



## General Purposes Committee

Anderson Room, City Hall  
6911 No. 3 Road

Monday, May 4, 2015  
4:00 p.m.

Pg. #      ITEM

### MINUTES

**GP-4**      *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on Monday, April 20, 2015.*



### CHIEF ADMINISTRATOR'S OFFICE

1. **VISITING DELEGATION, STUDY TOUR AND CITY HALL TOUR POLICY - ONE YEAR REVIEW**  
(File Ref. No. 01-0450-00; 12-8060-20-009068) (REDMS No. 4529679 v. 2)

**GP-8**

**See Page GP-8 for full report**

*Designated Speaker: Amarjeet Rattan*

### STAFF RECOMMENDATION

*That the staff report titled Visiting Delegation, Study Tour and City Hall Tour Policy - One Year Review, dated April 2, 2015, from the Director, Intergovernmental Relations and Protocol Unit, be received for information.*



2. **PROPOSED REVISED PROVINCIAL ELECTORAL BOUNDARIES**  
(File Ref. No. 01-0150-03) (REDMS No. 4560643)

GP-17

See Page GP-17 for full report

*Designated Speaker: Amarjeet Rattan*

STAFF RECOMMENDATION

*That the staff report titled Proposed Revised Provincial Electoral Boundaries, dated April 21, 2015, from the Director, Intergovernmental Relations and Protocol Unit, be received for information.*



ENGINEERING AND PUBLIC WORKS DIVISION

3. **CLIMATE ACTION REVENUE INCENTIVE PROGRAM (CARIP) & CARBON NEUTRAL OPERATIONS UPDATE**  
(File Ref. No. 10-6000-01) (REDMS No. 4552758 v. 6)

GP-29

See Page GP-29 for full report

*Designated Speaker: Levi Higgs*

STAFF RECOMMENDATION

- (1) *That the staff report titled Climate Action Revenue Incentive Program (CARIP) & Carbon Neutral Operations Update, dated April 20, 2015, from the Director, Engineering, be forwarded to the Advisory Committee on the Environment for comment; and*
- (2) *That staff report back with a long term strategy for maintaining corporate carbon neutral operations.*



COMMUNITY SERVICES DIVISION

4. **MINORU COMPLEX PUBLIC REALM AND BUILDING UPDATE**  
(File Ref. No. 06-2052-55-01) (REDMS No. 4560059 v. 6)

GP-63

See Page GP-63 for full report

*Designated Speaker: Serena Lusk & Jim Young*

STAFF RECOMMENDATION

*That the staff report titled Minoru Complex Public Realm and Building Update, dated April 10, 2015, from the Senior Manager, Project Development, and Senior Manager, Recreation and Sport Services, providing additional information on the following topics related to the Minoru Complex:*

- (1) the proposed trees on the east side of the Minoru Complex;*
- (2) the placement of the multipurpose room and how to optimize it;*
- (3) the proposed seating plans in the vicinity of the Minoru Complex;  
and*
- (4) the proposed plans and configurations for the parking and bike path  
along Granville Avenue;*

*be received for information.*

☐

ADJOURNMENT

☐



## General Purposes Committee

Date: Monday, April 20, 2015

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Derek Dang  
Councillor Carol Day  
Councillor Ken Johnston  
Councillor Alexa Loo  
Councillor Linda McPhail  
Councillor Harold Steves

Absent: Councillor Chak Au  
Councillor Bill McNulty

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 Tuesday, April 7, 2015, be adopted as circulated.*

**CARRIED**

## DELEGATION

1. With the aid of a PowerPoint presentation, Zoran Knezevic, President and CEO, Port Alberni Port Authority, accompanied by Dave McCormick, Director of Public Relations and Business Development, Port Alberni Port Authority and Ron Crema, Chair of the Port Alberni Port Authority Board, presented on the Port Alberni Trans-shipment Hub project.



## General Purposes Committee

Monday, April 20, 2015

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Mr. Knezevic spoke on the current container shipping flow and stated that the Port Alberni Trans-shipment Hub (PATH) is anticipated to receive container ships directly from Asia, offload cargo, which is then sorted and delivered to the end user by barge to the closest and most efficient point for the final leg of the trip.

Mr. McCormick highlighted that a third party environmental assessment indicates that the PATH would result in environmental benefits by decreasing the number of kilometres travelled by container transport trucks, thereby reducing greenhouse gas emissions; also, it would protect Agricultural Land Reserve (ALR) land from future development for warehouse and industrial uses as existing paved areas, such as large parking lots, would be utilized for distribution. In addition, the PATH would alleviate traffic congestions on routes utilized by container transport trucks.

Mr. McCormick stated that the Port Alberni Port Authority is seeking Council's support for the PATH in an effort to catalyze the project.

In reply to queries from Committee, Mr. Knezevic described the typical operations of the PATH, noting that it would funnel containers to and from deepsea vessels to warehouses and other facilities up the Fraser River and even as far as Tacoma and Seattle, Washington. Also, Mr. McCormick stated that the PATH model reduces the risk of accidents as it cuts down on the number of kilometres travelled by container transport trucks.

Mr. Knezevic spoke on the PATH Feasibility Study, noting the Port Alberni Port Authority is seeking investors and partners to fund the \$1.7 billion project, and commented on the importance of political support to launch the project. Also, he stated that the project is anticipated to increase Canada's GDP by \$21.3 billion.

Mr. Knezevic stated that the Port Alberni Port Authority is parallel to Port Metro Vancouver with the exception of the volume of goods they each move. Also, he commented on discussions with Port Metro Vancouver in regards to the PATH, noting that the project presents an opportunity for various organizations to work together.

With regard to the Port Alberni Port Authority Board, Mr. Crema stated that of the seven Directors, one is appointed by each the federal, provincial, and local government, with the remainder shortlisted by a nominating committee for submission to the Minister of Transport Canada.

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

It was moved and seconded

***That the Port Alberni Trans-shipment Hub project be referred to staff for analysis and report back.***

**CARRIED**

## **FINANCE AND CORPORATE SERVICES DIVISION**

**2. RICHMOND BUSINESS DEVELOPMENT PROGRAM – 2014 RESULTS**

(File Ref. No.) (REDMS No. 4525733)

Neonila Lilova, Manager, Economic Development, provided background information and highlighted that as a result of the City's Business Development Program, fDI Magazine, for the third consecutive year, has ranked Richmond as a top 10 small city in the Americas.

In reply to queries from Committee, Ms. Lilova and Katie Ferland, Business Development Liaison, provided the following information:

- the Economic Development Office has partnered with TravelSmart to launch a new initiative aimed at exploring alternative transportation solutions to remote business parks;
- although the business outreach campaign targets large businesses, staff are pleased to work with any Richmond business; and
- costs associated with implementation of the Richmond Business Development Program are included in the existing economic development departmental budget.

It was moved and seconded

*That the staff report titled Richmond Business Development Program – 2014 Results, dated April 2, 2015, from the Director, Administration and Compliance, presenting the analysis and outcomes from Richmond's ongoing annual business retention, expansion and attraction program for 2014 be received for information.*

**CARRIED**

## **LAW & COMMUNITY SAFETY DIVISION**

**3. SOIL MANAGEMENT IN THE AGRICULTURAL LAND RESERVE**

(File Ref. No. 12-8060-01) (REDMS No. 4118531 v. 17)

In reply to queries from Committee, Ed Warzel, Manager, Community Bylaws, advised that staff anticipate that the proposed bylaw amendments will result in greater compliance with regard to soil management in the ALR. Also, he noted that staff work with an Agrologist on complex soil investigations.

Mr. Warzel spoke to the adjudication process, noting that the process is voluntary; when one enters the adjudication process, there is agreement that the adjudicator's ruling is final; an appeal to such ruling would be heard by the Supreme Court of Canada.

3.

## General Purposes Committee

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It was moved and seconded

*That the staff report titled Soil Management in the Agricultural Land Reserve, dated April 16, 2015, from the General Manager, Law and Community Safety, and the proposed Soil Removal and Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 9002 and Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9003 be provided to the Agricultural Advisory Committee for comment.*

**CARRIED**

### COMMUNITY SERVICES DIVISION

4. **NAME SELECTION FOR THE CITY'S NEW MULTICULTURAL FESTIVAL**

(File Ref. No. 11-7400-01) (REDMS No. 4553283)

It was moved and seconded

*That the name, Richmond World Festival, be approved as the name for the new City multicultural festival scheduled for September 5, 2015 at Minoru Park.*

**CARRIED**

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:41 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 20, 2015.

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Mayor Malcolm D. Brodie  
Chair

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Hanieh Berg  
Committee Clerk



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
**Date:** April 2, 2015  
**File:** 12-8060-20-009068/Vol 01  
**Re:** Visiting Delegation, Study Tour and City Hall Tour Policy - One Year Review

### Staff Recommendation

That the staff report titled, "Visiting Delegation, Study Tour and City Hall Tour Policy - One Year Review", dated April 2, 2015, from the Director, Intergovernmental Relations and Protocol Unit be received for information.

Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
(604-247-4686)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Customer Service	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

On January 27, 2014, the City Council adopted a *Visiting Delegation, Study Tour and City Hall Tour Requests Policy*. At that time, Council directed that this policy and related bylaws be reviewed in one year.

This staff report is in response to this referral.

### **Analysis**

The *Visiting Delegation, Study Tour and City Hall Tour Requests Policy* (Attachment 1) was developed to facilitate the review and approval of external requests for the City to host visiting delegations, organize study tours and conduct City Hall tours. As organizing and conducting these activities require City resources, the consolidated fees Bylaw No. 8636, Amendment and Bylaw No. 9067 was designed to allow for cost recovery for activities, which are arranged for tour operators and other 'for-profit' organizations.

#### Visiting Delegations

Visiting delegations may be comprised of elected and non-elected government officials, clients of 'for-profit' organizations, members of 'not-for-profit' organizations and/or Sister/Friendship City delegations.

#### Study Tours

A study tour takes place when an external organization visits employees or facilities at the City of Richmond to obtain information, learn about "best practices" and/or learn about delivering specific municipal services. Study tours can range from a one hour meeting to a full one day program.

#### City Hall Tours

City Hall tours include a presentation, in Council Chambers, on local government operations and services as well as a walking tour of the public areas of City Hall.

### **One Year Review**

The purpose of the *Visiting Delegation, Study Tour and City Hall Tour Requests Policy* was not to expand this program but rather to manage these requests more efficiently and to allow for some cost recovery of staff and facility expenses associated with providing these services.

The policy required that requests for the City to host Visiting Delegations and conduct Study Tours or City Hall tours, submitted by 'for profit' organizations, be charged a fee of:

City Hall Tours - \$250, plus room rental fee

#### Visiting Delegation and Study Tours

- a) Up to 2 hours - \$250, plus room rental fee
- b) 2 to 4 hours - \$500, plus room rental fee
- c) Over 4 hours - \$1,000, plus room rental fee

There is no fee for requests made directly by non-profit organizations, such as public school groups, government bodies and Sister or Friendship City organizations, or where the City initiates the Visiting Delegation, Study Tour or City Hall Tour.

An information page was also created on the City website to assist organizations and individuals wanting to submit requests for these services. (Attachment 2)

An overview of the number and types of requests received in 2014, and the two previous years, is provided in Attachment 3. While there was a small increase in the overall number of requests since the policy was implemented, the policy facilitated the review and management of these requests in a more efficient manner.

#### Financial Impact

None.

#### Conclusion

The *Visiting Delegation, Study Tour and City Hall Tour Requests Policy* was implemented by the City in 2014. A review of this policy, one year after its implementation, indicates that there is no reduction in the number of requests and that the policy is helping to manage various requests.



Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
(604-247-4686)  
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- Att. 1: *Visiting Delegation, Study Tour and City Hall Tour Requests Policy*  
2: Online Request page  
3: Requests information



City of  
Richmond

## Policy Manual

Page 1 of 2	Adopted by Council: January 13, 2014	Policy 1402
File Ref: 0450-00	Visiting Delegation, Study Tours and City Hall Tour Requests	

### Policy 1402:

The purpose of this policy is to establish parameters for the approval of a request for the City to host a Visiting Delegation, a Study Tour or a City Hall Tour.

#### It is Council Policy that:

One or more of the following criteria must be met before a Visiting Delegation or Study Tour request can be considered:

1. The request must provide value to the City, including an opportunity to enhance its profile and unique position on a municipal, regional, provincial, national or international basis.
2. The request will facilitate the exchange of information in recognition of Richmond's role as a best practice Olympic Venue City. Richmond will reciprocate for the learning from past Olympic cities in preparing for the 2010 Winter Olympic Games.
3. The request is in relation to a Council approved Sister City or Friendship City program event or activity.

All of the following conditions must be met before a Visiting Delegation or Study Tour request is approved:

1. The request must be received by the City, in writing, at least two weeks in advance of the event.
2. Individuals required to participate in the program (i.e. staff from the responsive department, elected representatives, external partners) are available for the time required.
3. Meeting space is available at the requested time.
4. Funding or resources must be accommodated through existing budgets or fees collected pursuant to Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068 and the Consolidated Fees Bylaw No. 8636.

All Visiting Delegation and Study Tour requests shall be directed to the Intergovernmental Relations and Protocol Unit (IGR). This includes requests made directly to Council members and other City departments.

All City Hall Tour requests shall be directed to the Customer Service Division and will be accommodated based on availability of City staff and resources.

Fees for Delegation Visits, Study Tours and City Hall Tours shall apply in accordance with Visiting Delegation, Study Tour and City Hall Tour Bylaw No. 9068 and the Consolidated Fees

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City of  
Richmond

## Policy Manual

Page 2 of 2	Adopted by Council: January 13, 2014	Policy 1402
File Ref: 0450-00	Visiting Delegation, Study Tours and City Hall Tour Requests	

Bylaw No. 8636. There is no fee for requests made directly by non-profit organizations, such as schools, government bodies, and Sister City or Friendship City organizations, or where the City, at its discretion, initiates the Visiting Delegation, Study Tour or City Hall Tour.

The City will not issue visa letters or letters of invitation for Visiting Delegation, Study Tour, or City Hall Tour requests.

The City reserves the right to decline Visiting Delegation, Study Tour and City Hall Tour requests.

Exceptions to this policy may be made by the Mayor or Chief Administrative Officer.

### Definitions

#### ***For Profit Organization***

A For-Profit Organization means a business or other for-profit organization.

#### ***Non-Profit Organization***

A Non-Profit Organization means a school or educational institution, government body, not-for-profit organization, or an organization representing a Sister City or Friendship City of the City.

#### ***Government Body***

A Government Body means a local, regional, state/provincial, federal or other level of government.

#### ***Visiting Delegation***

A Visiting Delegation is a group of elected and/or non-elected government officials, members of For-Profit Organizations, or members of Non-Profit Organizations visiting or meeting with City officials and/or staff for general purposes.

#### ***Study Tour***

A Study Tour is defined as a group of elected and/or non-elected government officials, members of For-Profit Organizations, or members of Non-Profit Organizations meeting with City officials and/or staff or touring City facilities for the purposes of obtaining information and/or learning about "best practices" or delivery of specific City services.

#### ***City Hall Tour***

A City Hall Tour is defined as a walking tour of public areas of Richmond City Hall and a short overview, provided by City staff, of local government operations and services.

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City of Richmond, British Columbia, Canada

> [Home](#) > [City Hall](#) > [City Buildings](#) > [City Hall](#) > Tours & Delegations

CITY HALL

## Tours & Delegations

### Visitors are Welcome at City Hall and most City Facilities

Submit requests for any of the following:

- Delegation Visits
- Study Tours
- City Hall Tours

Letters of request for a Delegation Visit/Study Tour or City Hall Tour must include the following details:

- Name of individual or organization making the request
- Proposed date of visit /tour
- Where the delegation is from
- Delegates' names
- Delegates' titles
- Purpose of visit
- Specific key areas of interest with respect to City of Richmond facilities, operations, departments or programs
- Confirmation that, if required, the delegation will provide its own language interpreter

Please note that if the request is being submitted by a 'for profit' organization, the following fees will be charged for accommodating these visits/tours:

- Up to 2 hours - \$250 (plus the set room rental fee and GST)
- Half day (2-4 hours) - \$500 (plus the set room rental fee and GST)
- One day (over 4 hours) - \$1,000 (plus the set room rental fee and GST)

We require that all of the information listed above is received at least four weeks prior to the proposed visit date in order to process the request. Once your request has been submitted, we will check on the availability of speakers to present on your group's topics of interest, and advise if the City is able to accommodate your request.

<http://www.richmond.ca/cityhall/buildings/cityhall/cityhall-tours.htm>

2015-04-09

The City will not issue visa letters or letters of invitation for Visiting Delegation, Study Tour or City Hall Tour requests.

The City of Richmond reserves the right to decline requests and waive fees where applicable.

Delegations seeking a national perspective may first wish to approach the Government of Canada, Foreign Affairs & International Trade Canada ([www.international.gc.ca](http://www.international.gc.ca) (<http://www.international.gc.ca>)).

Delegations seeking a provincial perspective may wish to approach the Province of British Columbia, Intergovernmental Affairs Division's Office of International Relations and Protocol ([www.protocol.gov.bc.ca](http://www.protocol.gov.bc.ca) (<http://www.protocol.gov.bc.ca>)).

For Visiting Delegation and Study Tour requests, please submit the above information by email to [protocol@richmond.ca](mailto:protocol@richmond.ca).

For City Hall Tour requests, please submit the above information by email to [cityhalltours@richmond.ca](mailto:cityhalltours@richmond.ca)

[Sign up for updates](#) [Browse Aloud](#)

Richmond City Hall: [6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1](#)

Hours: 8:15 am to 5:00 pm, Monday to Friday. Tel: 604-276-4000

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### City Hall Tours/ Study Tours and Delegation Visits Requests

	2012	2013	2014
<i>Type</i>	<i>Number of Requests</i>	<i>Number of Requests</i>	<i>Number of Requests</i>
<b>City Hall Tours</b>	20	14	28
<b>Study Tours and Delegation Visits</b>	19	9	21

#### Background Information

##### **City Hall Tours 2014**

- 18 tours for Diversity Services all approximately 15 people
- 1 Tour for International students from Wakayama (through the Richmond School Board) 30 students
- 4 Richmond School Board school tours for approx 30 children each
- 1 Scout group of 10 children
- 1 Potts Education School for 15 people
- 2 tours scheduled and then cancelled by the School Board due to the teachers strike
- 1 tour turned down from a ESL group due to too short notice

##### **Study Tours/ Delegation Visits 2014**

#### Approved

- Kasetsart University, Thailand
- Pyeongchang Olympic Committee Delegation, South Korea
- Councillor, Salmo, BC
- Fantasia Holdings Group, China
- Consulate General, South Korea
- Guangzhou Social Work Party Committee, China
- Korean Culture and Tourism Division, South Korea
- Teocheu Delegation, China

#### Not Approved

- Hohhot Municipal Government, China – required staff not available
- Top Western Cultural Exchange Inc. – required staff not available
- Weifang City, China – request was to establish a Sister City relationship
- West Africa Sustainable Development Group – not followed through by delegation group
- Shanghai Municipal Cultural Market Department, China - required staff not available
- Bangkok Metropolitan Administration, Thailand – referred to Vancouver Coastal Health
- Consulate General of Vietnam – referred to Richmond Chamber of Commerce
- Tour Click YYC Travel Canada Ltd. - short notice

### **ATTACHMENT 3**

- Fenghua Municipal Government, China – request was for Visa letter
- Guangxi Province, China – referred to Heritage Canada
- SmartSoho Business General Association of Canada - required staff not available
- Tour Click YYC Travel Canada Ltd. - short notice
- Nanjing City, China - request was for Visa letter



# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** April 21, 2015  
**From:** Amarjeet S. Rattan **File:** 01-0150-03/2015-Vol  
Director, Intergovernmental Relations & Protocol Unit 01  
**Re:** **Proposed Revised Provincial Electoral Boundaries**

### Staff Recommendation

That the staff report titled, "Proposed Revised Provincial Electoral Boundaries" dated April 21, 2015 from the Director, Intergovernmental Relations & Protocol Unit be received for information.

Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
(604-247-4686)

Att. 2

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Planning	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

This staff report is in response to the following referral from the April 7, 2015 General Purposes Committee meeting:

*That the Proposed Revised Provincial Electoral Boundaries be referred to staff for further analysis and to report back to Committee.*

### **Findings of Fact**

Since 1965, eight independent Electoral Boundaries Commissions (EBC) have been appointed in British Columbia.

British Columbia is currently divided into 85 areas called electoral districts. Each electoral district is represented by one Member of the Legislative Assembly (MLA). Every eight years an independent commission reviews the electoral district boundaries and names. This ensures that each MLA represents about the same number of people.

#### Richmond Electoral Boundaries

The 1966 EBC recommended that the electoral district of Delta be divided into four: Richmond, Delta, Surrey and Langley. The Richmond district would correspond exactly with the boundaries of the City of Richmond, while the Delta district would include all of the municipality of Delta, the south-western portion of Surrey (Crescent Beach) and White Rock. The Legislative Assembly adopted the commission's recommendations

The 1984 EBC recommended that a second MLA be added to 11 electoral districts, including Richmond and Delta. The Legislative Assembly adopted the commission's recommendations.

The 1988 EBC added a third MLA for Richmond because of the area's growing population and proposed names of Richmond East, Richmond North and Richmond South. The Legislative Assembly adopted these recommendations but changed the names to Richmond East, Richmond Centre, and Richmond-Steveston .

The 1999 EBC noted wide population disparities among the three Richmond electoral districts. For example, Richmond East (which had been identified by the municipality as the likely site of high growth in the future) had a deviation of plus 17.3 percent, while Richmond-Steveston had a deviation of minus 10 percent. The commission recommended that the boundary between Richmond Centre and Richmond Steveston be moved further north, so that it ran east along Blundell Road to Garden City Road, and from there north on Garden City Road (instead of No. 4 Road) to Sea Island Way.

On May 9, 2014 the current EBC, the Melnick Commission, was appointed to review the area, boundaries and names of provincial electoral districts to be used for the 2017 and 2021 Provincial General Elections. The commission may recommend to the Legislative Assembly up to two additional electoral districts be created, to a maximum of 87 electoral districts.

## Analysis

On March 26, 2015, the Province released the EBC's *Preliminary Report – 2015 British Columbia Electoral Boundaries Commission*, which includes proposals to add one electoral district both to Surrey and Richmond.

The following excerpt from the Preliminary Report summarizes the proposed changes for Richmond:

*Two of Richmond's current three electoral districts already have exceeded the allowable population deviation and are projected to see significantly more growth. However, the population of Richmond does not warrant four electoral districts contained within Richmond's municipal boundaries. At 29.65%, the current electoral district of New Westminster also exceeds the +/- 25% deviation. Although the city of New Westminster historically has had an electoral district that matches its municipal boundaries, its population has now grown too large to maintain this. We heard from numerous members of the public that the Queensborough neighbourhood of New Westminster on Lulu Island has ties to Richmond in addition to its ties to the rest of New Westminster and that if changes to New Westminster are required, Queensborough residents could be effectively represented in a Richmond-Queensborough electoral district. Therefore we propose combining the Queensborough neighbourhood with the East Richmond neighbourhood on Lulu Island. This shift brings New Westminster within the +/- 25% deviation range without requiring any further changes.*

*With the addition of Queensborough, the population of the entire Lulu Island now warrants a fourth electoral district. Our proposals combine Queensborough with the Hamilton neighbourhood of Richmond, most of East Richmond and a small part of the South Arm community. We call this electoral district Richmond-Queensborough.*

*The community known as Richmond City Centre is the most populous part of the city and is also the fastest growing. Our proposals proportion this very dense community between two electoral districts.*

*Richmond North Centre includes the area north-west of Richmond City Hall, including Sea Island. Richmond South Centre is oriented south-east of Richmond City Hall.*

*Our proposals largely retain the existing Richmond-Steveston electoral district as it is. However, to allow for future growth we have removed three blocks in the north-east of the district north of Francis Road and east of No. 2 Road from the current Richmond-Steveston and placed this area in Richmond South Centre.*

The proposed new boundaries for the Richmond ridings differ slightly from what the City had submitted to the EBC in October, 2014, but result in four electoral districts that are reasonable and supportable, as they each are within the Provincial Electoral Population Quota of 54,369 (+/-25%).

The following table outlines the electoral district populations figures (2008-2014) on which the EBC is basing their proposed electoral boundary revisions for Richmond:

Electoral District Name	2008 Population	2014 Population	Population Change	Deviation (#)	Deviation (%)	Area (sq km)	Within a defined region?
New Westminster	58,549	68,956	10,407	14,587	26.83	18	
Richmond Centre	59,166	70,374	11,208	16,005	29.44	374	
Richmond East	57,798	69,599	11,801	15,230	28.01	92	
Richmond-Steveston	57,497	63,004	5,507	8,635	15.88	31	

Details of the current electoral district map boundaries for Richmond-Steveston, Richmond Centre, Richmond East and New Westminster are provided in Attachment 1.

Details of the proposed electoral district map boundaries for Richmond-Steveston, Richmond North Centre, Richmond South Centre and Richmond-Queensborough are provided in Attachment 2.

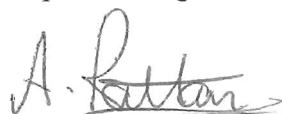
The EBC recently held a public hearing in Richmond on Friday, April 17, 2015 regarding these proposed electoral boundaries. The hearing was attended by community members and organizations from both Richmond and New Westminster. The submissions made at this hearing were unanimous in support for the proposal to create a new riding for Richmond.

### Financial Impact

No financial impact.

### Conclusion

The EBC is proposing to add a fourth electoral district to Richmond. The City has previously made a submission to the EBC, supporting the creation of an additional new riding. Submissions may be made to the EBC (through their Web site [www.bc-ebc.ca](http://www.bc-ebc.ca) or by email at [info@bc-ebc.ca](mailto:info@bc-ebc.ca)) until May 26, 2015. The Commission will submit its report recommendations to the Speaker of the Legislative Assembly by September 25, 2015. The final decision lies with the Members of the Legislative Assembly. Once approved, the new boundaries will come into effect, at the time of the next provincial general election in 2017.



Amarjeet S. Rattan  
Director, Intergovernmental Relations & Protocol Unit  
(604-247-4686)

AR:zf

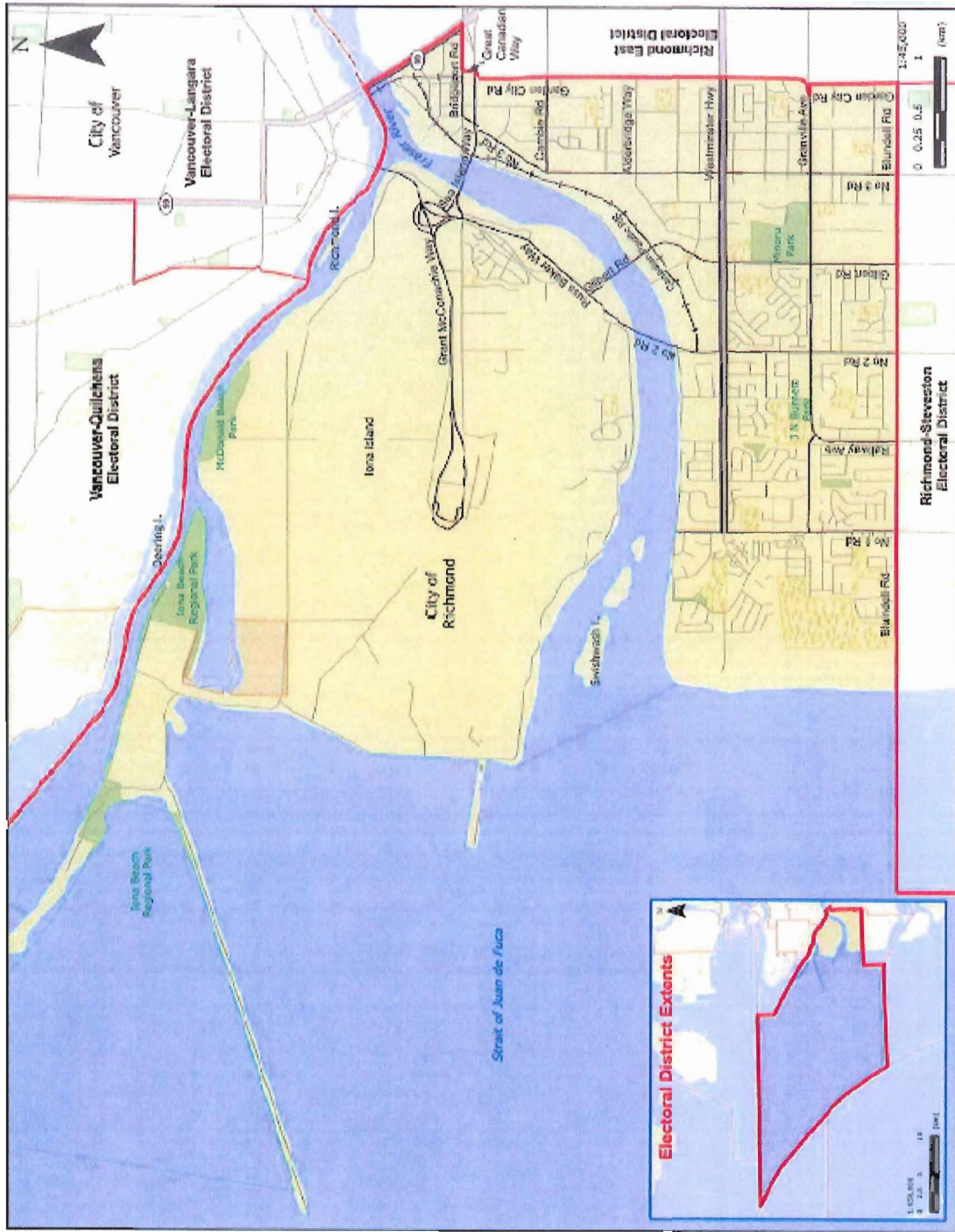
- Att. 1: Current Richmond Electoral Boundaries  
2: Proposed New Richmond Electoral Boundaries



# **Richmond-Steveston Electoral District Map Redistribution 2008**

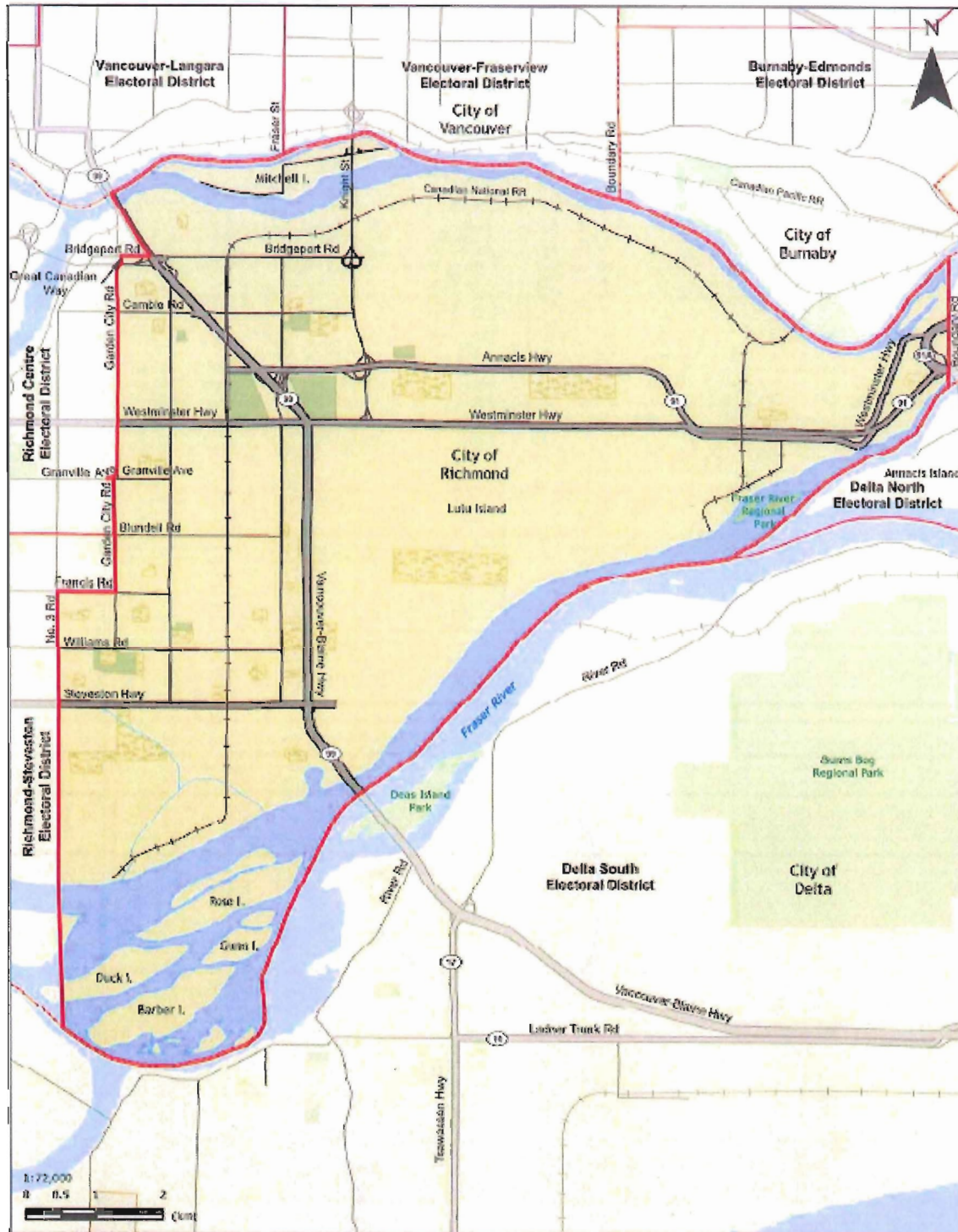


# Richmond Centre Electoral District Map Redistribution 2008

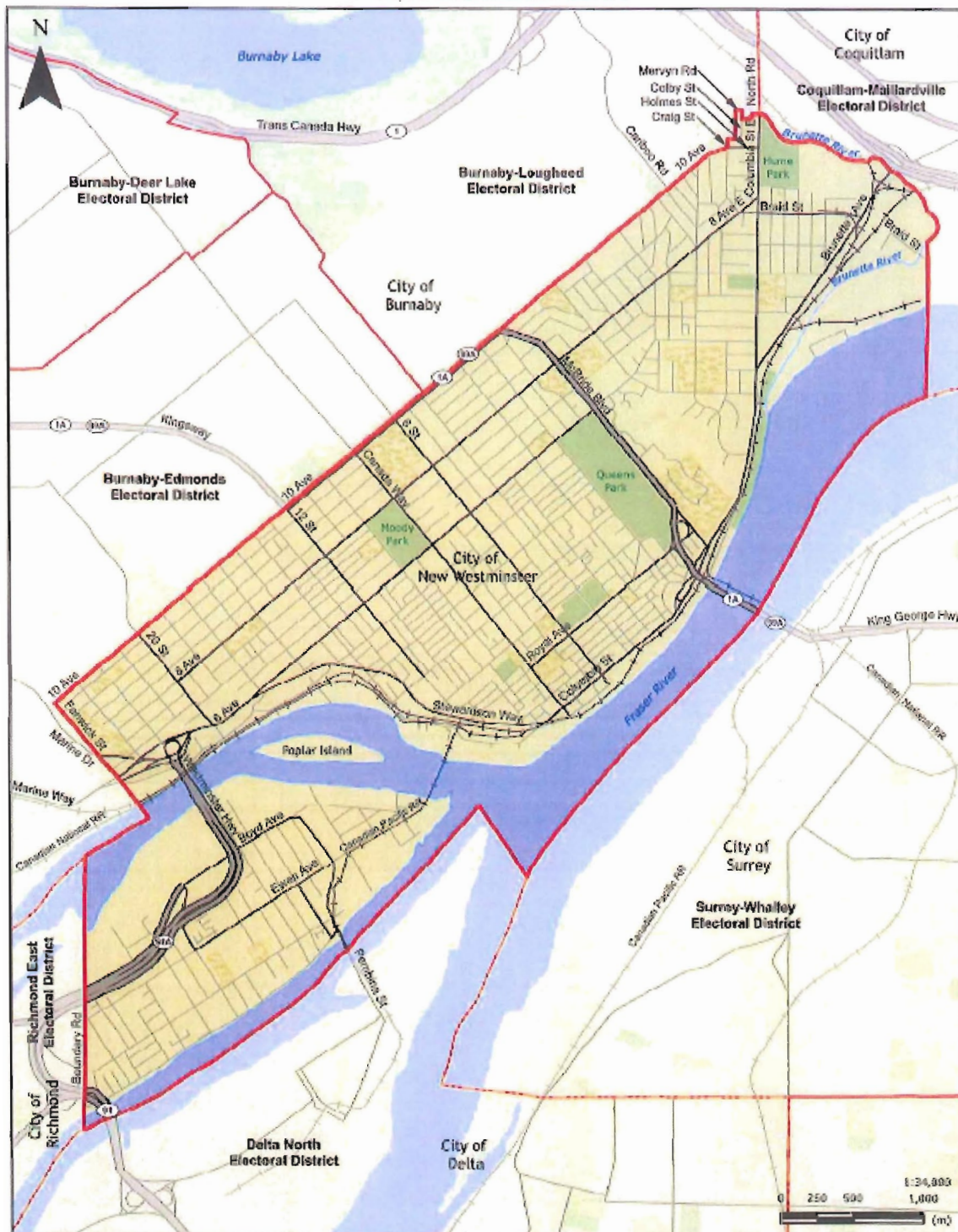




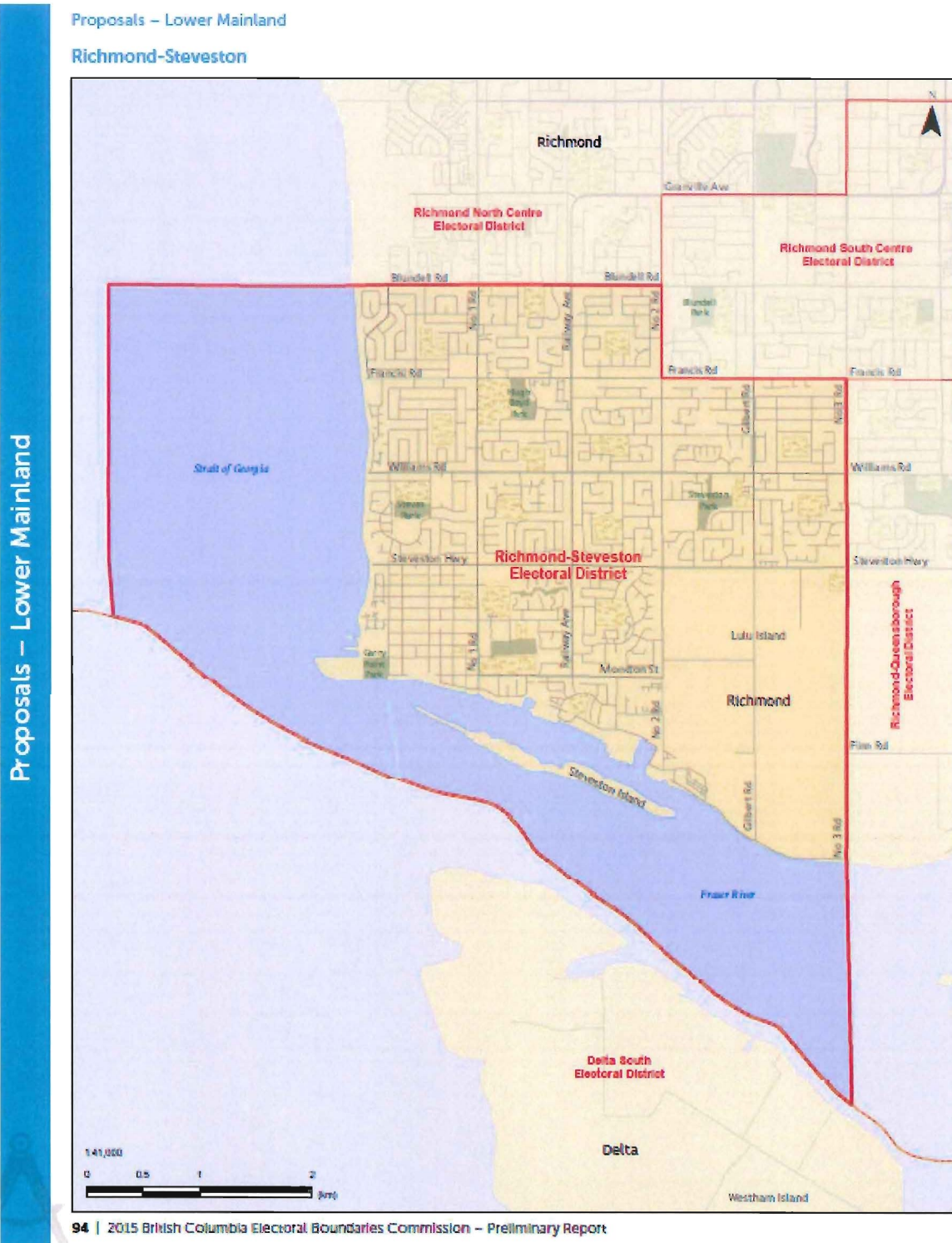
## Richmond East Electoral District Map Redistribution 2008



## New Westminster Electoral District Map Redistribution 2008



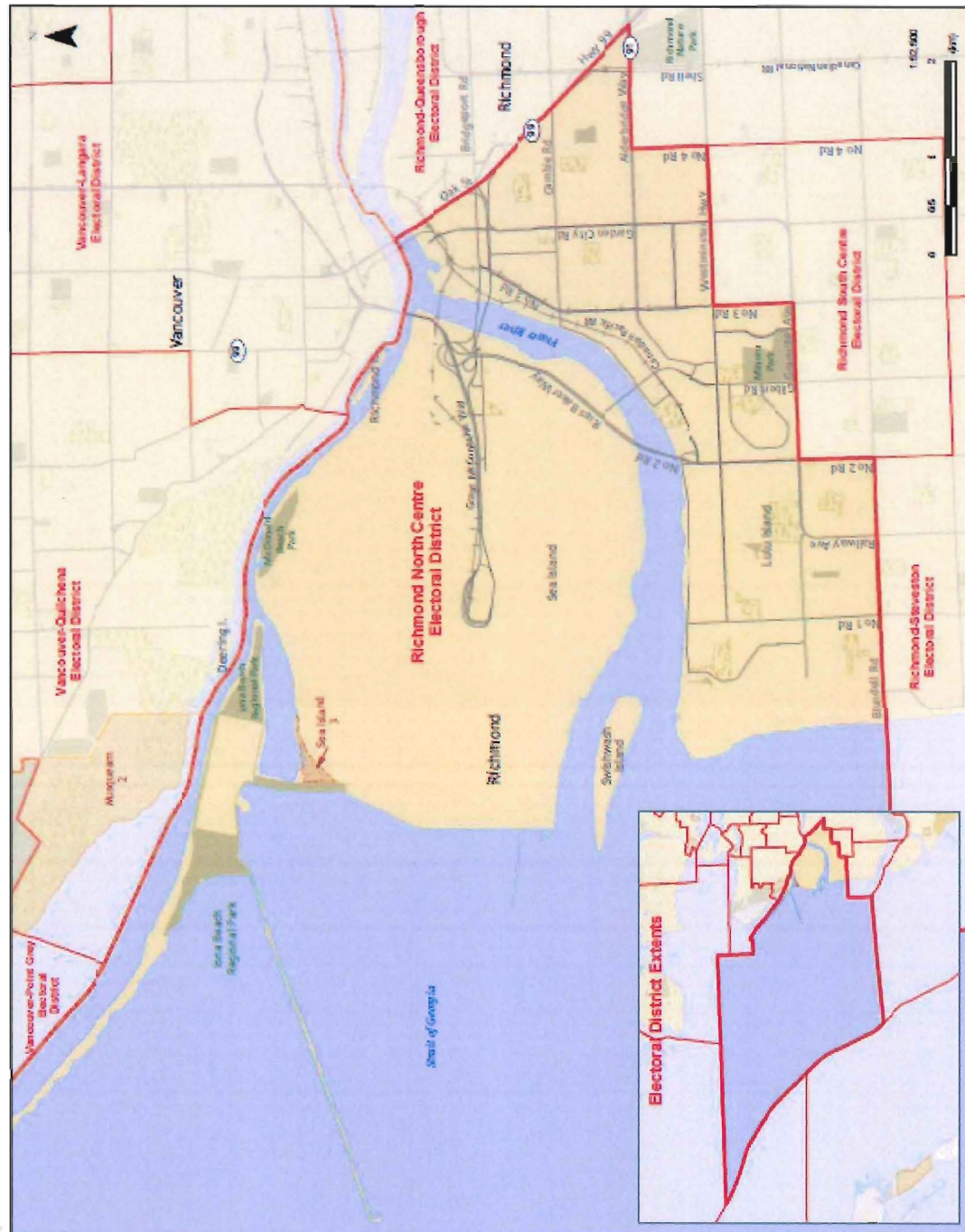




Proposals – Lower Mainland

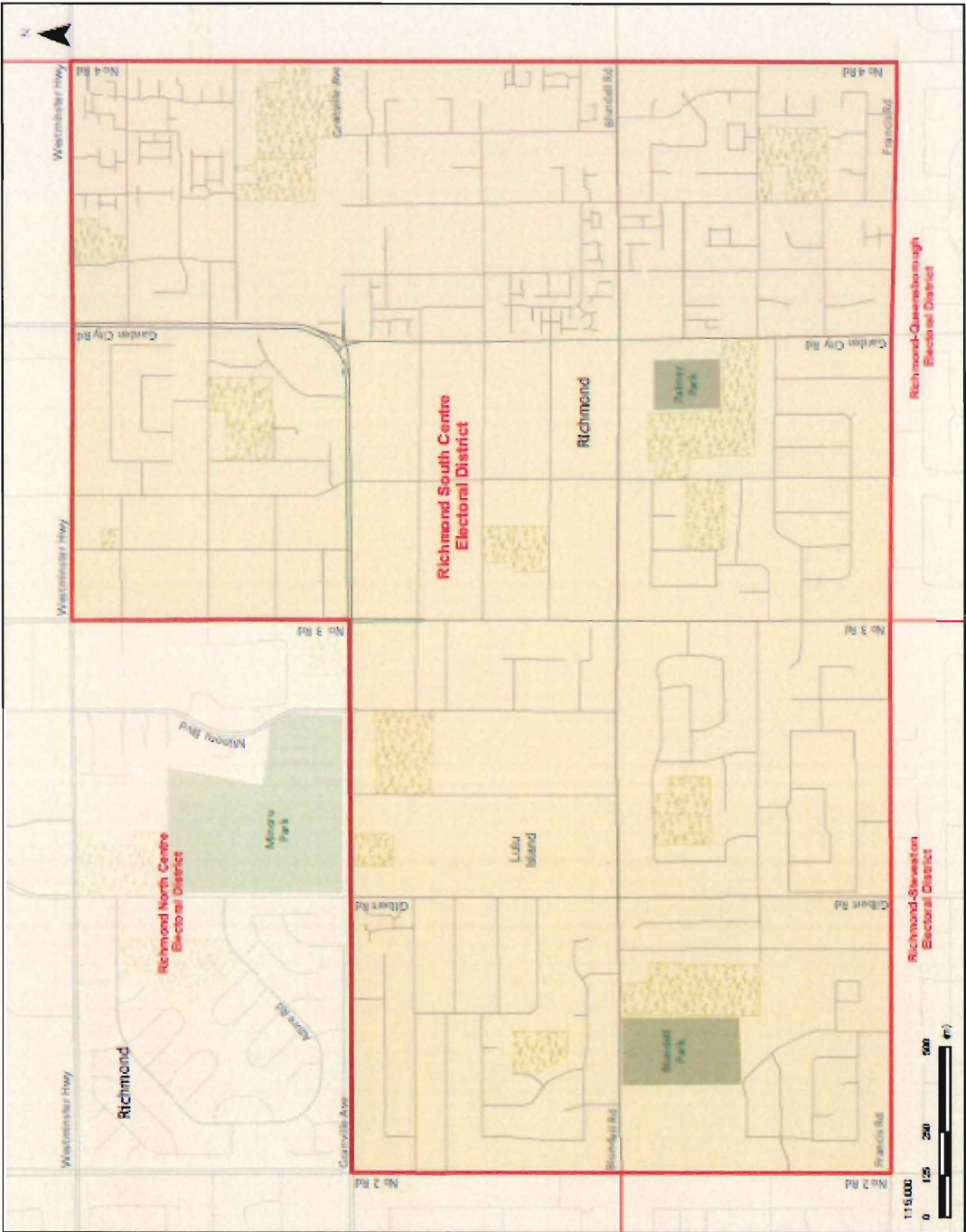
Proposals – Lower Mainland

Richmond North Centre





Proposals – Lower Mainland  
Richmond South Centre



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Proposals – Lower Mainland

Proposals – Lower Mainland  
Richmond-Queensborough



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Proposals – Lower Mainland





# City of Richmond

## Report to Committee

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<b>To:</b>	General Purpose Committee	<b>Date:</b>	April 20, 2015
<b>From:</b>	John Irving, P.Eng., MPA Director, Engineering	<b>File:</b>	10-6000-01/2014-Vol 01
<b>Re:</b>	<b>Climate Action Revenue Incentive Program (CARIP) &amp; Carbon Neutral Operations Update</b>		

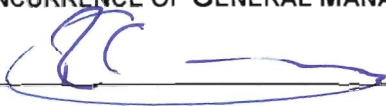


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### Staff Recommendation

1. That the staff report titled, "Climate Action Revenue Incentive Program (CARIP) & Carbon Neutral Operations Update," from the Director of Engineering, dated April 17, 2015 be forwarded to the Advisory Committee on the Environment for comment.
2. That staff report back with a long term strategy for maintaining corporate carbon neutral operations.

John Irving, P.Eng. MPA  
Director, Engineering  
(604-276-4140)

Att. 3

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

## Staff Report

### Origin

The emissions reporting and initiatives described in this report support the following Council Term Goals, #8 Sustainability:

- 8.1. Leadership in Sustainability: Continued implementation and significant progress towards achieving the City's Sustainability Framework and associated targets.
- 8.2. Innovative projects and initiatives to advance sustainability: Richmond's prominence as a leader in sustainability is enhanced through creative initiatives, innovative projects, and new models of business.

### Analysis

The City of Richmond recently developed strong policies and programs that support the reduction of greenhouse gas (GHG) emissions and energy use associated with corporate buildings and fleet activities. Two of the key recent developments include the City's Green Fleet Action Plan, adopted in 2013, and the revised High Performance Building Policy, adopted in 2014. These two programs are examples of corporate tools that help maintain organizational focus towards reducing energy consumption and GHG emissions through increased efficiency and optimized use of resources.

#### 2014 Corporate Carbon Emissions

The summary table below (Table 1) outlines the estimated corporate GHG emissions associated with City buildings, civic infrastructure, and fleet activities for 2014. The reported figures adhere to the BC Ministry of Environment's methodology and guidance documentation, and include GHG reductions resulting from the City's purchase of renewable natural gas. As per provincial guidelines, GHG emissions associated with fleet construction related activities and GHG emissions associated with the Richmond Olympic Oval Corporation were not included in the City's corporate emissions total for 2014. The 2014 total does include GHG emissions associated with traditional municipal services that are contracted out, such as community waste collection. Reported corporate emissions in 2014 were slightly lower than the City's final 2013 corporate GHG emissions value (8,467 tCO<sub>2e</sub>).

Table 1: 2014 Emission Sources

Emission Sources	Tonnes CO <sub>2e</sub>	Quantification Method
Emissions from services delivered directly by the local government	6,755	Derived from actual energy consumption and associated GHG emissions from stationary sources (buildings, lighting, and pumps) and mobile sources (fleet) used directly by the City.
Emissions from contracted services delivering municipal government responsible services	1,595	The BC government standard methodology and guidance for estimated contracted emissions, Option 3 (Vehicle/Equipment Type and Hours of Usage) was used to determine the contracted emissions value.
<b>TOTAL</b>	<b>8,350</b>	

### 2014 Carbon Credits (Offsets)

The summary table below (Table 2) outlines the anticipated credits (also known as offsets) that the City expects to achieve in the 2014 reporting year. As with the previous two reporting years (2012 and 2013), credits from diverted household organic waste contributed significantly to the reduction of the City's corporate carbon footprint. As compared to 2013, the total amount of diverted organic waste from the City's community collection program increased by approximately 2,075 tonnes to 16,314 tonnes in 2014. The corresponding GHG emissions reduction for the diverted community organic waste, 3,668 tonnes of CO<sub>2</sub>e, which represents approximately 45% of the City's 2014 reported corporate emissions.

In addition to claiming organics waste diversion credits, the City will also be able to claim GHG emission credits from its participation in the optimization of the methane gas capture system at the Vancouver Landfill. Waste that originates in Richmond that is managed by Metro Vancouver translates to a corresponding offset allocation to the City of Richmond through this project. Metro Vancouver allocates the associated credits to member municipalities based on an agreed upon regional methodology. The 2014 Vancouver Landfill credit allocation report has yet to be finalized, but preliminary figures indicate that the City is expected to receive slightly fewer credits from this program than last year. Along with the achieved credits in 2014, the City will be carrying forward surplus credits it accumulated in 2013 from quantified reduction projects. It is anticipated that the carbon credit surplus (5,413 tCO<sub>2</sub>e) will be down in the 2014 reporting year as compared to 2013, with outstanding surplus to be used as needed to achieve carbon neutrality in subsequent years.

Table 2: Anticipated 2014 Emission Credits (Offsets)

Offsets	Tonnes CO <sub>2</sub> e	Quantification Method
Household Organic Waste Composting – Municipally Collected	3,668	As quantified per Option 1 GHG Reduction Projects reporting methods.
Regional Vancouver Landfill Methane Gas Capture Credits	4,300	Richmond's credit allocation or credits earned from the capture of landfill gas (methane) at the Vancouver Landfill in Delta, prior to the implementation of January 1, 2016 regulations.
Surplus GHG emission credits from 2013 Reporting Year	5,795	As per BC Government reporting protocol.
<b>TOTAL</b>	<b>13,763</b>	

The total corporate emissions and credits indicated above, with the exception of the 2013 surplus value, have not yet been finalized and are estimates based on preliminary figures; staff will report back to Council if there are significant changes to the final reported corporate emissions and/or credits due to the Province by June 2, 2015.

### Carbon Neutrality

Based on the above figures, staff anticipate that the City will again be eligible for a "Level 3: Achievement of Carbon Neutrality" in 2014 through the Climate Action Recognition Program. It is estimated that the City will carry forward approximately 5,413 tonnes of carbon credits, which can be used in subsequent years if needed.

Due to the accumulated surplus that the City has achieved and the anticipated growth and success of the City's organics diversion program, it is projected that the City will be able to achieve carbon neutrality for the next two reporting years, 2015 and 2016, without purchasing or quantifying other sources of credits. After January 1, 2016, GHG emissions credits from the optimized methane gas capture system will no longer be eligible to be used to reduce the City's corporate carbon footprint, as Provincial Government regulation regarding the capture of methane gas at provincial landfills will come into effect. This anticipated reduction in achieved carbon credits will likely necessitate the need to purchase and/or quantify other sources of credits for the 2017 reporting year, in order to maintain the City's carbon neutral status.

#### Future Sources of Carbon Credits

In anticipation of the future need to purchase or quantify carbon credits, the City is continuing the development of the Richmond Carbon Marketplace pilot program, as well as exploring other Richmond based opportunities that reduce GHG emissions.

The Richmond Carbon Marketplace (RCM) pilot program was envisioned as a means to reduce greenhouse gas (GHG) emissions and build community resilience, by investing in City of Richmond organizations through the purchase of carbon reduction credits for completing GHG emissions reducing projects. The Richmond Carbon Marketplace pilot program was previously approved by Council, and is being implemented in a phased approach:

- Phase 1: Determine the Potential for Local GHG Reduction Projects (through outreach)
- Phase 2: Identify Potential Local GHG Reduction / Offset Projects
- Phase 3: Assessment and Quantification of local GHG Reduction Projects
- Phase 4: Achieving Carbon-Neutrality for the City of Richmond
- Phase 5: Continued Growth of Richmond's Local Low-Carbon Economy

Staff have completed Phase 1, and are currently working on Phase 2 of the pilot project with the further development of the program's basis and the completion of an expression of interest. During Phase 1, staff vetted this pilot program through the Economic Advisory Committee, and directly contacted select organizations/businesses in the community including BC Non-Profit Housing Association, Harvest Power, Ecowaste, Lafarge, Lehigh Cement, and Concert Properties to gauge interest and opportunity. In general, this potential pilot program was well received by the Economic Advisory Committee, and the organizations contacted were interested in participating, if feasible. In addition some initial market research was undertaken to estimate the GHG emissions of the various business sectors in the City. The analysis indicated that some of the highest GHG emissions producing sectors in the City include: Food Manufacturing, Chemical Manufacturing, Merchant Wholesalers, Food and Beverage Stores, and Personal Laundry Services. Some of these sectors will be contacted directly, once an expression of interest has been completed, to identify partnership opportunities.

In addition to RCM, the City is exploring other means to purchase and/or quantify carbon credits from alternate sources, such as land conservation and urban re-forestation. If proven to be economically feasible, these alternative sources will be quantified and used to offset the City's corporate carbon footprint in future years.

Staff will report back by year end with a long term strategy and plan to generate further carbon credits.

**Financial Impact**

None.

**Conclusion**

The City of Richmond continues to meet its commitments as a signatory of the BC Climate Action Charter and is working towards Council's objective to maintain its carbon neutral status through investing in community projects. This commitment includes the mandatory public reporting of GHG emissions from corporate operations and carbon reduction initiatives that the City is undertaking. The City's 2014 Climate Action Charter related reports (Attachments 1-3) will be posted on the City's website to facilitate public access once finalized. For the 2014 reporting year, pending validation of staff's analysis, it is anticipated that the City will be recognized for carbon neutrality by the joint Provincial – UBCM Green Communities Committee and will have carry over carbon offsets for the 2015 reporting year.



Levi Higgs  
Corporate Energy Manager, Sustainability and District Energy  
(604-244-1239)

LH:lh

- |    |   |                |
|----|---|----------------|
| 1. | Carbon Emissions Provincial Reporting Worksheet - 2014              | REDMS# 4554608 |
| 2. | Climate Action Revenue Incentive Public Report for 2014             | REDMS# 4529509 |
| 3. | Contracted Emissions Estimates (Hired Equipment and Cascade) – 2014 | REDMS# 4539823 |

You MUST fill this in for the 2014 reporting year.

## CLIMATE ACTION REVENUE INCENTIVE PROGRAM (CARIP) PUBLIC REPORT

For Reporting Year =

**2014**

Prior to completing this section, please ensure that you are familiar with the "Becoming Carbon Neutral guidebook" available on the BC

[BC Climate Action Toolkit Website](#)

### Carbon Neutral Progress Reporting

Is this your Final or Interim CARIP Report for 2014 ? Emissions/Offsets	Interim Tonnes CO <sub>2</sub> e Enter Values in White Boxes
<b>Annual corporate emissions using SMARTTool or equivalent inventory tool</b>	<b>8,350</b>
<i>Emissions from services delivered directly by the local government</i>	6,755
<i>Emissions from contracted services</i>	1595
<b>Less:</b>	
GHG reductions being claimed for this reporting year from Option 1 - GHG reduction project	<b>3668</b>
<i>Energy Efficient Building Retrofits and Fuel Switching</i>	
<i>Solar Thermal</i>	
<i>Household Organic Waste Composting</i>	3668
<i>Low Emissions Vehicles</i>	
<b>Less:</b>	
GHG reductions being claimed for this reporting year from Option 2 - GHG reduction projects	
<i>Please list all Option 2 Projects Implemented (insert title of the projects(s) as per project plan template. If you have more than two Option 2 projects you can add more lines at the bottom of this sheet)</i>	
	<b>10095</b>
<i>Option 2 Project: Vancouver Landfill</i>	4300
<i>Option 2 2013 Carbon Credit surplus</i>	5795
<i>Sum of Other Option 2 Projects (if you have added projects below)</i>	<b>0</b>
<b>Less:</b>	
Offsets purchased for this reporting year (Option 3). Please identify your offset provider in the offset provider information section below.	<b>0</b>
<b>Balance of corporate emissions for this reporting year.</b> <i>(If the corporate emissions balance is zero, your local government is carbon neutral for this reporting year)</i>	<b>-5413</b>

## Climate Action Revenue Incentive Program (CARIP) Public Report

# Climate Action Revenue Incentive (CARIP) Public Report for YEAR 2014

City of Richmond

Metro Vancouver



### Report Submitted by

Levi Higgs  
Energy Manager  
lhiggs@richmond.ca  
604-244-1239

The City of Richmond has completed the 2014 Climate Action Revenue Incentive Program (CARIP) Public Report as required by the Province of BC. The CARIP report summarizes actions taken in 2014 and proposed for 2015 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG), as well as general sustainability related initiatives.

March 5, 2015

### General Information

<b>Name of Local Government</b>	City of Richmond
<b>Member of Regional District (RD)</b>	Metro Vancouver
<b>Regional Growth Strategy (RGS) in region</b>	Yes
<b>Population</b>	207,000

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## 1. GENERAL REPORT INFORMATION

This 2014 Climate Action Revenue Incentive Program (CARIP) Public Report documents the actions that the City of Richmond has taken corporately and in the community to support the reduction of greenhouse gas (GHG) emissions and energy use, as well as other sustainability related initiatives. The actions are separated into seven main categories; Broad Planning, Buildings, Energy Generation, Greenspace, Solid Waste, Transportation and Water and Wastewater. There are also is Other Climate Actions and Innovation categories, which the City has inputted action items. The categories are further divided into corporate and community related actions, with six required reporting areas.

This report encompasses a majority of the action items that the City is involved in to support GHG and energy reduction, but does not cover all sustainability related initiatives that the City conducts or supports. The report represents a “snapshot” of City activities over the past year, and proposed actions for 2015.

## 2. BROAD PLANNING

Broad Planning refers to the high level, strategic planning that sets the stage for GHG reductions. Land use planning that focuses on Smart Growth principles (compact, complete, connected and centred) plays an especially important role in energy and GHG reduction. Below are the City of Richmond’s responses to Provincial inquiries regarding planning best practices, and summary of initiatives conducted in 2014 and/or planned in 2015.

Since initially establishing OCP targets, policies, and actions for the reduction of greenhouse gas (GHG) emissions, as required by the Local Government Act, has your local government updated those targets, policies and actions?	No
Does your local government use the Community Energy and Emissions Inventory (CEEI) to measure progress?	Yes
Has your local government established Development Permit Areas (DPAs) for climate action (i.e. energy conservation, water conservation and/or GHG emission reduction)?	No

## 2.1. Community Actions

<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<b>Actions proposed for 2015</b> <ul style="list-style-type: none"> <li>• When the City reviews the City Centre Area Plan (CCAP) building height requirements, in association with YVR's Airport Zoning Regulations (AZR), consideration will be given to maximizing energy efficiency through increased density.</li> <li>• Review the possibility of requiring electrical vehicle charging stations at non-residential locations throughout the City.</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Adopted the Hamilton Area Plan which promotes compact, sustainable, and energy efficient communities</li> <li>• Added policies that require townhouses to be more energy efficient (achieve 82 or higher on Energuide rating system) and to include the potential to integrate renewable energy systems (e.g. solar thermal ready).</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Revise the Steveston Area Plan and include measures that promote a more compact, sustainable, energy efficient, and pedestrian friendly built environment.</li> <li>• Revise arterial road and coach house policies to encourage more energy efficient buildings and more compact communities.</li> </ul>
<b>Policy Implementation</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Continued to implement the OCP and City Centre Area Plan (CCAP) which directs the majority of Richmond's urban growth to the City Centre and near major transit stations.</li> <li>• Continued to advance District Energy Utility ready and connected development in the Alexandria neighbourhood of the West Cambie Area.</li> <li>• Continue to implement CCAP requirement that all rezoning applications with development over 2,000 m2 meet at a minimum LEED silver standards.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Continue to implement OCP and CCAP policies as new development applications are processed.</li> <li>• Prepare and implement a policy to establish higher a minimum energy standard for the City Centre.</li> </ul>

<b>Community Education, Engagement</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Met regularly with Richmond's Small Home Builders and Urban Development Institute when preparing new community building related sustainability initiatives.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Continue to meet with Richmond's Small Home Builders and Urban Development Institute when preparing new community building related sustainability initiatives.</li> </ul>
<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Policy Planning Department staff reviewed and updated the OCP and various Area Plans; also, they are the staff liaison to Richmond's Advisory Committee on the Environment.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Policy Planning Department staff will periodically, review and update the OCP and various Area Plans, and will continue to be the staff liaison to Richmond's Advisory Committee on the Environment.</li> </ul>
<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Worked with Sustainability staff to identify grant opportunities to encourage community sustainability initiatives, and received funding for the further development of a community energy assessment modeling tool.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Continue to work with Sustainability staff to identify grant opportunities to encourage community sustainability initiatives.</li> </ul>

### 3. BUILDINGS

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants, and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially viewed over the long term. Below is the City of Richmond's response to the Provincial inquiry regarding building best practices, and summary of initiatives conducted in 2014 and/or planned in 2015.

Does your local government have green building/construction policies, plans or programs?	Yes
--	-----

### 3.1. Corporate Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Completed major equipment replacement and upgrade at Richmond Ice Centre. Completed lighting retrofits at Minoru Tennis courts. Replaced gas fired roof-top units with efficient electric heat pumps, at South Arm Community Centre. Replaced and upgraded building automation systems at West Richmond and South Arm Community Centres.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Complete energy efficiency upgrades at Watermania Aquatic Centre, Steveston Community Centre, and other recreational facilities.</li> </ul>
<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Completed lighting audits at the Richmond Courthouse and Britannia Shipyards.</li> <li>• Completed energy conservation assessments at four separate recreational facilities, to determine energy management capital projects for 2015.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Complete the energy conservation measures study for the heat recovery optimization project at Watermania aquatic centre.</li> <li>• Complete 5-7 energy assessments at City facilities to establish potential capital projects for 2016.</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Adopted the revised City's Corporate High Performance Building Policy, which include new targets for energy efficiency and sustainable corporate buildings.</li> <li>• Further developed separate policy initiatives related to the City's Corporate High Performance Building Policy, including the Sustainable Operations and Maintenance Guideline, Lighting Standards Guideline, and Building Automation System Integration Guideline.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Complete the City's Corporate Sustainable Operations and Maintenance Guideline, Lighting Standards Guideline, and Building Automation System Integration Guideline.</li> </ul>



<b>Policy Implementation</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Continued to work towards achieving key targets of the City's High Performance Building Policy, during design development for planned new Minoru Park facilities, with focus on energy efficiency, reduced resource use, and environmental sustainability.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Continue to work towards achieving key targets in the City's High Performance Building Policy for new and existing facilities, with focus on energy efficiency, reduced resource use, and environmental sustainability.</li> </ul>
<b>Employee Training, Awareness</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Completed Year 3 of a workplace conservation awareness program, that looks to promote corporate and community energy efficiency and sustainability in general through engagement and education.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Complete Year 4 of a workplace conservation awareness program.</li> </ul>
<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Approximately 1.5 full time staff are directly involved in Corporate Energy Management activities, and increasing corporate energy efficiency in City buildings.</li> <li>Participated in BC Hydro Corporate Energy Manager forums as part of Power Smart program.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>No anticipated change to staffing levels.</li> <li>Continue to participate in BC Hydro Corporate Energy Manager forums as part of Power Smart program.</li> </ul>
<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Municipal Revolving Enterprise Funding – for capital projects</li> <li>Municipal Operational Funding</li> <li>External Incentives</li> <li>Grant Funding</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Municipal Revolving Enterprise Funding – for capital projects</li> <li>Municipal Operational Funding</li> <li>External Incentives</li> <li>Grant Funding</li> </ul>

### 3.2. Community Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Completed connections for approximately 800 residential units to the Alexandra District Energy Utility (DEU) renewable energy centre, to provide heating and cooling.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Complete development work for Phase 3 of the Alexandra DEU, to allow for further residential and commercial connections to the renewable energy centre.</li> <li>Evaluate the extent of building energy improvements taken by commercial, institutional and multifamily building participants in the City's Building Energy Challenge program.</li> </ul>
<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Facilitated the completion of Phase 1 of Multi-Unit Residential Building Deep Retrofit study, to identify significant energy upgrade opportunities in multi-unit building types.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Assess the potential for energy performance requirements to be instituted for new developments at the time of a rezoning application, and/or other municipal triggers.</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Adopted the Community Energy and Emissions Plan.</li> <li>Amended the OCP to increase townhouse energy efficiency and renewable energy integration opportunities by requiring that townhouse rezoning achieve EnerGuide 82.</li> <li>Executed agreement with utility partner and develop implementation plan for the design, construction, financing, and operation of the Oval Village DEU.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Continue to further develop and implement action items identified in the Community Energy and Emissions Plan.</li> </ul>

<b>Policy Implementation</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Continued to enforce Solar Ready requirements for new single family residential buildings, which ensure new homes can accommodate future solar thermal installations.</li> <li>Continued to implement DEU ready development in the Alexandra and City Centre neighbourhoods.</li> <li>Secured commitments from new development in the City Centre to achieve LEED Silver, and townhome developments city-wide to build to EnerGuide 82 standard.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Continue to implement building energy policies.</li> <li>Continue to implement District Energy Utility (DEU) ready development in the Alexandra and City Centre neighbourhoods.</li> </ul>
<b>Community Education and Engagement</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Launched the Building Energy Challenge, a program to support increased energy efficiency in commercial, institutional and multifamily buildings through incentives for energy management training, “energy coaching” services, and support for building energy benchmarking.</li> <li>Conducted an outreach program to promote home and building energy upgrades and energy utility incentive programs, through the implementation of the Community Energy Save Richmond initiative.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Continue to implement the Building Energy Challenge program.</li> <li>Continue to promote energy incentive programs as part of the Community Energy Save Richmond initiative.</li> <li>Explore the potential to implement an energy saving/incentive program for multifamily residential buildings.</li> </ul>
<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Approximately two full time staff are directly involved in Community Energy Management and facilitating community energy efficiency improvements.</li> <li>Participated in BC Hydro Community Energy Manager forums as part of Sustainable Community program.</li> </ul>

<b>Committees, Staffing</b>	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• No change expected to City Community Energy Management staffing levels.</li> <li>• Continue to participate in BC Hydro Community Energy Manager forums as part of Sustainable Community program.</li> </ul>
<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Carbon Tax Rebate Funding</li> <li>• External Incentives Funding</li> <li>• Funding for Building Energy Challenge secured from BC Hydro Sustainable Communities Program “Implementation Offer” and through Fortis BC.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Carbon Tax Rebate Funding</li> <li>• External Incentives Funding</li> <li>• Apply for BC Hydro implementation offer, and other funding sources to further support Community Energy Management initiatives in 2015</li> </ul>

#### 4. ENERGY GENERATION

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery, geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems. Below are the City of Richmond’s responses to the Provincial inquiries regarding energy generation, and summary of initiatives conducted in 2014 and/or planned in 2015.

Has your local government undertaken district energy projects in 2014?	Yes
Has your local government undertaken renewable energy projects 2014?	Yes
Are you aware of the integrated resource recovery (IRR) guidance page on the BC Climate Action Toolkit?	Yes



## 4.1. Corporate Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Completed the installation of a heat recovery system at the main City of Richmond ice arena, to pre-heat ice re-surfacer flood water, which will help to reduce natural gas use by approximately 20%.</li> <li>Completed the optimization work for the solar thermal hot water system at South Arm Pool, to improve the overall efficiency and system operation, and reduce natural gas use.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Complete the planned heat recovery optimization work at Watermania, to reduce natural gas use and improve the energy use efficiency of the system.</li> <li>Connect the City's new Fire Hall No.3 development with the Alexandra renewable energy centre for heating and cooling purposes.</li> </ul>
<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Undertook an energy strategy and options evaluation study for the planned new aquatic and institutional facilities in the Minoru Precinct area.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Complete feasibility studies for the new Fire Hall No.1 and Minoru Complex building, which will assess further measures to reduce energy use, and incorporate renewable energy systems into the buildings.</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Adopted the City's Corporate High Performance Building Policy, which includes a target for corporate buildings to be built to "net zero" energy standards by 2030.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Continue to implement corporate policy initiatives that increase renewable energy integration at corporate facilities.</li> </ul>
<b>Policy Implementation</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Continued to target renewable energy integration, a key component of the City's High Performance Building Policy, during development design for planned new Minoru Park facilities.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Continue to target renewable energy integration, a key component of the City's High Performance Building Policy, during design development for new corporate facilities.</li> </ul>

<b>Employee Training, Awareness</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Completed Year 3 of a workplace conservation awareness program, that looks to promote corporate and community energy efficiency and sustainability in general through engagement and education.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Complete Year 4 of a workplace conservation awareness program.</li> </ul>
<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Approximately 2.0 full time staff are directly involved in Corporate Energy generation activities, and increasing corporate renewable energy systems in the City.</li> <li>• Participated in BC Hydro Corporate Energy Manager forums as part of Power Smart program.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• No anticipated change to staffing levels.</li> <li>• Continue to participate in BC Hydro Corporate Energy Manager forums as part of Power Smart program.</li> </ul>
<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Municipal Revolving Enterprise Funding – for capital projects</li> <li>• Municipal Operational Funding</li> <li>• External Incentives</li> <li>• Grant Funding</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Municipal Revolving Enterprise Funding – for capital projects</li> <li>• Municipal Operational Funding</li> <li>• External Incentives</li> <li>• Grant Funding</li> </ul>

## 4.2. Community Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Completed connections and servicing to a third building for heating and cooling purposes from the existing renewable energy Alexandra DEU. This new connection increases the total number of residential units being serviced by the DEU to 800 covering 750,000 ft<sup>2</sup> of floor area.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>Implement Phase 1 of Oval Village DEU, which will include construction of interim energy centres, installing distribution piping system and energy transfer stations at new developments, and the connecting of approximately 1.0 million ft<sup>2</sup> of floor area to the new district energy system.</li> <li>Implement Phase 3 of the Alexandra DEU that will connect a further 1.63 million ft<sup>2</sup> of residential and commercial floor area for heating and cooling purposes to the renewable energy system. Phase 3 includes expanding the existing energy centre and increasing geo-exchange capacity; extending the distribution piping system; and installing energy transfer stations in developments.</li> </ul>
<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Supported the pre-feasibility study of effluent heat recovery potential for Lulu Island Wastewater Treatment Plant.</li> <li>Completed a pre-feasibility study of the potential for a district energy node with renewable energy as part of the new Minoru Civic Precinct aquatic centre and community facilities.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>Explore the potential development of a City Centre North District Energy centre.</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Completed the incorporation of the municipally owned Lulu Island Energy Company corporation, which will manage community district energy systems on behalf of the City of Richmond.</li> <li>Executed agreement with a utility partner and developed the implementation plan for the design, construction, financing, and operation of the Oval Village DEU.</li> <li>Continued to implement DEU ready development in the City Centre Area.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>Continue to implement DEU ready development in the City Centre and West Cambie neighbourhood areas.</li> </ul>

<b>Policy Implementation</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Established a service area bylaw for Oval Village DEU, mandating connection of new developments in the service area.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>Continue to secure commitments that new buildings in City Centre and West Cambie are district energy utility ready.</li> </ul>
<b>Community Education and Engagement</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Led tours of the City's district energy system for community members and elected officials.</li> <li>Engaged and communicated with DEU customers and developers concerning DEU developments and initiatives</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>Continue DEU customer and public engagement.</li> </ul>
<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Participated in BC Hydro Community Energy Manager forums as part of Sustainable Community program.</li> <li>Worked with Metro Vancouver on the development of renewable energy generation from Gilbert Sewer Main</li> <li>Approximately 2.25 full time staff were directly involved in Community Energy generation activities, and increasing District Energy capacity in the City.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>Participated in BC Hydro Community Energy Manager forums as part of Sustainable Community program.</li> <li>Full time staff involved in community energy generation activities will increase from 2.25 to 4.25.</li> </ul>



<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Continued to implement DEU infrastructure and developments using dedicated DEU operating funds and capital program, financed through ratepayer funds.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Apply for Federal/Provincial grant funding to support Alexandra and Oval Village DEU implementation.</li> <li>Continued partnership with the BC Hydro Sustainable Community program.</li> </ul>

## 5. GREENSPACE

Greenspace refers to parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites. Greenspaces support climate change mitigation (reducing emissions by absorbing and sequestering GHG) and adaptation (providing shade, cooling, deflecting strong wind, and improving air quality). Below are the City of Richmond responses to the Provincial inquiry regarding “greenspace” management in the City, and summary of community initiatives conducted in 2014 and/or planned in 2015.

Does your local government have urban forest policies, plans or programs?	Yes
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### 5.1. Community Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Completed the 5 km long new pedestrian and biking Railway.</li> <li>Planted 1,120 new trees in City street right-of-ways and in parks.</li> <li>Constructed a new playground structure at Terra Nova Rural Park using sustainable materials that were sourced almost exclusively locally.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Develop 11.5 acres of new neighbourhood parks in the City Centre and Alexandra Neighbourhood, bringing park services to within walking distance of residents in these rapidly redeveloping high and medium density neighbourhoods.</li> <li>Plant approximately 1,265 new trees in City street right-of-ways and in parks.</li> </ul>

<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Completed mapping and inventory of invasive knotweed on City dike</li> <li>• Initiated a physical treatment pilot project to research effective control methods for parrotfeather (M. Aquaticum) in City watercourses</li> <li>• Initiated the inventory and mapping of riparian and aquatic invasive plants species</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Implement Phase 1 of the Garden City Legacy Lands Landscape Plan including hydrogeological study and an ecosystems management plan to support bog conservation and agricultural uses.</li> <li>• Adopt and implement City wide Invasive Species Action Plan</li> <li>• Expand physical treatment trials to control parrotfeather (M. Aquaticum) in City watercourses</li> <li>• Complete the inventory and mapping of riparian and aquatic invasive plants species</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Continued work on the update and expansion of the Urban Forest Management Plan.</li> <li>• City endorsed the Garden City Lands Legacy Landscape Plan, which includes plans for a 136 acre park. The plan also features conservation of 70 acres of bog and the allotment of 50 acres to showcase sustainable agricultural practices.</li> <li>• Initiated the development of a City wide Invasive Species Action Plan</li> <li>• Adopted the Ecological Network Management Strategy (Phase 1), which lays out a framework to guide the management of the City's ecological assets</li> <li>• Adopted the Bath Slough Revitalization Initiative, a pilot project of the Ecological Network Management Strategy.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Adopt and implement the Urban Forest Management Plan</li> <li>• Adopt and implement City wide Invasive Species Action Plan</li> <li>• Adopt and implement Ecological Network Management Strategy (Phase 2).</li> </ul>

<b>Policy Implementation</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Acquired three private properties to add to the City's park land as per the OCP including 2 properties adjacent to Sturgeon Bank and 1 property that will be developed into a greenway connection and ecological corridor.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Continue ongoing park land acquisition to meet the park provision standards of the OCP.</li> </ul>
<b>Community Education and Engagement</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Facilitated an Earth Day tree planting event with corporate and community volunteers.</li> <li>• Launched the Terra Nova Nature Preschool which employs a place-based approach to education that promotes respect for the environment, teaches ecological literacy, and develops environmental stewardship.</li> <li>• Developed and delivered school and public environmental awareness programs, primarily at the Richmond Nature Park and Terra Nova Rural Park.</li> <li>• Facilitated invasive species removal and environmental stewardship activities in City parks, in collaboration with Community Centres and Youth volunteers</li> <li>• Collaborated with the Richmond Wavers Guild to create baskets and art project from harvested invasive plants.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Continue to deliver Earth Day tree planting event and expand to include invasive species removal with corporate and community volunteers.</li> <li>• Review and update of the Parks Departments community stewardship program – Partners For Beautification based on consultant review and recommendations that we anticipate will refocus the program towards greater environmental stewardship education.</li> <li>• Expand urban agriculture programs that encourage local, small scale, sustainable agricultural initiatives, including the expansion of the community garden program, incubator farm program and the establishment of a sustainable agriculture laboratory farm.</li> <li>• Plan and facilitate invasive species removal and environmental stewardship activities in City parks, in collaboration with Community Centres and Youth volunteers</li> <li>• Continue collaboration with the Richmond Wavers Guild to create baskets and art project from harvested invasive plants</li> </ul>

<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Approximately 2.5 full time equivalent Parks staff work on Community Greenspace initiatives and outreach programs.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• No anticipated change to staffing levels.</li> </ul>
<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Municipal Capital Project Funding</li> <li>• The City received \$449,000 in funding in 2014 for the Railway Greenway from the Provincial Bike BC Program.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Municipal Capital Project Funding</li> <li>• The City will receive \$472,899 in funding in 2015 for the Railway Greenway from TransLink.</li> <li>• \$150,000 dedicated fund to manage invasive plants species on City land.</li> </ul>

## 6. SOLID WASTE

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality. Below are the City of Richmond responses to the Provincial inquiries regarding solid waste management in the City, and summary of initiatives conducted in 2014 and/or planned in 2015.

Does your local government have construction and demolition waste reduction policies, plans or programs?	No
Does your local government have organics reduction/diversion policies, plans or programs?	Yes



## 6.1. Corporate Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Continued to provide recycling services for City events.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Expand in-house recycling at all City Facilities including organics collection.</li> <li>Continue recycling and waste services for City events.</li> </ul>
<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Conducted in-house waste audits of City facilities.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Review the potential to complete more detailed waste audits at select facilities to implement further corporate waste reduction/diversion initiatives.</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Council adopted the Management of Waste and Recycling Materials from City Facilities Demolition and Construction Activities Policy, with the objective to achieve a diversion rate of 80% by weight for the demolition of City facilities, houses, new facility construction, and major facility renovations.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Help develop a sustainable sport and event tool kit for community events, which will allow event planners in the Community to more easily access waste and recycling services and reduce the environmental impact of events in general.</li> </ul>
<b>Policy Implementation</b>	<b>Actions taken in 2014</b>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Implement action items associated with the Management of Waste and Recycling Materials from City Facilities Demolition and Construction Activities Policy.</li> </ul>
<b>Employee Training, Awareness</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>Delivered a waste reduction lunch time workshop for City staff, with support from the Recycling Council of BC.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>Further educate and inform City staff on the Corporate related waste reduction/diversion initiatives on-going at City facilities.</li> </ul>

<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Environmental Programs staff consists of the following personnel; Manager of Environmental Programs (1), Supervisor of litter collection staff (1), litter collection employees (12), and sanitation and recycling administration employees (3).</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Staffing levels are anticipated to be maintained in 2015.</li> </ul>
<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> </ul>

## 6.2. Community Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Expanded Recycling Depot services to include Styrofoam, plastic bags and overwrap through partnership with MMBC, and added used books, batteries, and cell phones as accepted material at the Recycling Depot.</li> <li>• Expanded the blue box and blue cart recycling programs to include a broader range of materials accepted under partnership with MMBC (additional plastics and containers).</li> <li>• Continued significant litter collection program at City parks, bus stops and other City properties.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Consider expanding items accepted at the Depot to accept small amounts of clean wood waste.</li> <li>• Accept an expanded range of materials for recycling in public spaces and enhance the container replacement and maintenance program.</li> <li>• Maintain a “litter-free” City by servicing 4,500 City litter and recycling containers in the community weekly.</li> </ul>

<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Conducted a pilot project with the small building industry that assessed different methods of recycling materials from single-family home demolitions.</li> <li>• Completed a 15 month food scraps pilot program involving more than 5,800 apartments and condo units.</li> <li>• Launched the garbage cart pilot program to test service level options for garbage collection using carts.</li> <li>• Participated with MMBC on a waste audit of residential and streetscape waste.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Explore options for expanded Recycling Depot service (i.e. Eco Centre).</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Report to Council regarding instituting carts for garbage service and altering levels of service (bi-weekly), to increase recycling and waste diversion.</li> <li>• Report to Council on a proposed policy approach for enhanced recycling of demolition waste from single-family residential demolitions.</li> </ul>
<b>Policy Implementation</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Continued to work towards achieving the City's goal of diverting 80% of the community waste from the landfill by 2020.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Expand green cart collection to multi-family complexes.</li> <li>• Help develop a sustainable sport and event tool kit for community events.</li> </ul>

<b>Community Education and Engagement</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Delivered 9 workshops with 122 participants on waste reduction, recycling and avoiding food wastage.</li> <li>• Achieved a 97.5% diversion rate for waste generated at the 2014 REaDY summit.</li> <li>• Organized DreamRider theatrical/educational shows, including Zero Heroes and Clean Up your act at 18 elementary schools, reaching 2,749 students.</li> <li>• Addressed over 15,400 customer service enquiries from residents concerning garbage and recycling collection services.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Communicate Richmond's goal of becoming a Recycling Smart City and achieve 80% waste reduction goal by 2020.</li> <li>• Conduct lobby presentations for multi-family green cart implementation at each complex.</li> <li>• Continue annual reporting to community regarding waste reduction and diversion progress.</li> <li>• Continue public engagement through workshops and deliver 20 theatrical/educational shows at schools.</li> <li>• Support the 5th annual REaDY summit.</li> </ul>
<b>Committees, Staffing</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Initiated review of the Green Ambassadors and Partners for Beautification programs.</li> <li>• Green Ambassadors contributed nearly 2,500 hours to help promote recycling at community events.</li> <li>• Environmental Programs staff consists of the following personnel; Manager of Environmental Programs (1), Supervisor of litter collection staff (1), litter collection employees (12), and sanitation and recycling administration employees (3).</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Complete review and improve Green Ambassador and Partners for Beautification programs.</li> <li>• Staffing levels are anticipated to be maintained in 2015.</li> </ul>



<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding.</li> <li>• Received funding from MMBC for the expansion of the containers recycling program.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding.</li> <li>• Continue to receive funding for the MMBC program.</li> </ul>

## 7. TRANSPORTATION

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities. Below are the City of Richmond responses to the Provincial inquiries regarding transportation system management in the City, and summary of initiatives conducted in 2014 and/or planned in 2015.

Does your local government have policies, plans or programs to support alternative modes and technologies of transportation (e.g. walking, cycling, transit, electric vehicles)	Yes
Does your local government have a transportation demand management (TDM) strategy?	Yes
Does your local government have policies, plans or programs to support local food production (thus reducing transportation emissions)?	Yes

### 7.1. Corporate Actions

<b>Physical Improvements, Construction</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Replaced 67 fleet units in 2014 with more fuel efficient vehicles and increased the number of carpool spaces available to staff.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Continue with vehicle replacements for over 30 vehicles with more fuel efficient hybrid/electric/eco boost engines.</li> </ul>

<b>Feasibility Studies, Research, Analysis</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Initiated review of City Employee Carpool Program, by undertaking best practices research, with the objective of assessing feasibility of expanding the program to other sustainable travel modes (i.e., transit, cycling, walking).</li> <li>• Implemented a new Fleet asset management system to track and schedule maintenance, log data, and better track Fleet assets.</li> <li>• Developed a pilot project that involves installing GPS monitoring systems in Fleet assets that will enable reduced fuel consumption and more efficient vehicle use.</li> <li>• Compiled Fleet usage and emissions data for Silver-level rating E3 (Energy Environment Excellence) Fleet Certification base lines.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Complete review and update City Employee Carpool Program based on results of research and analysis.</li> <li>• Undertake the E3 Fleet Certification Audit.</li> </ul>
<b>Plans, Policies, Regulations</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Continued existing initiatives that encourage the use of alternative modes of transportation for commuting to and from work and corporate travel, such as sponsorship and promotion of Bike to Work week, use of corporate bike fleet, and promotion of transit fare tickets and passes for work travel.</li> <li>• Implemented action items identified in the Green Fleet Action Plan designed to achieve a reduction of 20% in Fleet emissions by 2020, which includes; reducing Fleet growth and downsizing vehicles, further right sizing of existing vehicles, upgrades in Fleet asset efficiency and reduced emissions through replacements, improved maintenance scheduling, and anti-idling initiatives.</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Continue to support greater use and expansion of the City employee carpool program including the upgrade of carpool vehicles that are up for replacement with fuel efficient mini-vans where appropriate/feasible to accommodate waitlisted carpool participants.</li> <li>• Continue to support use of alternative modes of transportation for work related travel and other corporate initiatives.</li> <li>• Continue with implementation of action items identified in the Green Fleet Action Plan including the expansion of the Fleet Management software to include emissions data, a replacement scoring model, and maintenance and repairs schedules.</li> </ul>

<b>Policy Implementation</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Increased employee participation in Bike to Work Week versus 2013.</li> <li>• Installed anti-skid surface in City Hall parkade along access to/from secure bike room, to enhance bike to work safety.</li> <li>• Supplied bike repair kit (e.g., tubes, chain oil, cables, lights) in bike room at City Hall to further support corporate bike to work participation.</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Work with TravelSmart (TransLink Transportation Demand Management –TDM Program) to identify opportunities to expand corporate TDM programs.</li> <li>• Implement the GPS pilot project for select Fleet Vehicles.</li> </ul>
<b>Employee Training, Awareness</b>	<b>Actions taken in 2014</b> <ul style="list-style-type: none"> <li>• Continued use of City Intranet site to promote Bike to Work Week and other sustainable transportation initiatives.</li> <li>• Undertook various vehicle/equipment training for 60 employees including fuel efficiency driver's training as part of the core essential safety training program.</li> <li>• Achieved 40% reduction in vehicle accidents over the prior year through driver training services</li> </ul>
	<b>Actions proposed in 2015</b> <ul style="list-style-type: none"> <li>• Continue use of City Intranet site to promote Bike to Work Week and other sustainable transportation initiatives.</li> <li>• Raise awareness of any improvements to the City Employee Carpool Program, pending the outcome of the completed review.</li> <li>• Present anti-idling and fuel efficient driver techniques to a further 30% of pertinent staff</li> <li>• Revise training materials to include driver related improvements that will contribute toward City's Green Fleet Action Plan goals and E3 Fleet Certification.</li> <li>• Create an electronic library of Fleet training materials as well as a tracking method for fleet training, operator certifications/renewals and accident record.</li> </ul>

<b>Committees, Staffing</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Corporate related Transportation Staff consists of the following personnel; Director of Transportation (1), Manager of Transportation Planning (1), Transportation Planner (1), Coordinator of Customer Service (1), and Coordinator of Fitness and Wellness Services (1).</li> <li>• Fleet operations staff consists of the following personnel: Manager of Fleet Operations (1), Fleet Supervisors (2), Fleet Training Officer (1) and Fleet employees (47).</li> <li>• The City participates in a Regional Fleet Managers Group, and regularly attends meetings to gain information concerning emerging trends in best practices management</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Staffing levels are anticipated to be maintained in 2015.</li> </ul>
<b>Funding</b>	<b>Actions taken in 2014</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Corporate subsidy of City Employee Carpool Program</li> <li>• Various departmental operating budgets (e.g., for purchase of transit fares)</li> </ul>
	<b>Actions proposed in 2015</b>
	<ul style="list-style-type: none"> <li>• Municipal Operational Funding</li> <li>• Pending outcome of review of City Employee Carpool Program, there may be a potential increase to level of subsidy for the program and/or provision of funding to support other sustainable travel modes.</li> <li>• Establish a performance-based procurement process for contracted hired equipment and trucking services.</li> </ul>



## CARIP/Carbon Neutral Progress Report Reporting Year 2014

### Supporting Documentation Contracted Emissions Template

<b>LOCAL GOVERNMENT</b>
City of Richmond 6911 No. 3 Road Richmond, BC V6Y 2C1
<b>PROJECT DESIGNATE</b>
Levi Higgs, Corporate Energy Manager, Sustainability & District Energy Direct 604-244-1239 <a href="mailto:lhiggs@richmond.ca">lhiggs@richmond.ca</a>
<b>RATIONALE</b>
<p>An estimation methodology for hired equipment contractor emissions is being utilized for 2014 since actual emissions for some contracts over \$25,000 have not provided fuel usage values.</p> <p>The City has identified four main contract areas that deliver traditional municipal services:</p> <ol style="list-style-type: none"> <li>1. Cascades Recovery Inc. and BFI provide recycling depot container collection and recycling services</li> <li>2. Sierra Waste Services provide residential solid waste and recycling services;</li> <li>3. BFI Canada Waste Management provides waste and recycling collection services at City facilities.</li> <li>4. Individual Hired Equipment.</li> </ol> <p>Contractor emissions associated with the delivery of traditional municipal services by Sierra Waste Services and BFI Canada Waste Management have been included in our mobile fleet emissions reporting spreadsheet, as fuel usage and vehicle type information was provided for 2014. Contractor emissions associated with the delivery of services by Cascades Recovery and Hired Equipment were estimated by from total hours driven.</p> <p>The hired equipment contracted emissions, with the exception of equipment used outside of the defined traditional service boundaries or for construction rather than maintenance activities, is listed in the table below by traditional service area.</p> <p>Option 3 is the estimation methodology used:</p> <ol style="list-style-type: none"> <li>1. Hired equipment records sorted to exclude out of scope contracts;</li> <li>2. City equipment operating records assessed to determine average consumption factors in litres per hour or kilometers driven for each equipment family;</li> <li>3. Consumption factors used to estimated fuel consumption for hired equipment;</li> <li>4. Environment Canada emissions factors applied to calculate GHG emissions.</li> </ol>

<b>CONTRACTED EMISSIONS</b> <b>Option 3: Vehicle/Equipment Type and Kilometers or Hours of Usage</b>	
<b>Traditional Service Area</b>	<b>Estimated Annual GHGs (tonnes)</b>
<b>Drinking, Storm and Wastewater</b>	<b>192</b>
<b>Solid Waste Collection, Transportation and Diversion</b>	<b>3.0</b>
<b>Roads and Traffic Operations</b>	<b>55</b>
<b>Parks, Recreation, Arts, and Cultural Services</b>	<b>60</b>
<b>Corporate Operations</b>	<b>2.0</b>
<b>Fire Protection</b>	<b>—</b>
<b>Total</b>	<b>312</b>



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Jim V. Young, P. Eng.  
Senior Manager, Project Development

**Date:** April 10, 2015  
**File:** 06-2052-55-01/Vol 01

Serena Lusk  
Senior Manager, Recreation & Sport

**Re:** **Minoru Complex Public Realm and Building Update**

### Staff Recommendation



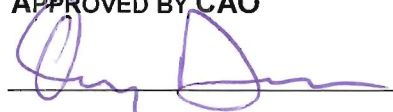
That the report, "Minoru Complex Public Realm and Building Update," dated April 10, 2015, from the Senior Manager, Project Development and Senior Manager, Recreation & Sport, providing additional information on the following topics related to the Minoru Complex be received for information:

1. The proposed trees on the east side of the Minoru Complex;
2. The placement of the multipurpose room and how to optimize it;
3. The proposed seating plans in the vicinity of the Minoru Complex; and
4. The proposed plans and configurations for the parking and bike path along Granville Avenue.

Jim V. Young, P. Eng.  
Senior Manager, Project Development  
(604-247-4610)

Serena Lusk  
Senior Manager, Recreation & Sport  
(604-233-3344)

Att. 2

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Transportation	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

On November 12, 2013, Council made the following resolution:

*The following Major Capital Facilities Program Phase 1 projects be endorsed and included in the City's 2014 budget process for Council consideration and described in the staff report titled, "Major Capital Facilities Program Phase 1," dated May 31, 2013 from the Director, Engineering:*

- a. *A co-located Aquatics and Older Adults' Centre at Minoru 2 Field in Minoru Park (as shown in Attachments 2 & 3) and described in the staff report titled, "Minoru Older Adults and Aquatic Centre Site Selection," dated October 30, 2013 from the General Manager, Community Services and the General Manager, Engineering & Public Works.*

Council subsequently approved the following items related to the project:

- a. Capital budget (December 9, 2013);
- b. Award of Architectural and Engineering Services (March 10, 2014);
- c. Public Engagement Plan – including establishment of stakeholder and Building Advisory Committees (March 10, 2014);
- d. Guiding principles and program and space allocation (July 28, 2014);
- e. Minoru Complex Floor Plan and Preliminary Form/Character (October 27, 2014);
- f. Minoru Complex Public Realm Concept Design (February 24, 2015).

Work has been ongoing in terms of all elements of the project since Council's approvals were received.

When Council adopted the Minoru Complex Public Realm Concept Design in February, the following referral was introduced:

*That staff provide more information on*

- (i) *the trees on the east side of the Minoru Complex*
- (ii) *the placement of the multipurpose room and how to optimize it*
- (iii) *the seating plans in the vicinity of the Minoru Complex, and*
- (iv) *the plans and configurations for the parking and bike path along Granville Avenue and report back*

The purpose of this report is to present Council with a response to the aforementioned referral.

## **Analysis**

On February 24, 2015, Council approved the Minoru Complex Public Realm Concept Design with the understanding that staff would provide more information about certain public realm and building components. The project team has since been working through a process with the consulting team, subject matter experts and stakeholder committees to ensure that all the required information is provided.

### Referral 1 - More information on the trees on the east side of the Minoru Complex

The proposed trees along the east side of the Minoru Complex are an important part of the Minoru Park Public Realm Plan as they line the park's primary north-south pedestrian connection between Granville Avenue and the middle of the park. Notwithstanding the importance of these trees, Richmond Sports Council expressed concern regarding the possibility that new trees will obscure views from the new Minoru Complex's east side balcony to the Minoru Oval. To address this concern, a 50 metre long zone is proposed for the space between the new Minoru Complex and the Minoru Oval in which there will be no trees as shown in Attachment 1. This zone will result in unobstructed views from the balcony to the Minoru Oval. Further, these views will be more extensive and more centrally provided than views of Minoru Oval from the former Minoru Pavilion.

Staff will proceed with updating the concept design to prepare detailed landscape plans that ensure the view corridor to the Minoru Oval is maintained. Landscape maintenance is also an important consideration for staff to ensure a safe premises for the general public around the Minoru Complex and in particular the east side where the plazas and Minoru Oval are located.

### Referral 2 - More information on the placement of the multipurpose room and how to optimize it

The Minoru Complex floor plans and building form/character, including the location of the multipurpose room intended to replace the approximately 2,300 ft<sup>2</sup> multipurpose room in the Minoru Pavilion, was approved at the October 10, 2014 Council meeting. Staff proceeded to complete the design development to the fine detail level immediately following the October Council meeting. The preparation of construction issue/building permit drawings is currently underway and the first construction package (foundation and slab on grade) is scheduled to be tendered by the first week of August 2015.

The overall floor plan area approved by Council is 110,000 ft<sup>2</sup>. This multipurpose room is part of approximately 20,000 ft<sup>2</sup> of multipurpose space in the overall complex.

Staff have been in the process of detailed design of the Minoru Complex for approximately 6 months, following approval of the floor plans in October 2014. Construction is ongoing with ground densification currently in progress and the next major tender package (construction of the below grade items, primarily the foundation and slab on grade) is scheduled for this summer.

Staff completed an in-depth review of other multipurpose room location/configuration possibilities and identified three additional options.



The base option proposes no changes to the multipurpose room or overall Minoru Complex area as approved by Council at the October 10, 2014 meeting.

Option 1 proposes moving a 2,300 ft<sup>2</sup> multipurpose room from its current location adjacent to the fitness room in its entirety to the northeast corner of the Minoru Complex. This option is estimated to increase the cost of constructing the Minoru Complex by approximately \$500,000 plus re-design fees and will extend project completion by approximately 3 months. Funds are available within the project contingency to accommodate this change, thus no additional project funds are required.

Option 2 proposes splitting the current multipurpose room whereby one smaller room is located at the northeast corner and the rest of the space remains at the location previously approved by Council. This option is estimated to increase the cost of constructing the Minoru Complex by approximately \$200,000 plus re-design fees and will extend project completion by approximately 3 months. Funds are available within the project contingency to accommodate this change, thus no additional project funds are required.

Option concept plans are provided in Attachment 2.

#### Referral 3 - More information on the seating plans in the vicinity of the Minoru Complex

The Minoru Public Realm Plan envisions a variety of seating around three sides of the Minoru Complex and near the drop off area. For the area between the new Minoru Complex and the Minoru Oval, a combination of permanent and portable seating is proposed. Taking advantage of the 1.3 metre elevation difference between the new Minoru Complex's east terrace and the Minoru Oval, a variety of permanent seating will be constructed including terraced seat walls, seat steps and park benches that can accommodate approximately 400 people.

During specific events such as school track meets, portable bleachers will be installed along the west side of the Oval and provide approximately 1200 seats, which exceeds the current capacity (approximately 1000) of the existing west side bleachers. For most of the year, when seating demand is relatively low and the portable bleachers are not required, not having permanent bleachers will make the connection between the Minoru Complex and Minoru Oval more seamless. The portable bleachers will also be available for events in the park such as cricket matches and elsewhere in the City for special events.

#### Referral 4 - More information on the plans and configurations for the parking and bike path along Granville Avenue

While there are co-ordination opportunities, the option to create parking on Granville Avenue is a distinct and separate initiative from the Minoru Complex project.

Granville parking is being considered by staff as a separate opportunity to implement traffic calming and bicycle/pedestrian improvement. The additional parking that can be created is not critical for the Minoru Complex project, but provides a good opportunity for an additional buffer at peak times such as major events. It is anticipated that a future report to Council will be

prepared to address Granville Avenue plans and configurations through to the Railway Avenue corridor.

The current parking plan, as highlighted in the February 24, 2015 report to Council, meets the Minoru Complex parking needs without the addition of Granville Avenue parking.

Specifically, modifications/additions to the existing parking area and the opportunity to create new parking at the existing Aquatic Centre site following demolition, subject to Council approval, meets industry standards for parking demand and has the ability to meet or exceed a 15% to 20% buffer. While the existing public pay parking at Gateway Theatre has not been included in the total parking count thus far, it will serve as an added benefit given the proximity of the newly relocated sports fields. There are currently 129 public parking stalls at the Gateway Theatre site; approximately 9 of which would be remaining to supply Minoru Complex needs during peak times.

Staff will also proceed to implement, as part of the Minoru Complex project, the following items that were discussed during the public consultation process:

- A new pedestrian controlled crossing on Granville Street located in front of the new Minoru Complex.
- Resting areas included in the medians at the Minoru Gate and the new pedestrian crossing in front of the Minoru Complex.
- One new covered bus stop added in front of the Minoru Complex.

#### Public Engagement Process and Results

As outlined in the public engagement plan for the Minoru Complex, there are strategic points in the design process when stakeholder input is warranted. As the referral issues primarily impact two specific stakeholder groups, Richmond Fitness and Wellness Association (RFWA) and Richmond Sports Council (RSC), a meeting was held with representatives from these groups to receive their input.

In regards to sight lines, RSC prefers an option that includes both east and north balconies as this provides views both north and east and is an improvement from what existed at Minoru Pavilion. While they recognized the changes that had been made to the location and types of trees in response to their previous input, they still requested that consideration be given to not use deciduous trees and/or to keep the tree height to five feet or below. The field users recognized that the seating was more than currently provided; however, concern was expressed that the portable bleachers were too close to the long jump pits.

After a lengthy discussion regarding multipurpose room location options and the seating and site lines, both RSC and RFWA recognized that their primary priorities are contradictory and therefore, none of the options presented is an ideal solution for both groups. RSC representatives prefer Option 1 with a multipurpose room located at the north end of the building adjacent to the north plaza with views to Minoru 3/Latrace Field. RFWA prefers the Base Option whereby the

multipurpose room is located on the east side of the building, adjacent to the weight room and yoga studio and surrounded by the large wrap-around balcony.

The two groups proposed a hybrid option that was felt to be a reasonable compromise by both groups. The proposed compromise is presented as Option 2, by combining the east multipurpose room with the adjacent multipurpose room so that the size of the room is adequate for large fitness classes and tournament support.

#### Advisory Committee Input

Following the meeting with stakeholders, a meeting was held with the Minoru Major Facility Stakeholder Advisory Committee and Major Facility Building/Project Technical Advisory Committee ("the Committees").

The Committees discussed the options presented at their April 9, 2015 meeting. A description of the advice provided by the Committee members follows below.

#### Location of Multipurpose Room

The consensus of the group was that the Base Option is the preferred option.

#### Sight Lines and Trees

The Committees were supportive of trees on site and noted that the protection of sight lines through view cones was a reasonable compromise for the various users. Staff noted that concerns regarding leaves on fields could be addressed through careful choice of species and appropriate on-site maintenance practices.

#### Seating

The proposed seating provides permanent seating for approximately 400 people and the portable seating can accommodate almost 1,200 people, which is a significant improvement over the existing bleachers. In response to comments, staff noted that several portable bleachers can be safely stored on site near the caretakers suite (with others stored at the Works Yard), that the bleachers are easily moved to various locations including the cricket pitch and that attention will be given to ensuring seating is both accessible and comfortable.

#### Granville Avenue Parking and Bike Path

A number of comments were received regarding the options presented for the parking and bike path along Granville Avenue, including the need to ensure a safe separation of pedestrians and cyclists. It was also noted that cyclists' needs vary between commuters, recreational bikers, and young riders. In general, the Committees were supportive of improving the frontage along Granville Avenue with both bike and pedestrian lanes; however, they needed to understand the connection all the way to the Railway corridor.

### **Next Steps**

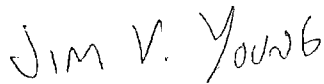
Completion of detailed design drawings and commencement of construction tendering for the Minoru Complex is scheduled in Summer 2015 with the open space and public realm construction to occur near the end of the project.

### **Financial Impact**

None. All the options presented in this report can be accommodated within Council approved funding for the Minoru Complex project.

### **Conclusion**

The design on the Minoru Complex and associated public realm is proceeding. Additional information on key topics identified by Council has been provided in order to provide more clarity around trees, seating, optimization of the multi-purpose room, and parking and the bike path along Granville Avenue.

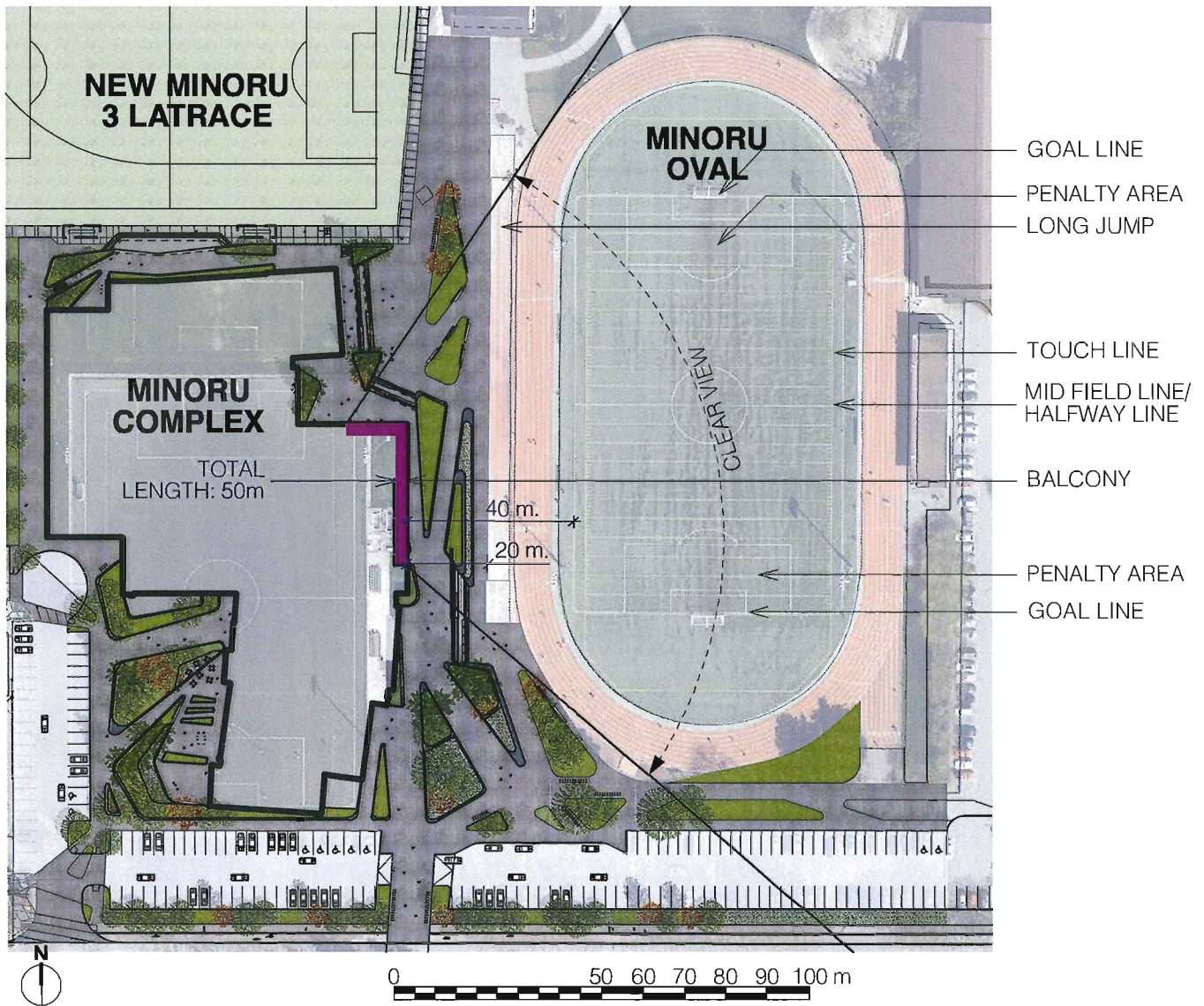


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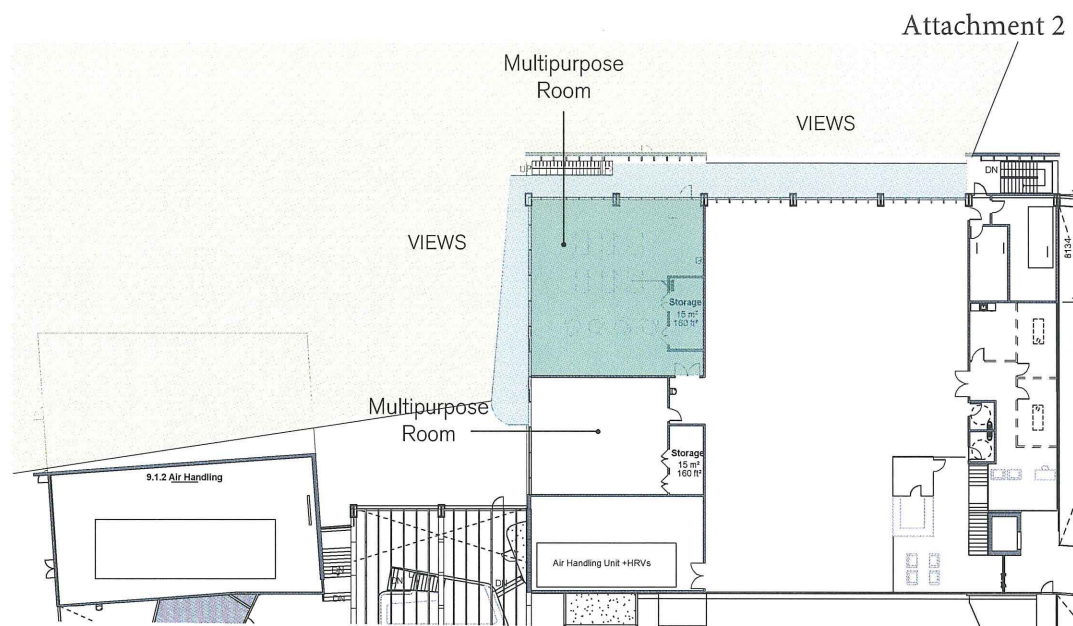
Serena Lusk  
Senior Manager, Recreation & Sport  
(604-233-3344)

Att. 1: Minoru Complex sight lines to Minoru Oval  
2: Minoru Complex multipurpose room analysis

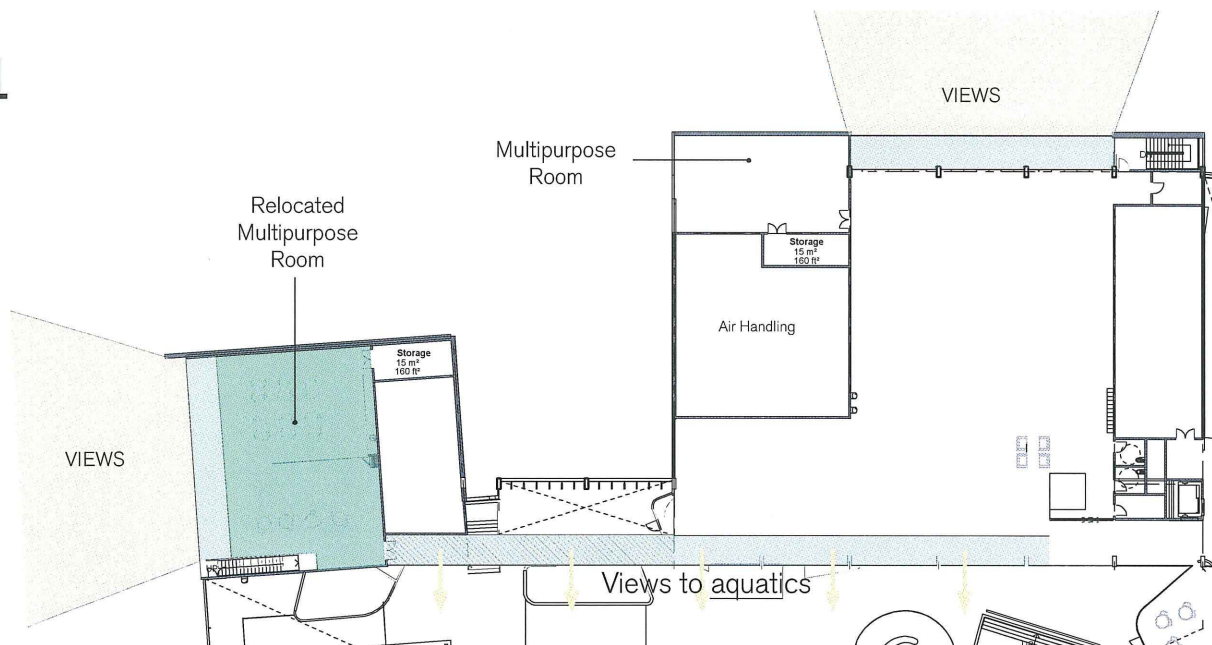




## Base Option



## Option 1



## Option 2

