



City of Richmond

Notice and Agenda of Special Council Meeting

Public Notice is hereby given of a Special meeting of Council duly called in accordance with Section 126 of the *Community Charter*, to be held on:

Date: Wednesday, December 17, 2025
Time: 4:00 p.m.
Place: Anderson Room
Richmond City Hall
6911 No. 3 Road

Public Notice is also hereby given that this meeting may be conducted by electronic means and that the public may hear the proceedings of this meeting at the time, date and place specified above.

The purpose of the meeting is to consider the following:

CALL TO ORDER

RECESS FOR PUBLIC WORKS AND TRANSPORTATION
COMMITTEE AND PARKS, RECREATION AND CULTURAL
SERVICES COMMITTEE (OPEN and CLOSED) AND SPECIAL
CLOSED COUNCIL

RECONVENE FOLLOWING PUBLIC WORKS AND
TRANSPORTATION COMMITTEE AND PARKS, RECREATION
AND CULTURAL SERVICES COMMITTEE (OPEN and
CLOSED) AND SPECIAL CLOSED COUNCIL

**CNCL – 1
(Special)**

Special Council Agenda
Wednesday, December 17, 2025

Pg. # ITEM

MINUTES

1. *Motion to:*
adopt the minutes of the Regular Council meeting held on December 8, 2025. (distributed separately)

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AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

2. *Motion to resolve into Committee of the Whole to hear delegations on agenda items.*

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3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS.

4. *Motion to rise and report.*

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RATIFICATION OF COMMITTEE ACTION

Special Council Agenda
Wednesday, December 17, 2025

Pg. # ITEM

COMMUNITY SAFETY COMMITTEE

5. AWARD OF CONTRACT 8412P FOR A JOINT MOBILE COMMAND UNIT

(File Ref. No. 09-5140-01) (REDMS No. 8180535)

CNCL-8

See Page CNCL-8 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

- (1) That Contract 8412P for a Mobile Command Unit be awarded to Intercontinental Truck Body (B.C.) Inc. for a total cost of \$1,347,325 excluding taxes as described in the report titled “Award of Contract 8412P for a Joint Mobile Command Unit” dated November 10,2025, from the Fire Chief of Richmond Fire-Rescue and the Officer in Charge of the Richmond RCMP; and*
- (2) That the Chief Administrative Officer and General Manager of Law and Community Safety be authorized to execute the contract and all related documentation with Intercontinental Truck Body (B.C.) Inc.*

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6. HOSPITAL WAIT TIMES FOR RCMP OFFICERS

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

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That a letter be written to the Board Chair and President and Chief Executive Officer of Vancouver Coastal Health outlining information with respect to excessive wait times for individuals arrested under the Mental Health Act by Richmond RCMP, and proactively look at solutions.

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Special Council Agenda
Wednesday, December 17, 2025

Pg. # ITEM

GENERAL PURPOSES COMMITTEE

7. BUILDING OUR FUTURE TOGETHER: SOCIAL DEVELOPMENT STRATEGY (2025–2035)

(File Ref. No. 08-4055-01) (REDMS No. 8214348)

RECOMMENDATION to be forwarded from the Open General Purposes Committee meeting.

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8. BILL M216, PROFESSIONAL RELIANCE ACT

(File Ref. No. 12-8360-01) (REDMS No. 8239577)

RECOMMENDATION to be forwarded from the Open General Purposes Committee meeting.

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9. DRAFT RICHMOND TOURISM MASTER PLAN 2035

(File Ref. No. 08-4150-03-01) (REDMS No. 8209758)

RECOMMENDATION to be forwarded from the Open General Purposes Committee meeting.

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10. RICHMOND CELEBRATES SOCCER – SCHEDULE AND FUNDING ALLOCATIONS

(File Ref. No. 11-7400-20-FIFA1) (REDMS No. 8217030)

RECOMMENDATION to be forwarded from the Open General Purposes Committee meeting.

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Special Council Agenda
Wednesday, December 17, 2025

Pg. # ITEM

PLANNING COMMITTEE

**11. HOUSING AGREEMENT AMENDMENT APPLICATION FOR 5766
AND 5788 GILBERT ROAD**

(File Ref. No. 08-4057-05) (REDMS No. 8226870)

RECOMMENDATION to be forwarded from the Open Planning Committee meeting.

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PUBLIC WORKS AND TRANSPORTATION COMMITTEE

**12. TRANSLINK 2026 COST-SHARE FUNDING APPLICATIONS –
TRANSPORTATION PROJECTS**

(File Ref. No. 01-0154-04) (REDMS No. 8180311)

RECOMMENDATION to be forwarded from the Open Public Works and Transportation Committee meeting.

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**PARKS, RECREATION AND CULTURAL SERVICES
COMMITTEE**

**13. PUBLIC-FACING NAME OF JAPANESE FISHERMEN'S
BENEVOLENT SOCIETY BUILDING – 3811 MONCTON STREET**

(File Ref. No. 11-7141-01) (REDMS No. 6623702)

RECOMMENDATION to be forwarded from the Open Parks, Recreation and Cultural Services Committee meeting.

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Special Council Agenda
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ITEM

14. **HERITAGE ALTERATION PERMIT APPLICATION AT 3811 MONCTON STREET (JAPANESE FISHERMEN'S BENEVOLENT SOCIETY BUILDING)**

(File Ref. No. HA 25-026393) (REDMS No. 8220478)

RECOMMENDATION to be forwarded from the Open Parks, Recreation and Cultural Services Committee meeting.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-14

Road Closure and Removal of Road Dedication (Portion of Road Adjacent to 8620, 8640 and 8660 Spires Road) **Bylaw No. 10625**
Opposed at 1st/2nd/3rd Readings – None.



CNCL-16

Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996, Amendment **Bylaw No. 10677**
Opposed at 1st/2nd/3rd Readings – None.



CNCL – 6
(Special)

Special Council Agenda
Wednesday, December 17, 2025

Pg. #

ITEM

ADJOURNMENT



A handwritten signature in cursive script, appearing to read "Claudia Jesson", written over a horizontal line.

Claudia Jesson
Corporate Officer



City of Richmond

Report to Committee

To: Community Safety Committee

Date: November 10, 2025

From: Jim Wishlove
Fire Chief

File: 09-5140-01/2025-Vol
01

Dave Chauhan
Chief Superintendent, Officer in Charge

Re: Award of Contract 8412P for a Joint Mobile Command Unit

Staff Recommendations

1. That Contract 8412P for a Mobile Command Unit be awarded to Intercontinental Truck Body (B.C.) Inc. for a total cost of \$1,347,325 excluding taxes as described in the report titled "Award of Contract 8412P for a Joint Mobile Command Unit" dated November 10, 2025, from the Fire Chief of Richmond Fire-Rescue and the Officer in Charge of the Richmond RCMP; and
2. That the Chief Administrative Officer and General Manager of Law and Community Safety be authorized to execute the contract and all related documentation with Intercontinental Truck Body (B.C.) Inc.

Jim Wishlove
Fire Chief
(604-303-2715)

Dave Chauhan
Chief Superintendent, Officer in Charge
(604-204-4033)

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

Staff Report

Origin

A mobile command unit (MCU) is an emergency response vehicle equipped with advanced technology and communication systems that serve as a mobile hub for managing emergencies and large-scale events. It acts as a command and control center in the field, providing a workspace for personnel to coordinate responses, communicate with other units, and access critical data and systems from a single, mobile location. MCUs are used by law enforcement, fire departments, and other emergency services for a wide range of situations, including natural disasters, accidents, and planned public events.

Richmond has deployed one MCU in its emergency response and management history. That unit was a multi-purpose mobile command unit managed by the Richmond RCMP. Historic examples of larger events in the City show the need for combined command and control teams to manage larger issues including; localized flood events, large area impacts, multi-victim emergencies and fires and emergencies with the potential for large-scale impact and the movement of evacuees.

Recognizing this need and the excellent collaboration between the Richmond RCMP and RFR, Council provided direction to staff to undertake a procurement process for the purchase of a MCU to support and co-manage large emergency events and to provide support at planned public events such as the Steveston Canada Day Festival and Maritime Festival.

This report provides a summary of the procurement process undertaken by staff and seeks approval to award Contract 8412P for one Mobile Command Unit to service the City to be operated jointly by the Richmond Detachment RCMP and Richmond Fire-Rescue (RFR).

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

Community safety and preparedness through effective planning, strategic partnerships and proactive programs.

3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.

3.3 Ensure the community is collectively prepared for emergencies and potential disasters.

2.1 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.

Key objectives of the procurement process were to confirm the following:

- Environment Capability - Ensure capacity to operate reliably across varied terrains and climates, including dense urban cores, rural zones, and during extreme weather events;
- Personnel Safety - Enhance safety considerations of personnel during field operations;

- Workflow Efficiency - Provide an optimal workflow for incident command personnel and Emergency Vehicle Technicians maintenance staff;
- Ergonomics and Injury Mitigation - Modernize ergonomics and considerations with the intent to improve functionality while mitigating injury; and
- Engine and Power Supply - Identify the best engine, operating propulsion systems suitable for austere deployment and ongoing medium and long-term utilisation.
- Establish redundancy of off-grid communication systems to guarantee operational continuity and effective coordination during natural disasters, other significant emergency events and public communication network failures.

Analysis

Procurement Process

To achieve best value for the City, a procurement process was undertaken to solicit proposals from established and capable suppliers.

The City posted a RFP for the to BC Bid on the 12th of May 2025. The RFP outlined the City's requirements for the supply of a MCU, detailing technical specifications and service level expectations. The project scope also includes the provision of training, support, warranties and spare parts over a multi-year timescale.

Proponents were required to submit financial and operational proposals based on product requirements and to demonstrate how they would incorporate circular procurement and sustainability in the design of the unit and the process.

The RFP advised proponents that the procurement process would be based on a two-phase evaluation process where the first phase consisted of scored evaluation of the proposals received and phase two would take the form of an interview, a product demonstration and customer references.

Two submissions were received by the stated closing date of 27th June 2025 from the following proponents:

- Commercial Emergency Equipment Co.
- Intercontinental Truck Body (B.C.) Inc.

Review and Evaluation

The submitted proposals were evaluated by the City, including RFR, Public Works Operations and RCMP staff.

Phase 1 Evaluation

The first evaluation phase involved independent analysis of each proposal and a scored review against the following pre-determined criteria:

- Schedule of Prices to include Total Cost of Ownership Analysis,

- Ability to meet Detailed Specifications,
- Innovation and Suggestion for Current and Future Technology Capabilities
- Cost-savings Options,
- Financial Stability of the Company,
- Demonstration of Understanding of Richmond's Needs and Expectations, and
- Circular Economy, Sustainability and Environmental Considerations

Table 1 – Evaluation Summary of Bid Submissions – Phase 1

Proponent	Price	Evaluation Score after Phase 1
Commercial Emergency Equipment Co.	\$1,806,350	55.68
Intercontinental Truck Body (B.C.) Inc.	\$1,347,325	82.62

Phase 2 Evaluation

Upon concluding Phase 1, both Commercial Emergency Equipment Co and Intercontinental Truck Body (B.C.) Inc. were shortlisted to participate in Phase 2 of the evaluation process, which involved a vendor interview, demonstration and responses to direct questions posed in the RFP.

Table 2 – Evaluation Summary of Bid Submissions – Phase 2

Proponent	Evaluation Score	Total Phase 1 + Phase 2 Evaluation Score (out of 200)	Status
Commercial Emergency Equipment Co.	66.80	122.48	Not Recommended
Intercontinental Truck Body (B.C.) Inc.	76.24	158.86	Recommended

Staff also assessed the experience of both companies, capacity, mark-up on parts, customer references, sustainability and how the proposed models would align with operational needs.

The proposal submitted by Intercontinental Truck Body (B.C.) Inc. (ITB BC) was the lowest price submission that met all operational specifications for the unit and received the highest overall evaluation score.

ITB B.C. is a locally owned and managed company based in Surrey, B.C., using Canadian labour and technical expertise. They provided a well-supported rationale for selecting a diesel-powered configuration as the most operationally reliable and cost-effective propulsion system for extended emergency operations, infrastructure compatibility, and long-term serviceability. Staff actively explored the possibility of integrating a Battery Electric Vehicle (BEV) unit. However, due to financial and operational constraints, it was determined that this option would not adequately meet the needs of the user group. Staff remain committed to identifying and

incorporating environmentally responsible features during the buildout phase to align with City policies and sustainability goals.

ITB B.C.'s submission provided for enhanced movement and operations in an urban setting such as; providing more options for Richmond-specific configuration and a high quality provision of ongoing training and support service levels. These outcomes will benefit staff utilisation as well as vehicle movement in densely developed areas of Richmond.

ITB BC's design of the apparatus is oriented with personnel ergonomics and safety factors in the forefront, which facilitates safe access and egress and will potentially reduce injury of personnel. In addition, they have committed to deliver the unit to the City within one year of a negotiated contract in-place.

Other Considerations

Recent trends in the usage and deployment of (MCUs) include integrating artificial intelligence (AI) and automation integration, the use of drones for aerial command and surveillance, and the development of modular, scalable designs. There has also been a recent shift toward 5G and satellite connectivity for faster, more reliable data transmission during emergency responses, and the emergence of hybrid virtual and physical command centers.

By following regular, recommended maintenance and appropriate deployment the average lifespan of a MCU may exceed 15 years. The technology and communications systems and equipment will typically require upgrading within a 7 to 10 year time span as trends show a need for updates and adaptation to the emergency and command environments during the lifecycle of the asset.

The submitted design specifications from ITB (B.C.) Inc. have incorporated open platforms which will allow for upgrades, growth and the incorporation of evolved technology over the lifespan of the unit. In particular, the City was intentional on incorporating the potential use of drone technology and cameras into the data and communications platforms that the vehicle will support.

Award Recommendation

As a result of the RFP process, staff concluded that the submission by ITB BC met the City's stated specifications in the RFP and represented overall best value. The submission received reflected the lowest price quotation and offers the highest overall value by meeting the City's technical and operational requirements, offering a shorter delivery timeline, and demonstrating clear contractual alignment and is therefore recommended.

The submission from ITB BC provided a fixed labour cost for the project based on the timeline outlined in the City's specification, and the adherence to the labour costs will be supported in the contract.

Due to the unique design and deployment of this type of vehicle within the emergency response and management environment, additional outfitting may be required during the construction

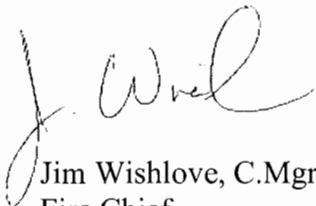
process to meet identified operational needs. These requirements may include outfitting modifications, supplies, and spare parts deemed necessary.

Financial Impact

The total cost to award Contract 8412P to Intercontinental Truck Body (B.C.) Inc. is estimated at \$1,347,325 excluding taxes. Funding for this unit is available within the Council approved 2024 Public Safety Mobile Command and Communication Centre Capital Budget of \$1,815,000. Any unused funding from the Council approved budget would be returned to the original funding source.

Conclusion

Staff recommend that Contract 8412P –Mobile Command Unit be awarded to Intercontinental Truck Body (B.C.) Inc. for a total value of \$1,347,325 excluding taxes.

A handwritten signature in black ink, appearing to read 'J. Wishlove', is positioned above the printed name and title.

Jim Wishlove, C.Mgr.
Fire Chief
(604-303-2715)

JW:jw



City of Richmond

Bylaw No. 10625

Road Closure and Removal of Road Dedication Bylaw No. 10625 (Portion of Road Adjacent to 8620, 8640 and 8660 Spires Road)

The Council of the City of Richmond enacts as follows:

1. The lands legally described as that part of Spires Road dedicated by Plan 21489 Sections 9 and 10 Block 4 North Range 6 West New Westminster District, shown outlined in bold on the Reference Plan EPP142108 prepared by Johnson C. Tam., attached as Schedule A, shall be stopped up and closed to traffic, cease to be a public road and the road dedication shall be removed; and
2. This Bylaw is cited as “**Road Closure and Removal of Road Dedication Bylaw No. 10625 (Portion of Road Adjacent to 8620, 8640 and 8660 Spires Road)**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

FEB 10 2025

FEB 10 2025

FEB 10 2025

CITY OF RICHMOND
APPROVED for content by originating dept.
<i>[Signature]</i>
APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER

RZ 22-023633

REFERENCE PLAN TO ACCOMPANY THE CITY OF RICHMOND
ROAD CLOSING AND REMOVAL OF ROAD DEDICATION BYLAW NO.

PLAN EPP142108

SECTIONS 9 AND 10 BLOCK 4 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT

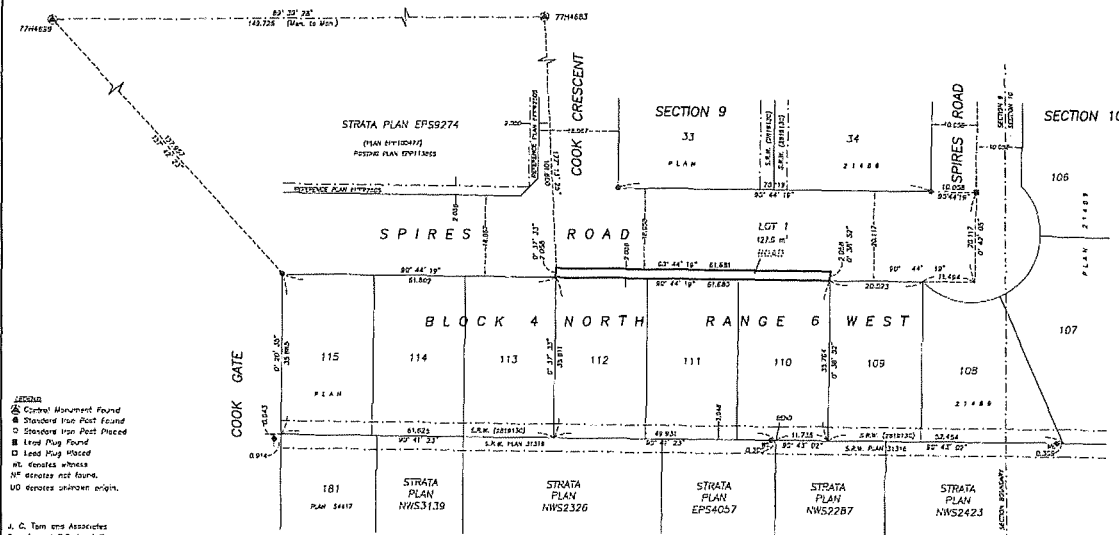
BCGS 92G.015
PURSUANT TO SECTION 120, LAND TITLE ACT AND SECTION 40, COMMUNITY CHARTER

NAD83 (CSRS) 4.0.0.GC.1.WVD UTM ZONE 10 COORDINATES				
CON	NORTHING	EASTING	CONVERSION FACTOR	ABSOLUTE ACCURACY
7744553	5445163.429	490734.612	0.999640	0.01
7744598	5445167.825	490604.944	0.999541	0.01

This play lies within the Metro Vancouver Regional District.



0 5 10 20 30 40
ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE INDICATED
THE INTENDED PLOT SIZE OF THIS PLAN IS 560mm WIDTH BY 432mm IN HEIGHT (C SIZE) WHEN PLOTTED AT A SCALE OF 1 : 500



LEGEND
 (A) Control Monument Found
 (S) Standard Iron Post Found
 (P) Standard Iron Post Placed
 (M) Lead Plug Found
 (D) Lead Plug Placed
 NL denotes witness
 NF denotes not found.
 UD denotes unknown origin.

J. C. Tom and Associates
Cenozo and B.C. Lord Surveyors
115 - 8833 Delia Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8228
Fax: 214-8223
E-mail: office@jctom.com
Website: www.jctom.com
Job No. 7962
Drawn By: KA

Grid bearings are derived from associations between genetic control markers 77n4623 and 77n4590 and

This site shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.99214043. The average combined factor has been determined based on geodetic control measurements 77H4853 and 77H4089.

Notes:
This plot shows one or more witness posts
which are not set on the true corners.

The ISTM coordinates and estimated absolute accuracy achieved are derived from the MASCOT published coordinates and standard deviations for geodetic control monuments 77H4283 and 77H4693.

This plan lies within the jurisdiction of
the Approving Officer for City of Richmond

This plan was with Integrated Survey Area No. 10,
RICHMOND, MADEJ (CSRS) 4.0.0.5C.1.MAY93

The last survey referenced by
this plan was completed on
the 22 day of August, 2025.
NATIONAL C. 734, 8015 713



City of Richmond

Bylaw 10677

Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996, Amendment Bylaw No. 10677

The Council of the City of Richmond enacts as follows:

1. **Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996**, is hereby amended as set out in Schedule 1 to this Bylaw, and the Mayor and City Clerk for the City of Richmond are authorized to execute and deliver the housing agreement amendment agreement, substantially in the form set out as Schedule 1 to this Bylaw, with the owner of the lands legally described therein.
2. This Bylaw is cited as “**Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996, Amendment Bylaw No. 10677**”.

FIRST READING

DEC 08 2025

SECOND READING

DEC 08 2025

THIRD READING

DEC 08 2025

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating Division <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

MAYOR

CORPORATE OFFICER

SCHEDULE 1

**To Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996,
Amendment Bylaw No. 10677**

**AMENDMENT TO HOUSING AGREEMENT BETWEEN RICHMOND KIWANIS
SENIOR CITIZENS HOUSING SOCIETY AND THE CITY OF RICHMOND**

AMENDMENT TO AFFORDABLE HOUSING AGREEMENT
(Section 483 Local Government Act)

THIS AMENDMENT is dated for reference 6th day of June, 2025.

BETWEEN:

RICHMOND KIWANIS SENIOR CITIZENS HOUSING SOCIETY (Incorporation No. **S-0005770**), a society duly formed under the laws of the Province of British Columbia and having its office at 200 - 8171 Cook Road, Richmond, BC, V6Y 3T8

(the “**Owner**”)

AND:

CITY OF RICHMOND, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia V6Y 2C1

(the “**City**”)

WHEREAS:

- A. The Owner is the owner of the Lands (as hereinafter defined);
- B. The Owner and the City are party to a Housing Agreement dated for reference February 8, 2013 (the “**Original Agreement**”) to provide for affordable housing, pursuant to the Affordable Housing Strategy, on the Lands, which was approved by Council for the City under Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996;
- C. The Owner and the City have agreed to amend the Original Agreement in accordance with the terms and conditions of this Amendment,

NOW THEREFORE in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

- 1.1 Capitalized terms not otherwise defined in this Amendment shall have the meanings ascribed to them under the Original Agreement.
- 1.2 The Original Agreement is hereby amended as follows:
 - (a) inserting the following new definitions in Section 1.1, in alphabetical order, and renumbering the remaining sections accordingly:

“**CMHC**” means the Canada Mortgage and Housing Corporation or its successor in function;

Housing Agreement (Section 483 *Local Government Act*)
Kiwani Towers – 7378 and 7388 Gollner Avenue
Housing Agreement Bylaw No. 8996, Amendment Bylaw No.10677

8072388

"CMHC Average Rental Rates" means the most recent CMHC average market rent per month, reported through the annual CMHC Rental Market Survey, for the City of Richmond and applicable to the unit type and number of bedrooms, based on the rates available at the time a Tenant enters into a Tenancy Agreement, provided that if the number of bedrooms in a unit exceeds three, then such CMHC average market rent applicable to "3 Bedroom +" shall apply;"

- (b) deleting the definitions of "Eligible Senior Couple", and "Eligible Senior Individual" and replacing them with the following:

"Eligible Senior Couple" means two person, both of whom are able to manage their own personal care, have the capacity to walk and are not bedridden, living in a spousal relations one of whom is 60 years of age or older and who together have a cumulative gross annual income equal to or less than the amount calculated, from time to time, by the following formula:

- A) 70% of the then current CMHC Average Rental Rate for a one-bedroom apartment, multiplied by 12 and then divided by 0.25,

provided however that:

- B) if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Dwelling Unit by such Eligible Senior Couple, such cumulative gross annual income for such Eligible Senior Couple shall be the cumulative gross annual income for such Eligible Senior Couple for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and
- C) in the absence of obvious error or mistake, any calculation by the City of an Eligible Senior Couple's permitted cumulative gross annual income in any particular year shall be final and conclusive.

For greater certainty, notwithstanding the foregoing, an Eligible Senior Couple includes any person who was resident of the Fromer Lands as at August 1, 2011, and any person who was a resident of the Lands as at September 1, 2025;

"Eligible Senior Individual" means a person 60 years of age or older who is able to manage their own personal care, has the capacity to walk and is not bedridden, and who has a gross annual income equal to or less than the amount calculated, from time to time, by the following formula:

- A) 70% of the then current CMHC Average Rental Rate for a one-bedroom apartment, multiplied by 12 and then divided by 0.25,

provided however that:

- B) if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Dwelling Unit by such Eligible Senior Couple, such cumulative gross annual income for such Eligible Senior Couple shall be the cumulative gross annual income for such Eligible Senior Couple for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and
- C) in the absence of obvious error or mistake, any calculation by the City of an Eligible Senior Couple's permitted cumulative gross annual income in any particular year shall be final and conclusive.

For greater certainty, notwithstanding the foregoing, an Eligible Senior Individual includes any person who was resident of the Former Lands as at August 1, 2011 and any person who was a resident of the Lands as at September 1, 2025;”

- (c) deleting the definition of “Permitted Rent” and replacing it with the following:

““**Permitted Rent**” means:

- A) an amount which does not exceed 70% of the then current CMHC Average Rental Rate for a one-bedroom apartment, as of the time an Eligible Senior enters into a Tenancy Agreement,

provided that:

- B) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Rental Unit is occupied by the Eligible Senior under the Tenancy Agreement; and
- C) in the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;”;
- (d) deleting subsection 3.2(c) and replacing it with the following:

“(c) the monthly rent payable by a Tenant for the right to occupy an Affordable Rental Unit must not exceed the Permitted Rent;”

(e) deleting the words and numbers “Section 905” where they appear and replacing them with “Section 483”;

(f) inserting the following as new Section 3.5:

“3.5 Subject to the requirements of the Residential Tenancy Act, the Owner will ensure that each Tenancy Agreement:

(a) includes the following provision:

“By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the “City”) and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City’s Affordable Housing Strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant’s occupation of the Affordable Rental Unit:

(i) a statement of the total, gross annual income, once per calendar year, from all sources (including but not limited to employment, disability, retirement, and investment) of all occupants who reside in the Affordable Rental Unit;

(ii) the number of occupants of the Affordable Rental Unit; and

(ii) the number of occupants of the Affordable Rental Unit who are 60 years of age or older;

(b) defines the term “Landlord” as the Owner of the Affordable Rental Unit; and

(c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Rental Unit to comply with this Agreement.”;

(g) replacing Schedule A to the Original Agreement with Appendix A attached hereto; and

(h) deleting Schedule B from the Original Agreement.

1.3 From and after the date written above, this Amendment will be read and construed along with the Original Agreement and the covenants, terms, conditions, and agreements

Housing Agreement (Section 483 *Local Government Act*)
Kiwanis Towers – 7378 and 7388 Gollner Avenue
Housing Agreement Bylaw No. 8996, Amendment Bylaw No.10677

contained in the Original Agreement will continue in full force and effect other than as modified by this Amendment, and the parties hereto ratify and affirm the Original Agreement as modified by this Amendment.

- 1.4 The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.
- 1.5 This Agreement does not:
 - (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
 - (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
 - (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
 - (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.
- 1.6 If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.
- 1.7 Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.
- 1.8 Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.
- 1.9 If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

[remainder of page intentionally blank]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

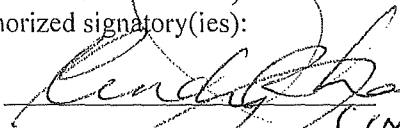
**RICHMOND KIWANIS SENIOR
CITIZENS HOUSING SOCIETY**

(Incorporation No. S-0005770)

by its authorized signatory(ies):

Per:

Name:


CINDY CHAN

Per:

Name:


PETER SO

CITY OF RICHMOND

by its authorized signatory(ies):

Per:

Malcolm D. Brodie, Mayor

Per:

Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)

APPENDIX A TO AMENDMENT TO HOUSING AGREEMENT

SCHEDULE A to Housing Agreement

STATUTORY DECLARATION (Affordable Housing Units)

)	IN THE MATTER OF Unit Nos. _____ - _____
)	(collectively, the "Affordable Housing Units") located at
CANADA)	7378 Gollner Avenue, Richmond, (<i>street address</i>), British
)	Columbia, and Housing Agreement dated February 8, 2013
PROVINCE OF BRITISH COLUMBIA)	and amended _____, 2025 (the
)	"Housing Agreement") between
TO WIT:)	RICHMOND KIWANIS SENIOR CITIZENS HOUSING
)	SOCIETY and the City of Richmond (the "City")

I, _____ (*full name*),
of _____ (*address*) in the Province
of British Columbia, DO SOLEMNLY DECLARE that:

1. I am the registered owner (the "Owner") of the Affordable Housing Units;
or,
I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units and information as of the ____ day of _____, 20____;
3. To the best of my knowledge, continuously since the last Statutory Declaration process:
 - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
 - b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;
4. The information set out in the table attached as Appendix A hereto (the "Information Table") in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and

Page 1 of 2 – continued on next page...

Housing Agreement (Section 483 *Local Government Act*)
Kiwanis Towers – 7378 and 7388 Gollner Avenue
Housing Agreement Bylaw No. 8996, Amendment Bylaw No.10677

- CS – 25**
(Special)

Appendix A to Statutory Declaration

Building Name:						Building Address:				Property Manager Name:							
Property Management Company:						Property Manager Email:				Property Manager Phone Number:							
Unit and Household Information								Income and Rent				Fees Collected (For any fees charged, provide details and explanation regarding the fees to the City together with the Statutory Declaration.)					
Row #	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No) (Provide one response per occupant)	Total Number of Occupants 18 years and Under (#)	Total Number of Occupants who are "Seniors" as that term is defined in the Affordable Housing Agreement (#)	Starting Year of Tenancy	Before-tax Total Income(s) (If Occupant is 18 years & Over) (Provide one response per occupant)	Income Verification Received (Yes/No) (Provide one response per occupant)	Before-tax Total Income of All Occupants 18 years & Over	Rent (\$/Month)	Parking Fees	Move-in/Move-out Fees	Storage Fees	Amenity Usage Fees	Other Tenant Fees	
0	EXAMPLE ONLY - 101	3 BR	4	No	1	1	2022	\$31,049	Yes	\$61,638	\$1,611.19	\$ -	\$ -	\$ -	\$ -	\$ -	
				No				\$22,764	Yes								
				No				\$7,825	Yes								
				No													
1																	
2																	
5																	

Continue rows as needed.

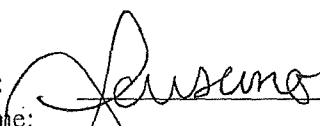
CONSENT AND PRIORITY AGREEMENT

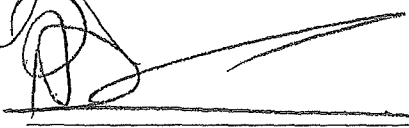
With respect to and Amendment to Housing Agreement (the “**Amendment**”) made pursuant to section 483 of the *Local Government Act* between the City of Richmond and Richmond Kiwanis Senior Citizens Housing Society (the “**Owner**”) in respect of the Lands (as described in the Amendment).

Vancouver City Savings Credit Union (Incorporation No. FI-97) (the “**Bank**”) is the holder of a mortgage and assignment of rents encumbering the Lands which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CA9347374, and Assignment of Rents CA9347375 (collectively, the “**Bank Charge(s)**”).

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agree to by the Bank, hereby consents to the granting of the covenants in the Amendment by the Owner and hereby covenants that the Amendment shall bind the Bank Charge(s) in the Lands and shall rank in priority upon the Lands over the Bank Charge(s) as if the Amendment had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

**VANCOUVER CITY SAVINGS
CREDIT UNION,**
by its authorized signatory(ies):

Per: 
Name: _____

Per: 
Name: _____

Loredana Cusano
Business and Commercial Lending Coordinator

Paolo Rubino
Team Manager
Business and Commercial Lending Administration