating and cooling services to ten residential buildings in the ADEU service area, the large commercial development at "Central at Garden City", the Richmond Jamatkhana temple and Fire Hall No. 3, comprising over 2,200 residential units and over 2.3 million square feet of floor area. While some electricity is consumed for pumping and equipment operations, most of this energy is currently produced locally from the geo-exchange fields in the greenway corridor and West Cambie Park, and highly efficient air source heat pumps.

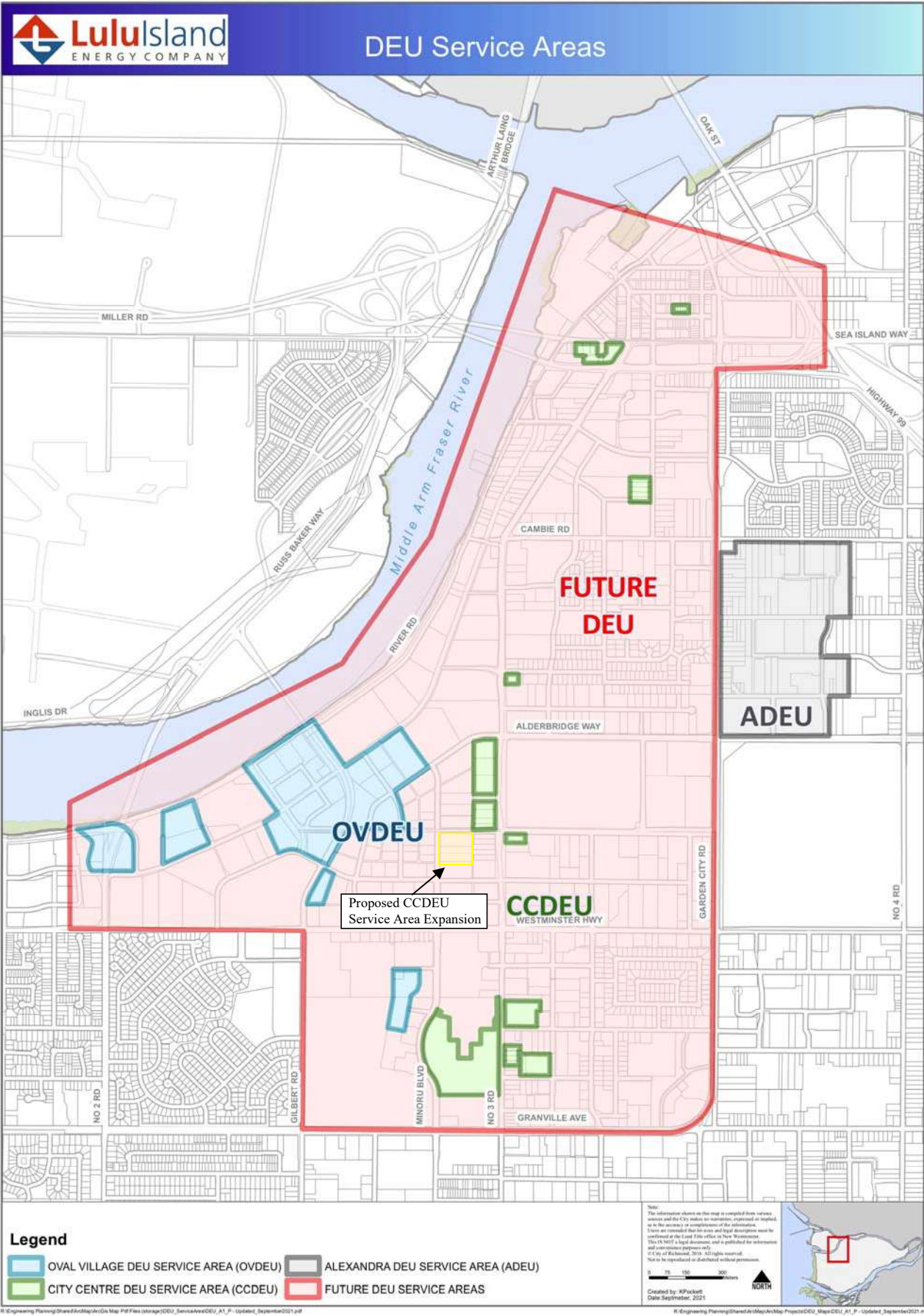
Oval Village District Energy Utility (OVDEU)

OVDEU services 11 buildings in the OVDEU service area, containing 2,541 residential units. Energy is currently supplied from the two interim energy centres with natural gas boilers which combined provide 11 MW of heating capacity. LIEC recently received a \$6.2 million grant from the CleanBC Communities Fund for the design and construction of the sewer heat recovery technology and a permanent energy centre for OVDEU. The project has been initiated; once completed (estimated 2025), the system will be able to produce up to 80% of low-carbon energy from the Gilbert Trunk sanitary force main sewer.

City Centre District Energy Utility (CCDEU)

To date 11 developments, comprising of approximately 5.0 million square feet of residential, commercial, and hotel uses, have committed to construct and transfer low carbon energy plants to the City or LIEC at no cost. LIEC will operate and maintain these energy plants and provide heating and cooling services to these developments. The first development in this service area connected in January 2022, comprising approximately 630,000 ft² and over 550 residential units.

Map of Current and Future District Energy Utility Areas in Richmond



0349211



**City Centre District Energy Utility Bylaw No. 9895
Amendment Bylaw No. 10112**

The Council of the City of Richmond enacts as follows:

1. The **City Centre District Energy Utility Bylaw No. 9895** is further amended:
 - (a) by deleting Schedule A (Boundaries of Service Area) in its entirety and replacing it with a new Schedule A attached as Schedule A to this Amendment Bylaw; and
 - (b) by deleting Schedule E (Energy Generation Plant Designated Properties) in its entirety and replacing it with a new Schedule E attached as Schedule B to this Amendment Bylaw.
2. This Bylaw is cited as “**City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10112**”.

FIRST READING

SECOND READING

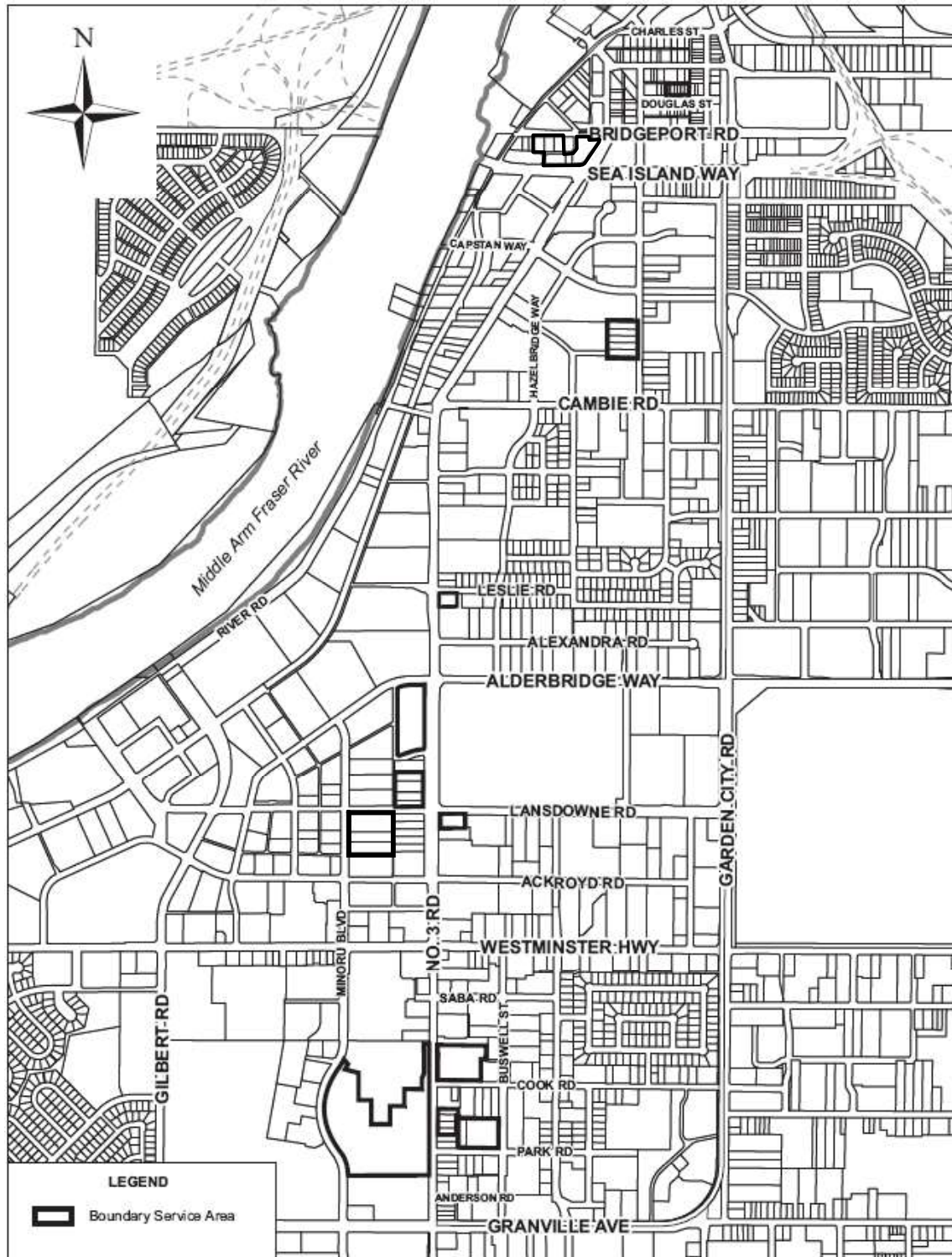
THIRD READING

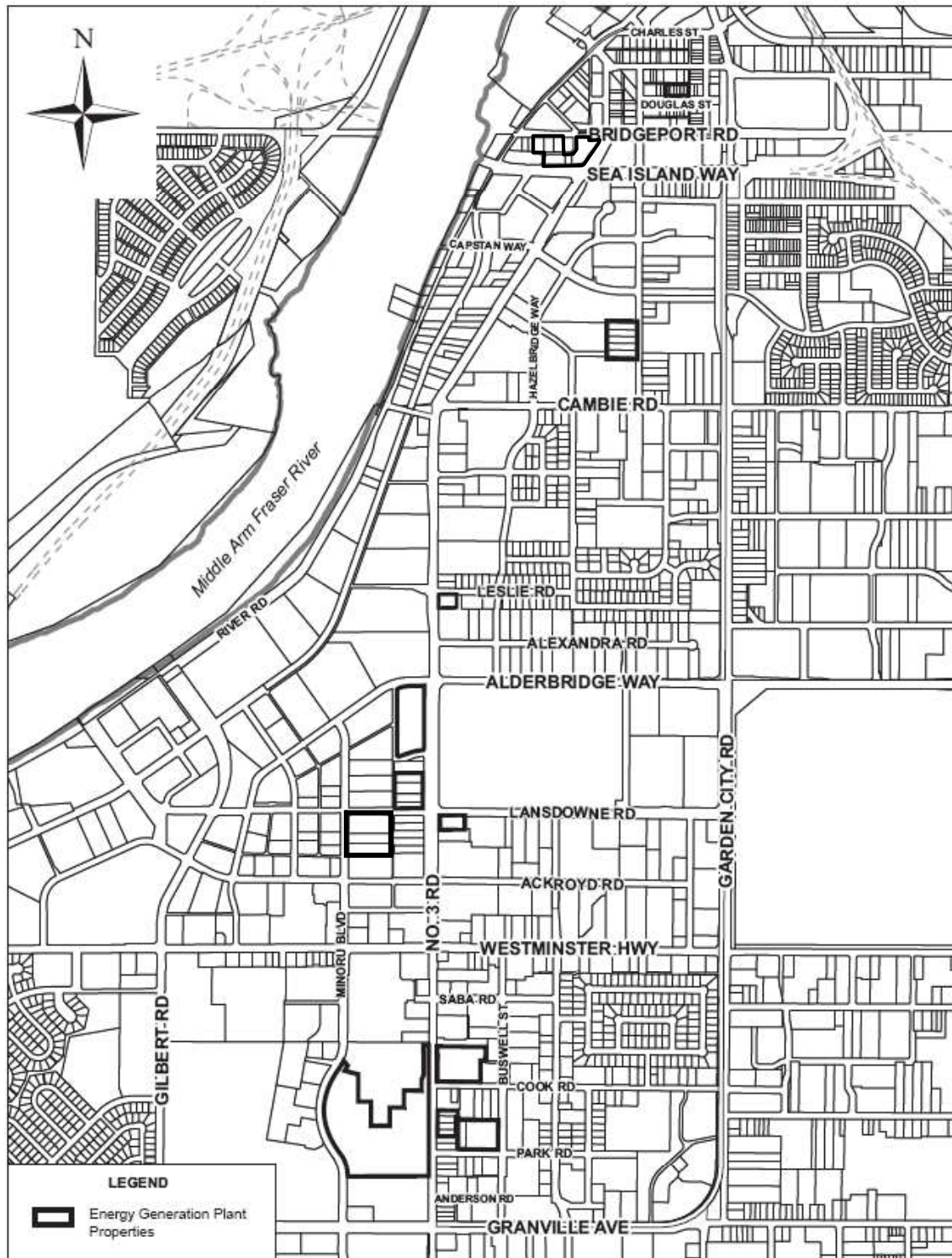
ADOPTED

MAYOR

CORPORATE OFFICER

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

Schedule A to Amendment Bylaw No. 10112***SCHEDULE A to BYLAW NO. 9895******Boundaries of Service Area***

Schedule B to Amendment Bylaw No. 10112***SCHEDULE E to BYLAW NO. 9895******Energy Generation Plant Designated Properties***



City of Richmond

Report to Committee

To:	General Purposes Committee	Date:	March 23, 2022
From:	Cecilia Achiam General Manager, Community Safety	File:	01-0100-30-SCIT1- 01/2022-Vol 01
Re:	Sister City Advisory Committee 2021 Year in Review		

Staff Recommendation

That the staff report titled “Sister City Advisory Committee 2021 Year in Review”, dated March 23, 2022, from the General Manager, Community Safety, be received for information.

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

Att. 2

REPORT CONCURRENCE	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

The City of Richmond's Sister City Advisory Committee (SCAC) was established on February 11, 1974 (formerly the Sister City Twinning Committee) and fosters mutual understanding and meaningful cultural connections with designated Sister/Friendship cities in the interests of Richmond citizens for their common benefit.

In accordance with the SCAC Terms of Reference, this report updates Council on work completed by the SCAC, in 2021, towards the 2019-2022 Activity Plan (Attachment 1) endorsed by Council on January 14, 2019.

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 role and purpose of the Sister City Advisory Committee (SCAC) is to provide advice to and assist Council with promoting the City's culture and values. The SCAC is also responsible for delivering the Sister City Program and pursuing the City's goal to establish and sustain cultural, educational and sustainable ties with approved Sister/Friendship Cities. Additionally, the SCAC will advise the City of any economic development, international trade and business opportunities presented to the Committee or its subcommittees arising from SCAC activities.

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 formed a Friendship City relationship with Qingdao, China in 2008.

Findings of Fact

Summary of 2021 Year in Review

In 2019, Council approved the Sister City Advisory Committee Four Year Activity Plan (2019-2022) which outlines the SCAC's work plan for that period. The 2021 SCAC Program Activity budget was \$60,000 and the Program Administration budget was \$11,000. The SCAC activities and events during 2021 are outlined in Attachment 2.

Some of the highlights from 2021 include:

- **Pen Pal Program, January** – The City of Richmond and City of Pierrefonds school boards partnered up under the Sister City Program to connect students in grade 1 and 2 as pen pals. The Pen Pal Initiative was well received and 21 students participated in the program.
- **Student Exchange Program, March** – As the pandemic continued into 2021, the Richmond-Wakayama Student Exchange adapted to ensure the continuity of this long-standing program. In the spring of 2021, 90 students from Richmond and Wakayama connected on Zoom and shared presentations about school and life in their communities, played games, and held a question and answer session to learn more about themselves and their schools.
- **3rd Annual Book Club, July** – On July 12, 2021, the SCAC and the Richmond Public Library partnered for the third annual “One Book, Four Cities” book club. This event featured residents from Richmond, Wakayama, Xiamen and Qingdao, who read “In the Skin of a Lion” by Michael Ondaatje. Residents participated in a number of events throughout the summer including an online discussion forum, a Q & A with the author, and a social media book search. This was also the first time Wakayama was involved in this annual event. At the conclusion of the book club, the books were donated to local high schools in Richmond.
- **Wakayama Sister City booklet, September** – In September 2021, the City of Wakayama published a book titled “We are Friends”. The intent of this publication is to introduce Richmond and our sister city relationships to the residents of Wakayama. The publication featured information about Richmond, shared imagery of Richmond to Wakayama residents and highlighted important activities and milestones in the Richmond-Wakayama Relationship.

All planned inbound and outbound travel events were cancelled as a result of the COVID-19 pandemic.

Looking ahead to 2022

Work is well underway for Sister City Program activities in 2022. Highlights for this year, include:

- Continuation of virtual information exchanges:
 - City Staff info exchanges on Sustainability & Climate Action;
 - Active Living info exchange on hockey or baseball; and
 - Virtual Student Exchange with Wakayama.
- Exploring Active Living and Connected Communities activities with other advisory bodies, Cultural Centre, Richmond Public Library, Richmond School Board and Gateway Theatre.
- Celebrating 55th anniversary of Sister City relationship with Pierrefonds with unveiling of Street Banner in March and a Walk Richmond walk in July.
- Street Banner photo contest in Wakayama for 2023/24 City of Richmond Street Banner to recognize the 50th anniversary of Sister City relationship with Wakayama.
- Exploring continuation of partnership with Richmond Public Library (RPL) for the summer reading “One Book, up to FIVE Cities Book Club”.

Financial Impact

None.

Conclusion

The SCAC 2019-2022 Four Year Activity Plan provides a structure to deliver events and activities to further strengthen the existing sister and friendship city relationships. Although the COVID-19 pandemic has caused a disruption to the 2021 SCAC Activity Plan, momentum was not lost. Planned activities have shifted from in-person to virtual and new opportunities have been discovered for 2022 and beyond.



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

MR:mr

- Att. 1: SCAC 4 Year Activity Plan (2019-2022)
2: SCAC Year in Review (2021)



Sister City Advisory Committee

Four Year Activity Plan Proposal 2019 - 2022

2018 Sister City Advisory Committee Members:

Chair

Lisa MacNeil

Vice-Chairs

Ed Gavsie
Glenn Kishi
Helen Quan
Eden Jiang Zhang
Melissa Zhang

Members

Allen Chan
Charan Gill
Ihsan Malik

Kim Ng
Razzak Paracha

School Board

Donna Sargent

Sister City Advisory Committee

Mandate: to provide advice to and assist the City in the promotion of the City's culture and values, delivery of the Sister City Program and the pursuit of the City's specific goal to establish and sustain cultural and educational ties with approved Sister/Friendship Cities.



Wakayama 45th Anniversary
Tree Planting Ceremony

2017 – 2018 Achievements

- ✓ Hosted delegations from Japan & Taiwan
- ✓ Celebrated sister city relationship milestones
 - Wakayama, Japan – 45 years (2018)
 - Qingdao, China – 10 years (2018)
 - Xiamen, China – 5 years (2017)
- ✓ 66 Richmond high school students participated in school exchange with students from Wakayama, Japan
- ✓ Supported Steveston Judo Club members (15) to travel to Wakayama
- ✓ Participated in 2018 Canada Day Parade with entry of more than 100+ participants
- ✓ Shared Canada 150 greetings with Sister & Friendship Cities
- ✓ Researched potential friendship cities for future consideration



2018 Canada Day Parade

2019 – 2022 Activity Goals

- ✓ Celebrate harmonious relationship with Pierrefonds
- ✓ Build on current relationships with sister/friendship cities
- ✓ Increase # of school visits
- ✓ Explore non-visit activities and showcase innovative programs around the city
- ✓ Consider activities for ALL age groups
- ✓ Begin path towards twinning with a Friendship city

Sister City

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

Friendship City

less formal relationship than
sister city

Definition



3 sister cities


Pierrefonds, Quebec | Wakayama, Japan | Xiamen, China

1 friendship city

Qingdao, China

Activity Summary

	2019	2020	2021	2022
Annual Base Program Activities (Visit)				
Education	Wakayama	Wakayama	Wakayama	Wakayama
		Pierrefonds (Pilot)	Pierrefonds	Pierrefonds
Sports	Steveston Judo Club	Xiamen Youth Rugby	Steveston Kendo Club	Hockey Tournament
	Table Tennis	Steveston Kendo Club	Table Tennis	

 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 Annual Summary	x	x	x	x
Canada Day Parade	x	x	x	x
Art/Culture & Education	x	x	x	x

Relationship Activities				
Annual City-to-City Recognition	x	x	x	x
Anniversary Milestones				Pierrefonds (55 years) Xiamen (10 years)
City Council/Delegation Visits	to be scheduled			
Activity Plan Relationship Review				x

Future Twinings				
Explore new Sister City Relationship	x	GP ^x - 25		

Budget Summary

	2019	2020	2021	2022
Annual Base Program Activities				
Education	\$12,000	\$22,000	\$22,000	\$22,000
Sports	\$22,500	\$20,000	\$25,000	\$10,000
Art/Culture	\$19,000	\$20,000	\$17,000	\$12,000
Canada Day Parade	\$2,500	\$2,500	\$2,500	\$2,500

Relationship Activities				
Annual City-to-City Recognition	\$1,200	\$1,200	\$1,200	\$1,200
Anniversary Milestones				\$750
City Council/Delegation Visits				

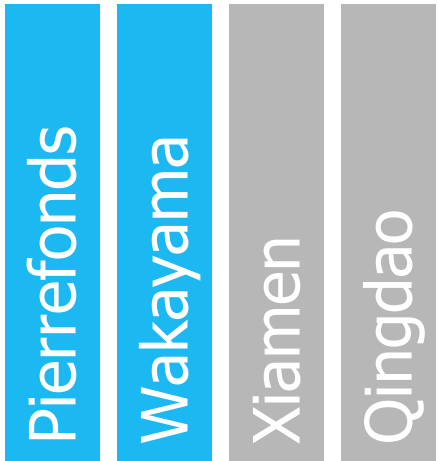
Administration				
Administration Costs	\$11,000	\$11,000	\$11,000	\$11,000

SUBTOTAL (year total)	\$68,200	\$76,700	\$78,700	\$59,450
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GRAND TOTAL	\$283,050			
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Education

Student Exchanges



inbound & outbound

- ✓ Student exchanges include opportunities to inbound/outbound to sister/friendship cities
 - Continue annual exchanges with Wakayama, Japan
 - Explore school exchanges to Montreal (Pierrefonds) & China (Qingdao & Xiamen)
 - 2018/2019 school year: no current school exchanges planned to Montreal.
 - Pilot Montreal (Pierrefonds) visit in 2019/2020 school year

Budget Breakdown:

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

Education

NEW! Non-visit Activities

Pierrefonds
Wakayama
Xiamen
Qingdao

up to
1 activity annually

- ✓ Non-visit activities to engage students & teachers
 - Pilot sharing of lesson plans with educator in sister city
 - 2019: Art lesson plans targeting elementary school aged children

Budget Breakdown:

- **\$2,000** per activity – cover costs of supplies and shipping costs

Sports

Sport Exchanges

Pierrefonds

Wakayama

Xiamen

Qingdao

up to
2 activities annually
inbound & outbound

- ✓ Sport exchanges open to ALL age groups
- ✓ Competitions or Skills Clinics
- ✓ Inbound activities:
 - February 2019: Steveston Judo Club - Qingdao
 - 2019 & 2021: Table Tennis Tournament
 - 2021: Steveston Kendo Club - Wakayama
 - 2022: Richmond Hockey Tournament
- ✓ Outbound activities:
 - July/August 2020: Xiamen Youth Rugby
 - 2020: Steveston Kendo Club

Budget Breakdown:

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

Art & Culture

NEW! Art Exchanges

Pierrefonds

Wakayama

Xiamen

Qingdao

up to
1 activity biannually
inbound

- ✓ Art show exchanging a collection of works by local artists from sister/friendship city
 - 3 - 30 pieces of art shown at City Hall
 - Art could be:
 - Traditional
 - Modern
 - Visual
 - Photography

Budget Breakdown:

- Shipping
- Opening Night activities for larger show including art show program, appetizers & drinks

Art & Culture

NEW! 3D Lithophanes Photo Show

Pierrefonds

Wakayama

Xiamen

Qingdao

pilot in 2020

- ✓ Photographers from Richmond & Sister Cities to share landscape pictures of their community. All photos will be gathered to create a photo show. Photo show will visit each community participating.
- ✓ 2019 show to feature high school students from local photography classes & include senior photo club
- ✓ 3D Lithophanes Photo Show to have a gallery opening night
- ✓ Credit to Richmond Public Library for recommendation to print photos as 3D Lithophanes

3D Lithophanes -

<https://www.instructables.com/id/Lithophanes-How-to-3D-Print-your-photos/>

GP - 31

Budget Breakdown:

- Funds to cover printing, in case sister cities do not have access to 3D printers
- Shipping costs
- Light panels (TBC)
- Opening Night function

Art & Culture

NEW! Richmond Public Library - Book Club

Pierrefonds

Wakayama

Xiamen

Qingdao

**1 book club program
yearly**
inbound & outbound

Launch various programs to coordinate sharing of information with sister city libraries. The activity plan would be to continue or expand on successful activities:

- ✓ 1 Book, up to 4 Cities book club (annually) with various audiences:
 - Adults
 - Seniors
 - Youth
- ✓ Bookmarks to be exchanged with sister city libraries to commemorate milestone anniversary celebrations in 2022
 - local artists to design OR leverage city street banner artwork

Budget Breakdown:

- Sister Cities to participate in Richmond Public Library book club program
- Bookmarks: printing & distribution

Art & Culture

NEW! Richmond Public Library - Assets

Pierrefonds

Wakayama

Xiamen

Qingdao

2019 exchange
inbound

- ✓ Sister City Libraries to coordinate exchange of assets
(ex. recordings from Xiamen Public Library)
 - explore opportunities with other Sister/Friendship Cities

Budget Breakdown:

- costs involved to bring assets into Richmond Public Library

Milestone Celebrations

Occurring in 2022

Pierrefonds

Wakayama

Xiamen

Qingdao

**2 milestone
celebrations**

- ✓ Two major milestones will be celebrated in 2022
 - Pierrefonds: 55 year anniversary - plaque
 - Xiamen: 10 year anniversary - congratulatory note from Mayor

Budget Breakdown:

- Pierrefonds: **\$750**

Canada Day Parade

Participation in Steveston Salmon Festival

- ✓ Sister City Advisory Committee members participate in Steveston Salmon Festival Canada Day parade

Budget Breakdown:

- T-shirts for parade participants
- Parade entry decorations
- Handouts to parade attendees

Pierrefonds

Wakayama

Xiamen

Qingdao

Administration

Operational & Relationship Activities

Pierrefonds

Wakayama

Xiamen

Qingdao

- ✓ Annual administrative costs
- ✓ Annual City to City gift - \$300/city
- ✓ Letters between Mayors - annual "state of the city" letter
- ✓ Exchanges of City Annual Reports

Budget Breakdown:

- **\$11,000** annually administrative costs
- **\$1,200** annually for city to city gifts

City of Richmond

Sister City Advisory Committee 2021 Year in Review

2021 Summary:

The Sister City Advisory Committee (SCAC) manages the relationships with three Sister Cities: Pierrefonds, Quebec (since 1967), Wakayama, Japan (since 1973), and Xiamen, China (since 2012); as well as one Friendship City: Qingdao, China (since 2008).

Information from various SCAC activities and events are outlined in the following pages and can be found on the City's website at www.richmond.ca/sistercity.

2021 Committee Members:

Chair

Lisa MacNeil

Vice Chair, Pierrefonds

Allen Chan

Vice-Chair, Wakayama

Glenn Kishi

Vice-Chair, Xiamen

Helen Quan

Vice-Chair, Qingdao

Melissa Zhang

Members

Charan Gill

Joan Page

Karen Shigeno

Nicholas Sturtevant

Polly Tang

Sue Tian

Jenny Zhang

Victor Zhuo

Council Liaison

Councillor Linda McPhail (January to June)

Councillor Andy Hobbs (July to December)

School Board Liaison

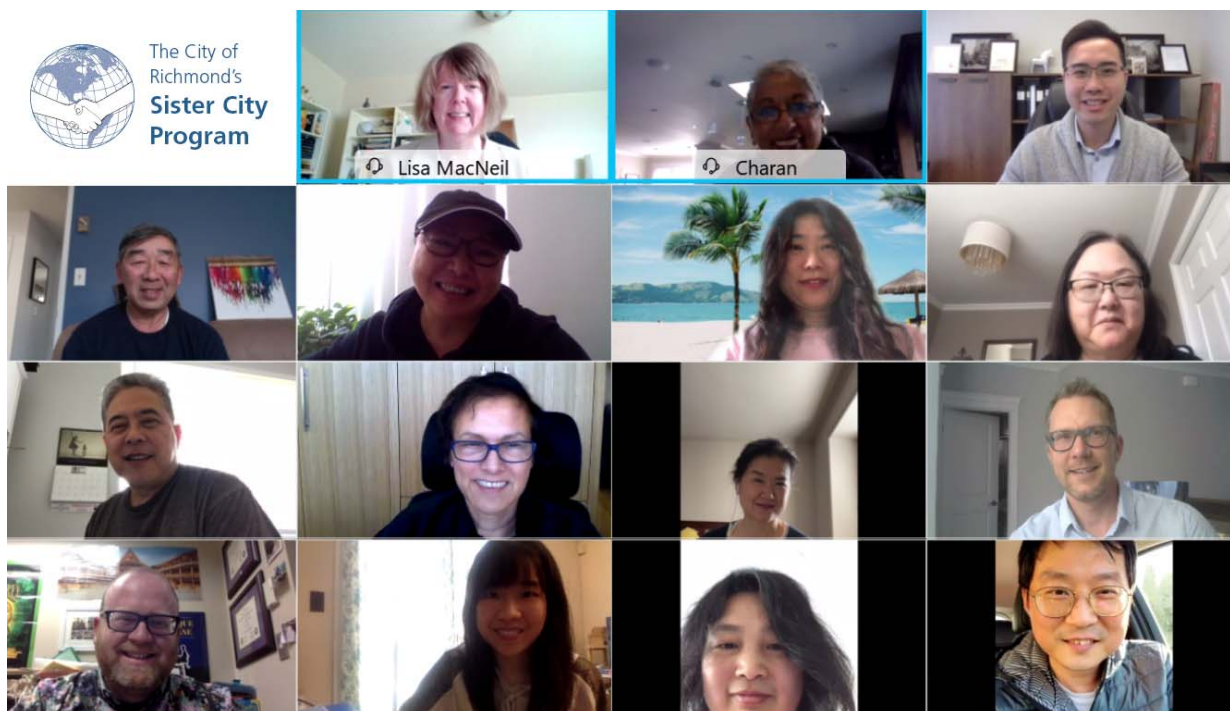
Ken Hamaguchi

Heather Larson (Alternate)

2021 Sister City Relationship Highlights

January

- Newly appointed SCAC members were introduced at the first meeting in January.
- The SCAC elected the Chair and Vice-Chairs for Pierrefonds, Wakayama, Xiamen, and Qingdao sub-committees and selected members to the following sub-committees:
 - Pierrefonds Sub-Committee;
 - Wakayama Sub-Committee;
 - Xiamen Sub-Committee; and
 - Qingdao Sub-Committee.



Left to Right: Lisa MacNeil (Chair), Charan Gill, Allen Chan, Glenn Kishi, Helen Quan, Jenny Zhang, Karen Shigeno, Ken Hamaguchi (School Board Liaison), Linda McPhail (Council Liaison), Melissa Zhang, Mike Romas (City Staff Liaison), Nicholas Sturtevant, Polly Tang, Sue Tian, Victor Zhuo

February

- The City of Richmond sent Chinese New Year greetings to Xiamen and Qingdao.



Chinese New Year Greeting to Xiamen and Qingdao

- In February 2021, the City of Pierrefonds reached out with an invitation for a book club called “Black Girls Gather”. This book club was created by black youth for black youth by the West Island Black Community Association, with support of the Library in Pierrefonds. While the SCAC was not successful connecting this group with a similar group in Richmond, this program exemplifies what the Sister City Program is about, making connections and finding organizations to support meaningful connection between Richmond and its relationships. You can learn more about this program here: <https://blackgirlsgather.wibca.org/>



Black Girls Gather Book Club

- The City of Richmond and City of Pierrefonds school boards partnered up under the Sister City Program to connect students in grade 1 and 2 as pen pals. The Pen Pal Initiative was well received and 21 students participated in the program.



Student Pen Pal Exchange – Mitchell Elementary School

- In early 2021, the Committee began planning and preparing for Richmond’s relationship milestone anniversaries with Xiamen, China (10 years) and Pierrefonds, Quebec (55 years), which will be celebrated in 2022.

March

- As the pandemic continued into 2021, the Richmond-Wakayama Student Exchange adapted to ensure the continuity of this long-standing program. In the spring of 2021, 90 students from Richmond and Wakayama connected on Zoom and shared presentations about school and life in their communities, played games, and held a question and answer session to learn more about themselves and their schools. The schools are looking to expand their Zoom connections in 2022 and hopefully students from Wakayama can travel to Richmond in the autumn.



Virtual Richmond-Wakayama Student Exchange Program *new pictures*

April

- The SCAC partnered with the organizers of the Cherry Blossom Festival and highlighted the historical connection between Richmond and Wakayama as Sister Cities through a blog post and video sent by the City of Wakayama. The full post can be found here:
<https://richmondcherryblossomfest.ca/blog/wakayama-richmonds-sister-city-in-japan/>
- Building on the success of the virtual Richmond-Wakayama student exchange, from April to June in 2021, 60 students from Palmer Secondary, Steveston-London Secondary and Burnett Secondary schools participated in email exchanges with Wakayama City High School. The exchange was held in both English and Japanese, allowing over 120 students to develop their language skills and establish new international friendships.

June

- In June 2021, the SCAC released their second bookmark collection titled “Sharing Children’s Artwork Bookmark Collection”. A total of 45 pieces of artwork were submitted by children in Wakayama, Japan and Qingdao, China. These bookmarks were distributed to local high school libraries, the Richmond Public Library and participatory schools in Wakayama and Qingdao. When possible, the bookmarks will also be used as gifts for delegations and will be distributed at local community events to increase the visibility of Richmond’s Sister City Program.

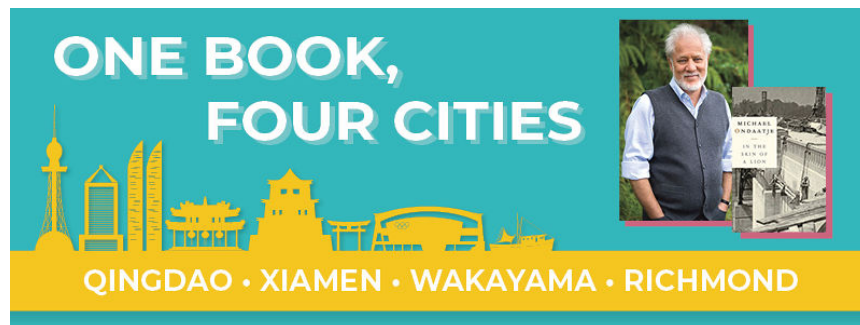


2021 Bookmark Series – Wakayama (left) and Qingdao (right) Student Art

- In June 2021, the SCAC partnered with Richmond and Pierrefonds schools to find participants in a poetry/art Pen Pal exchange, using the black out poetry style, in French for teenage girls. Using pages of an existing text, black out poets isolate then piece together single words or short phrases to create lyrical masterpieces. Overall, there were approximately 40 participants in this art exchange program from Pierrefonds and Richmond.
- In June 2021, following feedback from the public, the SCAC began a full redesign of the www.richmond/sistercity webpage to provide consistency in information on each city and to accurately reflect the impact of Sister City Program and Richmond’s established Sister City relationships to the community. The redesigned webpage will be debuted in 2022.
- In June 2021, the SCAC had conversations with Pierrefonds and Qingdao on how to bring together hockey coaches in a virtual “Coaches Corner”. Children’s hockey clubs have expressed an interest in sharing ice hockey tips through online videos or reading/watching recommendations. Due to local pandemic guidelines, Richmond Hockey Club was unable to action this initiative.

July

- On July 12, 2021, the SCAC and the Richmond Public Library partnered for the third annual “One Book, Four Cities” book club. This event featured residents from Richmond, Wakayama, Xiamen and Qingdao, who read “In the Skin of a Lion” by Michael Ondaatje. Residents participated in a number of events throughout the summer including an online discussion forum, a Q & A with the author, and a social media book search. This was also the first time Wakayama was involved in this annual event. At the conclusion of the book club, the books were donated to local high schools in Richmond.



One Book, Four Cities Book Club Author Chat with Michael Ondaatje Web Banner

- Throughout the duration of the “One Book, Four Cities” book club the Richmond Public Library hosted a Book Club Search. Residents in Richmond were provided clues on social media and the first to find the hidden book received a copy of “In the Skin of a Lion” by Michael Ondaatje. Two of the six clues highlighted Richmond’s sister city relationships with Pierrefonds and Wakayama.



Steveston Post Office Cherry Blossoms and Minoru Chapel Pierrefonds Garden

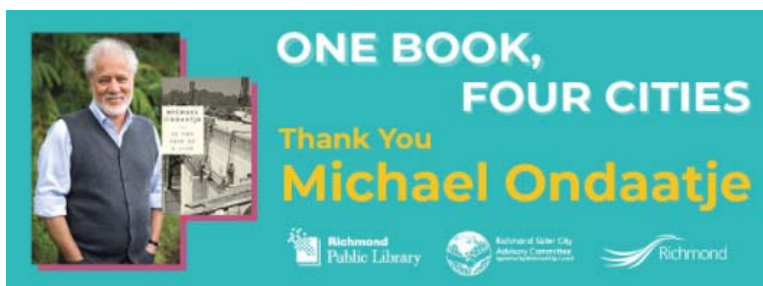
- On July 16, 2021, anniversary milestone for the Richmond-Wakayama relationship was featured on the City's social media pages. This highlights the sustained efforts made by the SCAC to increase the program's visibility and reach to the residents of Richmond.



Social Media Post on the City's Twitter account

August

- On August 19, 2021, Michael Ondaatje, author of "In the Skin of a Lion", participated in a Zoom event to facilitate a discussion with book club readers from around the world. This event was hosted by the Richmond Public Library, and featured participants in Wakayama, Japan and Qingdao and Xiamen, China.



Michael Ondaatje's virtual author chat for "In the Skin of a Lion"

- As part of Council's direction to include sustainability and climate knowledge exchanges into the Sister City Program, staff initiated a pilot information exchange with the City of Pierrefonds and shared Richmond's Climate Action Plan as part of this program.

September

- In September 2021, the City of Wakayama published a book titled “We are Friends”. The intent of this publication is to introduce Richmond and our sister city relationships to the residents of Wakayama. The publication featured information about Richmond, shared imagery of Richmond to Wakayama residents and highlighted important activities and milestones in the Richmond-Wakayama Relationship.



Publication cover of “We are Friends”

- Running from September 8 to October 30, 2021, the City of Xiamen launched a photo exhibition titled “Travel Photography”. The Exhibition displayed 200 photos from 25 foreign cities to showcase how people unite against COVID-19 and work to restore normality in life. The display was located at the Xiamen Museum; Xiamen Library; and Children’s Palace and featured photos from the Richmond community.



Xiamen Sister City Photo Exhibition 2021

October

- In partnership with the Richmond School Board, the SCAC initiated the 2021-2022 school year pen pal program. Throughout the COVID-19 Pandemic, virtual activities such as pen pal relationships became a popular way of interacting with youth in Richmond's Sister City relationships. Schools in Wakayama and Pierrefonds have been connected with schools in Richmond. To help promote the Sister City program in schools, the Committee created a postcard, which shares images of iconic Richmond scenery.
- The SCAC met with French immersion program school administrators to promote Sister City Program and opportunities to collaborate with schools in Pierrefonds.

November

- On November 4, 2021, the City of Richmond and the City of Wakayama met virtually to sign a Memorandum of Understanding (MOU). This MOU highlights the Sister City commitment to actively promote education, cultural, artistic, tourism and economic exchange between both cities.



Virtual Memorandum of Understanding Signing Ceremony – November 4, 2021

Richmond Participants

Mayor Malcolm Brodie
Councillor Chak Au
Councillor Andy Hobbs
Councilor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor. Michael Wolfe
Ms. Cecilia Achaim
Mr. Mike Romas
Ms. Lisa MacNeil
Mr. Glenn Kishi
Mr. Jerold Takayoshi Miyauchi

Wakayama Participants

Mayor Masahiro Obana
Councillor Maszumi Yoshimoto
Dr. Nobutada Iwahashi
Mr. Kouzou Shima
Mr. Yoshiko Kitagawa
Mr. Sakuji Togano
Mr. Hideaki Sogou
Mr. Shigo Miyata
Ms. Mayumi Iwasaki
Mr. Takaki Inagaki
Ms. Shirley Zhang

- On November 5, 2021, the members of the SCAC participated on a virtual information exchange with sister city representatives around the globe. As a result of this meeting, sister city representatives have agreed to meet regularly to share best practices and activity ideas that show the value of a sister city relationship in our communities.
- On November 24, 2021, SCAC members met virtually with Wakayama's Sister City Affiliation Committee to discuss the implementation of the newly signed MOU document and to prepare for the Richmond-Wakayama 50th milestone anniversary celebration in 2023.

December

- In December 2021, the Committee received a request from Xiamen to participate in the Xiamen International Youth Friendship Concert, which celebrates friendship and the dreams shared among children with international cities around the world. The Richmond Youth Honour Choir participated in the televised program and sang their original song "The Heart of Beautiful BC". The full video can be found here: <https://www.youtube.com/watch?v=XaBTIIJKf2A>



Richmond Youth Honour Choir singing the Heart of Beautiful BC

- The SCAC had its final meeting where members scored each of the Sister/Friendship cities participation over the past year. All cities achieved a highly engaged score on the Sister City Program's annual relationship scorecard.

2021 Activities Planned

Due to the restrictions imposed from the COVID-19 pandemic, many activities that were planned in the Sister City Advisory Committee's 4-year Activity Plan were unable to proceed. The table below outlines the activities that were planned (P) and those activities that occurred (Y) in 2021.

Table 1: 2021 Activity Plan Outcomes

Pierrefonds Wakayama Xiamen Qingdao				
Visits				
Wakayama Student Exchange - virtual		Y		
Steveston Kendo Club		P		
Community Engagement				
Cherry Blossom Festival		Y		
Canada Day Parade	P	P	P	P
WorldFest	P	P	P	P
One Book, Five Cities Book Club	P	Y	Y	Y
City to City Requests				
Xiamen COVID 19 Photo Exhibition			Y	
Activities				
Pierrefonds - 2020/21 school year pen pals	Y			
Pierrefonds - class to class video conference	Y			
Info Sharing - sustainability	Y			
RSB School Activities	P	P	P	P
Exploring Active Living and Connected Communities activities with other advisory bodies, Richmond Public Library	P	P	P	P
Pierrefonds - Black Girls Gather Book Club	Y			
Pierrefonds - Seniors Apartments Greetings	P			
Pierrefonds - Blackout Poetry Mail Art	Y			
Pierrefonds - Street Banner Contest	Y			
Wakayama - MOU Signing		Y		
Wakayama - Zoom Conference		Y		
Xiamen - Sister City Zoom Conference			Y	
Pierrefonds - Zoom Conference	Y			
Xiamen - Children's Choir			Y	