



City Council

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

**Monday, July 27, 2020
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- CNCL-11 (1) *adopt the **minutes** of the Regular Council meeting held on July 13, 2020; and*
- CNCL-31 (2) *adopt the **minutes** of the Regular Council meeting for Public Hearings held on July 20, 2020.*



AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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



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 – ITEM NO. 18.

4. *Motion to rise and report.*

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RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2020 UBCM Community Excellence Awards
- TransLink 2020 Capital Cost-Share Program – Supplemental Applications
- Application By Kanaris Demetre Lazos for a Heritage Alteration Permit (HA 19-881148) And A Steveston Village Heritage Conservation Grant at 12111 3rd Avenue (Steveston Hotel)
- Live-Streaming of Council and Committee Meetings and of Council-School Board Liaison Committee Meetings and Development Permit Panel Meetings
- Award Of Contract 6676P – Supply of Hydro-Vac Services

5. *Motion to adopt Items No. 6 through No. 11 by general consent.*

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6. **COMMITTEE MINUTES**

CNCL-34

*That the minutes of the **General Purposes Committee** meeting held on July 20, 2020 be received for information.*

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Consent
Agenda
Item

7. **2020 UBCM COMMUNITY EXCELLENCE AWARDS**
(File Ref. No. 01-0103-01/2019) (REDMS No. 6482378 v.3)

CNCL-45

See Page CNCL-45 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the City's entries for the Union of BC Municipalities (UBCM) Community Excellence Awards be endorsed, including:

- (1) *Excellence in Governance: The City of Richmond's Organizational Development Program;*
- (2) *Excellence in Service Delivery: Community Wellness Strategy 2018-2023;*
- (3) *Excellence in Asset Management: Richmond Flood Protection Program; and*
- (4) *Excellence in Sustainability: Mitchell Island Environmental Stewardship Initiatives.*



Consent
Agenda
Item

8. **TRANSLINK 2020 CAPITAL COST-SHARE PROGRAM – SUPPLEMENTAL APPLICATIONS**
(File Ref. No. 01-0154-04) (REDMS No. 6457711 v.10)

CNCL-50

See Page CNCL-50 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That as described in the report titled "TransLink 2020 Capital Cost-Share Program – Supplemental Applications" dated June 19, 2020 from the Director, Transportation:

- (a) *the transit-related projects recommended for cost-sharing as part of the TransLink 2020 Bus Speed and Reliability Program be endorsed;*
- (b) *should the above project receive final approval from TransLink, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the Revised Consolidated 5 Year Financial Plan (2020-2024) be updated accordingly; and*
- (c) *staff be directed to implement the projects approved by TransLink and report back in one year as part of the City's proposed applications to TransLink's 2021 Capital Cost-Share Programs.*



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9. **APPLICATION BY KANARIS DEMETRE LAZOS FOR A HERITAGE ALTERATION PERMIT (HA 19-881148) AND A STEVESTON VILLAGE HERITAGE CONSERVATION GRANT AT 12111 3RD AVENUE (STEVESTON HOTEL)**
(File Ref. No. HA 19-881148) (REDMS No. 6486957)

CNCL-68

See Page CNCL-68 for staff memorandum

CNCL-69

See Page CNCL-69 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That a Heritage Alteration Permit (HA 19-881148) be issued which would permit the replacement of the existing roof on the building located at 12111 3rd Avenue; and*
- (2) *That a grant request in the amount of \$72,800 be approved under the Steveston Village Heritage Conservation Grant Program to assist with the roof replacement work for the building located at 12111 3rd Avenue, and disbursed in accordance with Council Policy 5900.*



Consent
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Item

10. **LIVE-STREAMING OF COUNCIL AND COMMITTEE MEETINGS AND OF COUNCIL-SCHOOL BOARD LIAISON COMMITTEE MEETINGS AND DEVELOPMENT PERMIT PANEL MEETINGS**
(File Ref. No. 01-0105-01) (REDMS No. 6491857 v. 3)

CNCL-100

See Page CNCL-100 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That during the Covid-19 pandemic:*
 - (a) *all Standing Committee and Council meetings will be held in the Council Chambers;*
 - (b) *all Standing Committee meetings, Council meetings, Council/School Board Liaison Committee meetings, subject to Richmond School District approval, and Development Permit Panel meetings be livestreamed;*
- (2) *That during the Covid-19 pandemic, staff explore technological upgrades to the Anderson Room for live-streaming functionality post Covid-19;*

- (3) *That staff provide budgetary implications information, including changes to Council Chambers and the Anderson Room; and*
- (4) *That the above mentioned matters be further revisited post Covid-19.*



Consent
Agenda
Item

11. **AWARD OF CONTRACT 6676P – SUPPLY OF HYDRO-VAC SERVICES**

(File Ref. No. 10-6000-00) (REDMS No. 6483396 v.3)

CNCL-106

See Page CNCL-106 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That contract 6766P – Supply of Hydro-Vac Services for an initial three-year term be awarded on an “as and when requested” basis to McRae’s Environmental Service Ltd as the most responsive and responsible bidder. The initial three-year term is estimated at \$7,277,841 exclusive of taxes and 10% contingency; and*
- (2) *That approval from Council will be requested prior to staff executing an option to renew the contract for a further two-year term, for a maximum total term of five years; and*
- (3) *That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract with McRae’s Environmental Service Ltd.*



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

12. **SOIL USE FOR THE PLACEMENT OF FILL APPLICATION FOR THE PROPERTY LOCATED AT 19740 RIVER ROAD (SIDHU)**

(File Ref. No. 12-8080-12-01) (REDMS No. 6487928 v.8)

CNCL-111

See Page CNCL-111 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Greene

That the 'Soil Use for the Placement of Fill' application submitted by Sukminder (Minder) Sidhu (the "Applicant") for the Property located at 19740 River Road proposing to deposit peat to develop and expand the current cranberry farming operation be authorized for referral to the Agricultural Land Commission (ALC) for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.



13. **APPLICATION BY 1058085 BC LTD. FOR REZONING AT 10431 NO. 5 ROAD FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "ARTERIAL ROAD COMPACT TWO-UNIT DWELLINGS (RCD)" ZONE**

(File Ref. No. RZ 18-829789) (REDMS No. 6480434)

CNCL-224

See Page CNCL-224 for staff memorandum

CNCL-225

See Page CNCL-225 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 10197 to create the "Arterial Road Compact Two-Unit Dwellings (RCD)" zone, be introduced and given First Reading; and

- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10195, for the rezoning of 10431 No. 5 Road from "Single Detached (RSI/E)" to "Arterial Road Compact Two-Unit Dwellings (RCD)", be introduced and given First Reading.*



14. **LIBRARY CULTURAL CENTRE MECHANICAL UPGRADE PROJECT**

(File Ref. No. 10-6125-05-01) (REDMS No. 6368260)

CNCL-266

See Page CNCL-266 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Loo

That the Equipment Renewal and GHG Reduction Project, described as Option 2 on page 4 in the staff report titled "Library Cultural Centre Mechanical Upgrade Project", dated July 20, 2020, from the Director, Sustainability and District Energy, be approved.



15. **ESTIMATED COSTS FOR TEMPORARY ROAD CHANGES IN STEVESTON VILLAGE FOR AUGUST 2020**

(File Ref. No.)

CNCL-272

See Page CNCL-272 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Greene

- (1) *That Option 2, One-Way on Moncton Street and One-Way on Bayview Street from August 4, 2020, until and including Labour Day, as outlined in the staff memorandum titled "Estimated Costs for Temporary Road Changes in Steveston Village for August 2020" dated July 16, 2020, from the Director, Transportation, be approved; and*
- (2) *That staff provide clarification regarding the cost and source of funding for the street closures; and*
- (3) *That staff provide a comprehensive signage plan for the street closures.*



FINANCE AND CORPORATE SERVICES DIVISION

16. **COUNCIL REMUNERATION AND EXPENSES FOR 2019**

(File Ref. No. 03-1200-03) (REDMS No. 6465066)

CNCL-274

See Page CNCL-274 for full report

STAFF RECOMMENDATION

That the 2019 Council Remuneration and Expenses be approved.

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17. **2019 STATEMENT OF FINANCIAL INFORMATION**

(File Ref. No. 03-1200-03) (REDMS No. 6449470)

CNCL-276

See Page CNCL-276 for full report

STAFF RECOMMENDATION

That the 2019 Statement of Financial Information be approved.

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GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

ADDED 17A. **OPEN LETTER RE: RESILIENT FOOD SYSTEMS**

(File Ref. No.)

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

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ADDED 17B. **2020 ANNUAL TAX SALE OPTIONS**

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

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

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ADDED 17C. **PROVINCIAL CONSULTATION ON MONEY SERVICES
BUSINESSES REGULATION**

(File Ref. No. 09-5350-01) (REDMS No. 6503179)

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



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-359 Vehicle For Hire Regulation Bylaw No. 6900 Amendment **Bylaw No. 10128**
Opposed at 1st/2nd/3rd Readings – None.



CNCL-365 Animal Control Regulation Bylaw No. 7932 **Bylaw No. 10157**
Opposed at 1st/2nd/3rd Readings – Cllrs. Day, Greene, Steves and Wolfe.



CNCL-366 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9563**
(8620 Railway Avenue, RZ 15-709884)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – Cllr Day.



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CNCL-369 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9986**
(8600, 8620, 8640, 8660 Francis Road, RZ 18-814702)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – Cllrs. Greene and Wolfe.

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CNCL-371 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10022**
(5800 Cedarbridge Way, ZT 18-815709)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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DEVELOPMENT PERMIT PANEL

18. RECOMMENDATION

See DPP Plan Package (distributed separately) for full hardcopy plans

CNCL-372 (1) *That the **minutes** of the Development Permit Panel meeting held on July 15, 2020 and the Chair's report for the Development Permit Panel meetings held on **January 29, 2020, October 25, 2017 and July 15, 2020**, be received for information; and*

CNCL-379 (2) *That the recommendations of the Panel to authorize the issuance of:*
CNCL-382 (a) *of a Development Permit (DP 19-864104) for the property at 8600, 8620, 8640 and 8660 Francis Road;*
(b) *a Development Permit (DP 16-754735) for the property at 8620 Railway Avenue; and*
(c) *a Development Permit (DP 18-820689) for the property at 1600 Savage Road;*

be endorsed, and the Permits so issued; and

(d) *That the recommendation of the Panel to authorize the approval of changes to the design of the Development Permit (DP 15-716274) issued for the property at 23100 Garripie Avenue be endorsed, and the changes be deemed to be in General Compliance with the Permit;*

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ADJOURNMENT

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Regular Council

Monday, July 13, 2020

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au (entered at 7:01 p.m.)
Councillor Carol Day (attending via teleconference)
Councillor Kelly Greene (attending via teleconference)
Councillor Alexa Loo (attending via teleconference)
Councillor Bill McNulty (attending via teleconference)
Councillor Linda McPhail (attending via teleconference)
Councillor Harold Steves (attending via teleconference)
Councillor Michael Wolfe (attending via teleconference)

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

Cllr. Au entered the meeting (7:01 p.m.).

MINUTES

R20/13-1 1. It was moved and seconded

That:

- (1) the minutes of the Regular Council meeting held on June 22, 2020, be adopted as circulated; and***
- (2) the Metro Vancouver 'Board in Brief' dated May 29, 2020 and July 3, 2020 be received for information.***

CARRIED



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COMMITTEE OF THE WHOLE

- R20/13-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:03 p.m.).

CARRIED

3. Delegations from the floor on Agenda items.

Item No. 8 – Steveston Tram Feasibility Study

Nancy Small, CEO, Tourism Richmond, expressed support for the City's recommendations, noting that Steveston is one of Richmond's premier tourist attractions and that a tram would further enhance Steveston as a tourist destination.

Discussion ensued with regard to (i) opportunities for potential tram operators, (ii) transit connections to Steveston, and (iii) tram and trolley operations in other cities.

Item No. 14 – Application by IBI Group Architects to Amend Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan) and Rezone 5740, 5760, and 5800 Minoru Boulevard from "Industrial Retail (IR1)" to "School and Institution Use (SI)" and "High Density Mixed Use and Affordable Rental Housing (ZMU46) – Lansdowne Village (City Centre)"

Robert Grosz, Surrey resident, expressed his opposition to the application and read from his submission (attached to and forming part of these minutes as Schedule 1).

- R20/13-3 4. It was moved and seconded
That Committee rise and report (7:18 p.m.).

CARRIED



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CONSENT AGENDA

- R20/13-4 5. It was moved and seconded
That Items No. 6 through No. 10 be adopted by general consent.

CARRIED

6. COMMITTEE MINUTES

That the minutes of the General Purposes Committee meeting held on July 6, 2020 be received for information.



7. TRANSLINK EMERGENCY OPERATING FUNDING

(File Ref. No. 01-0154-01) (File Ref. No. 6500205)

That the City of Richmond calls upon the federal and provincial governments to provide emergency operating funds and to protect vital public transportation services. Letters to be written to the Parliamentary Secretary for TransLink; provincial Ministers of Transportation, Environment, and Finance; and federal Ministers of Transportation and Finance; with copies to Richmond MLAs and MPs.

ADOPTED ON CONSENT

8. STEVESTON TRAM FEASIBILITY STUDY

(File Ref. No. 10-6510-05-01) (REDMS No. 6474329)

That Option 1: Maintain Current Tram Program as detailed in the report titled "Steveston Tram Feasibility Study", dated May 29, 2020, from the Director, Arts, Culture & Heritage Services be endorsed.

ADOPTED ON CONSENT



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**9. QUADRICYCLE BUSINESS – PROPOSED VEHICLE FOR HIRE
BYLAW AMENDMENT TO PERMIT PERMANENT OPERATION**

(File Ref. No. 12-8060-20-010128; 12-8275-02; 12-8275-06) (REDMS No. 6468151; 6468168)

- (1) That the third reading of Vehicle for Hire Bylaw No. 6900, Amendment Bylaw No. 10128, to add regulations and requirements for the operation of a quadricycle, be rescinded; and*
- (2) That Vehicle for Hire Bylaw No. 6900, Amendment Bylaw No. 10128, to add revised regulations and requirements for the operation of a quadricycle, be given third reading.*

ADOPTED ON CONSENT

**10. APPLICATION BY CITY VANCOUVER ACADEMY INC. FOR A
TEMPORARY COMMERCIAL USE PERMIT FOR THE PROPERTY
AT UNITS 2110, 2115, 2120, 2125, 2150, 2155, 2160, 2165 AND 2170 -
8766 MCKIM WAY**

(File Ref. No. TU 20-890760) (REDMS No. 6486096)

- (1) That the application by City Vancouver Academy Inc. for a Temporary Commercial Use Permit (TCUP) for the property at Units 2110, 2115, 2120, 2125, 2150, 2155, 2160, 2165 and 2170 - 8766 McKim Way to permit education use (limited to an independent school offering grades 10 to 12) be considered for one year from the date of issuance; and*
- (2) That this application be forwarded to the September 8, 2020 Public Hearing at 7:00 p.m. in the Council Chambers of Richmond City Hall.*

ADOPTED ON CONSENT

**CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA**



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NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

11. **TILBURY PHASE 2 LNG EXPANSION PROJECT**

(File Ref. No. 10-6125-30-010) (REDMS No. 6432227 v. 10; 6481606; 6481608; 6501443)

R20/13-5

It was moved and seconded

- (1) *That Council states its opposition to the Tilbury Phase 2 LNG Expansion Project;*
- (2) *That the comments outlined in the staff report titled “Tilbury Phase 2 LNG Expansion Project”, dated June 1, 2020, from the Director, Sustainability and District Energy be endorsed and submitted to the BC Environmental Assessment Office and the Impact Assessment Agency of Canada to support the provincial and federal environmental assessments;*
- (3) *That meetings with the appropriate federal and provincial ministers be scheduled;*
- (4) *That copies of the comments and the staff report be sent to our local Members of Parliament and Members of Legislative Assembly; and*
- (5) *That copies of the comments and the staff report be sent to Metro Vancouver and all Mayors of Metro Vancouver municipalities asking for their respective Council’s support.*

The question on the motion was not called as discussion ensued with regard to (i) the potential negative environmental impact of transporting liquid natural gas (LNG) along the Fraser River, (ii) the potential hazards of transporting and storing LNG near residential areas, (iii) the potential economic benefits of the proposed project, and (iv) the emission levels of LNG compared to other fuels.



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In reply to queries from Council, staff noted that there will be further opportunities for the City to provide feedback and that a comprehensive environmental assessment would take place should the proposed project proceed.

The question on the motion was then called and it was **CARRIED** with Cllr. Loo opposed.

12. SOIL USE FOR THE PLACEMENT OF FILL APPLICATION FOR THE PROPERTY LOCATED AT 5800 NO. 7 ROAD (MAHAL)

(File Ref. No. 12-8350-05-CD90815) (REDMS No. 6471502 v. 12)

R20/13-6

It was moved and seconded

- (1) That the 'Soil Use for the Placement of Fill' application submitted by Paul Mahal (the "Applicant") proposing to deposit soil on the property located at 5800 No. 7 Road to transition a former cranberry bog to allow for the growing of vegetables and ornamental trees be authorized for referral to the Agricultural Land Commission (ALC) for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements, provided that the fill soil be sourced from Richmond and Delta; and*
- (2) That the City recommend to the Agricultural Land Commission (ALC) that a further significant performance bond be required.*

The question on the motion was not called as discussion ensued with regard to (i) utilizing soil fill to improve growing conditions and drainage on-site, (ii) options to increase performance bond requirements, (iii) the on-going farming operations on-site, (iv) options to grow various types of crops, and (v) utilizing high quality soil from Richmond for fill.

The question on the motion was then called and it was **CARRIED** with Cllr. Wolfe opposed.



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13. **OPTIONS FOR A RESIDENTIAL BACKYARD CHICKEN PROGRAM**

(File Ref. No. 08-4430-03-14; 08-4040-08-01; 12-8060-20-010157) (REDMS No. 6483312; 6499501; 6398317; 6398326; 6397962; 6500136)

A staff memorandum regarding Options for a Residential Backyard Chicken Program was distributed (attached to and forming part of these minutes as Schedule 2).

R20/13-7

It was moved and seconded

- (1) *That “Option 2: Allow the keeping of backyard chickens on all ALR properties and properties outside of the ALR with a parcel size of no less than 2,000 m²”, as outlined in the staff report titled “Options for a Residential Backyard Chicken Program” from the General Manager, Community Safety, dated June 22, 2020, be approved;*
- (2) *That Animal Control Regulation Bylaw No. 7932 Amendment Bylaw No. 10157 be given first, second and third readings; and*
- (3) *That staff review the appropriate number of chickens for properties outside the ALR with a parcel size of no less than 2,000m² and report back.*

The question on the motion was not called as discussion ensued with regard to (i) options to introduce a backyard chicken program, (ii) the current regulations related to the care and harvest of chickens, (iii) the lot and setback requirements for lots with chickens, (iv) residential concerns related to potential nuisance and noise complaints and potential for rodent and disease outbreaks, and (v) encouraging residential food production in the city.

In reply to queries from Council, staff noted that the proposed bylaw changes to the Animal Control Bylaw would align with Provincial regulations and that backyard chicken programs in other cities were reviewed by staff.

The question on the motion was then called and it was **CARRIED** with Cllrs. Day, Greene, Steves and Wolfe opposed.



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14. APPLICATION BY IBI GROUP ARCHITECTS TO AMEND SCHEDULE 2.10 OF OFFICIAL COMMUNITY PLAN BYLAW 7100 (CITY CENTRE AREA PLAN) AND REZONE 5740, 5760, AND 5800 MINORU BOULEVARD FROM “INDUSTRIAL RETAIL (IR1)” TO “SCHOOL AND INSTITUTION USE (SI)” AND “HIGH DENSITY MIXED USE AND AFFORDABLE RENTAL HOUSING (ZMU46) – LANSDOWNE VILLAGE (CITY CENTRE)”

(File Ref. No. 12-8060-20-010136/10137/10138; RZ 18-807640) (REDMS No. 6401336; 6398317; 6398326; 6397962; 6501467)

R20/13-8

It was moved and seconded

- (1) *That Official Community Plan Bylaw 7100, Amendment Bylaw 10136, to amend Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan), to amend:*
- (a) *Section 2.2 “Jobs and Business” and the “Specific Land Use Map: Lansdowne Village”, to encourage office development along the east side of Minoru Boulevard (between Ackroyd Road and Alderbridge Way) and pedestrian-oriented retail uses at grade along Lansdowne Road (between No. 3 Road and Minoru Boulevard); and*
- (b) *Section 4.0 “Implementation & Phasing Strategies”, to clarify City Centre Area Plan density bonusing requirements with respect to the Richmond Affordable Housing Strategy and Official Community Plan Market Rental Housing Policy, and permit bonus density to be increased, on a site-specific basis, for rezoning applications that provide additional affordable housing to address community need,*
- be introduced and given first reading.*
- (2) *That Official Community Plan Bylaw 7100, Amendment Bylaw 10137, for amending Schedule 2.10 of Official Community Plan Bylaw 7100 (City Centre Area Plan), to facilitate the construction of a high-rise, high density, mixed use development, including the designation of a 7 m (23 ft.) wide strip of land along the north side of 5740 Minoru Boulevard as City “Park” and the remainder of 5740, 5760, and 5800 Minoru Boulevard as “Village Centre Bonus” area (to permit an additional 1.0 floor area ratio for office use only), be introduced and given first reading;*



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(3) *That Bylaw 10136 and Bylaw 10137, having been considered in conjunction with:*

(a) the City's Financial Plan and Capital Program; and

(b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

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

(4) *That Bylaw 10136 and Bylaw 10137, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, are hereby found not to require further consultation; and*

(5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10138, to create the "High Density Mixed Use and Affordable Rental Housing (ZMU46) - Lansdowne Village (City Centre)" zone, and to rezone 5740, 5760, and 5800 Minoru Boulevard from "Industrial Retail (IR1)" to "School and Institution Use (SI)" and "High Density Mixed Use and Affordable Rental Housing (ZMU46) - Lansdowne Village (City Centre)", be introduced and given first reading.*

CARRIED

Opposed: Cllr. Greene

15. REPORT BACK ON TEMPORARY ROAD CHANGES IN STEVESTON VILLAGE FOR CANADA DAY

(File Ref. No. 10-6360-06-01; 11-7400-20-CANA2) (REDMS No. 6491785)

R20/13-9

It was moved and seconded

That staff continue to monitor pedestrian, cyclist and motorist operations in Steveston Village for crowding and when necessary, report back on the need for temporary road changes to add additional space.



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The question on the motion was not called as discussion ensued with regard to (i) reviewing options to separate pedestrian, cycling and motor vehicle traffic along Bayview Street and Moncton Street, (ii) reviewing options for additional consultation of Steveston merchants regarding street closures, (iii) increasing pedestrian spaces to encourage social distancing, (iv) examining street closure protocols in other cities such as in Victoria, (v) reviewing sidewalk access for non-restaurant Steveston businesses, (vi) estimating the costs to implement street closures in Steveston and potential funding sources, and (vii) reviewing options for long-term street closures in Steveston.

In reply to queries from Committee, staff noted that (i) the previous survey of Steveson merchants was completed in a short time frame and further consultation can take place upon Council direction, (ii) set up and signage costs were factors in the total street closure costs, (iii) the cost for RCMP presence in Steveston Canada Day events was minimal, (iv) no public health order has been issued calling for requirements to expand pedestrian space in Steveston, and (v) staff was requested to confirm the status of an outstanding referral for non-restaurants having access to sidewalks for the July 20, 2020 General Purposes Committee.

The question on the motion was then called and it was **CARRIED** with Cllrs. Greene, Steves and Wolfe opposed.

Discussion then ensued with regard to implementing the street closures of Bayview Street and Moncton Street for the upcoming BC Day long weekend on August 1, 2020 to August 3, 2020, and as a result, the following **motion** was introduced:

R20/13-10

It was moved and seconded

- (1) *That Moncton Street be closed to east-west traffic from Third Avenue to No. 1 Road and that Bayview Street be restricted to westbound one-way traffic from No. 1 Road to Third Avenue for the upcoming BC Day long weekend starting on the morning of August 1, 2020 and ending on the end of day on August 3, 2020;*



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- (2) *That a maximum of \$35,000 from the Council Contingency Fund be allocated for the temporary street closure and traffic restrictions for Bayview Street and Moncton Street; and*
- (3) *That staff report back immediately following the street closures.*

The question on the motion was not called as staff responded to queries from Council, noting that staff can provide a memorandum itemizing the costs to implement the proposed street closures in Steveston.

Discussion then ensued with regard to estimated costs for long-term street closures in Steveston, and as a result, the following **amendment motion** was introduced:

R20/13-11

It was moved and seconded

That the street closures and traffic restrictions on Moncton Street and Bayview street be extended for the entire month of August 2020.

The question on the amendment motion was not called as discussion ensued with regard to costs of the proposed monthly closure and the implementation of street closures in other cities.

The question on the amendment motion was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Au, Day, Loo and Wolfe opposed.

The question on the main motion was then called and it was **CARRIED** with Cllrs. Greene, McPhail and Steves opposed.

Discussion then took place on the continuing cost of street closures or traffic restrictions in Steveston, and as a result, the following **referral motion** was introduced:

R20/13-12

It was moved and seconded

That staff review the long-term costs for continuing road closures and traffic restrictions along Bayview Street, and report back to the next General Purposes Committee on July 20, 2020.



Regular Council
Monday, July 13, 2020

The question on the motion was not called as staff were directed to (i) review economic recovery options for the Steveston area while meeting social distancing requirements, (ii) distribute the comments from Dr. Meena Dawar, Medical Health Officer, Vancouver Coastal Health, during traffic restriction consultation with the Steveston community, and (iii) contact the City of Victoria to obtain information on their street closure program.

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

Cllr. Au left the meeting (9:29 p.m.) and returned (9:31 p.m.).

BYLAWS FOR ADOPTION

R20/13-14

It was moved and seconded

That the following bylaws be adopted:

Traffic Bylaw No. 5870 Amendment Bylaw No. 10184

Municipal Ticket Information Authorization Bylaw No. 7321 Amendment Bylaw No. 10185

CARRIED

R20/13-15

It was moved and seconded

That Richmond Official Community Plan Bylaw 7100 and Bylaw 9000 Amendment Bylaw No. 9892 be adopted.

CARRIED

Opposed: Cllrs. Day
Greene
Wolfe



Regular Council
Monday, July 13, 2020

DEVELOPMENT PERMIT PANEL

- R20/13-16 16. It was moved and seconded
- (1) *That the minutes of the Development Permit Panel meeting held on June 24, 2020, and the Chair's report for the Development Permit Panel meetings held on May 29, 2019, April 29, 2020 and June 24, 2020, be received for information;*
 - (2) *That the recommendations of the Panel to authorize the issuance of:*
 - (a) *a Development Permit (DP 17-768248) for the property at 6551 No. 3 Road; and*
 - (b) *a Development Permit (DP 19-876699) for the property at 6899 Pearson Way;**be endorsed, and the Permits so issued; and*
 - (3) *That the recommendation of the Panel to authorize the approval of changes to the design of the Development Permit (DP 17-782793) issued for the property at 4331 Vanguard Road (formerly 4331 and 4431 Vanguard Road) be endorsed, and the changes be deemed to be in General Compliance with the Permit.*

The question on the motion was not called, as there was agreement to deal with Part 2(a) separately.

The question on Parts (1), (2)(b) and (3) was then called and it was **CARRIED**.

Discussion ensued with regard to the Development Permit application for the property at 6551 No. 3 Road (DP 17-768248) and the following **referral motion** was introduced:

- R20/13-17 It was moved and seconded
- That Development Permit (DP 17-768248) for the property at 6551 No. 3 Road be referred back to the Development Permit Panel for further consideration and review of:*



Regular Council
Monday, July 13, 2020

- (1) *proposed tree retention plan;*
- (2) *the lack of bike lanes*
- (3) *the proposed outdoor lighting design*
- (4) *the proposed architectural design and character; and*
- (5) *the proposed energy efficiency LEED targets.*

DEFEATED

Opposed: Mayor Brodie
Cllrs. Au
Loo
McNulty
McPhail

The question on Part 2(a) was then called and it was **CARRIED** with Cllrs. Day, Greene, Steves and Wolfe opposed.

ADJOURNMENT

R20/13-18

It was moved and seconded
That the meeting adjourn (9:51 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, July 13, 2020.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

Schedule 1 to the Minutes of the
Regular meeting of Richmond
City Council held on Monday,
July 13, 2020.

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

CityClerk

From: Robert Grosz <robgrosz@yahoo.com>
Sent: July 13, 2020 3:14 AM
To: MayorandCouncillors; Day,Carol; McPhail,Linda; CityClerk; Jesson,Claudia; Erceg,Joe; Craig,Wayne; Capuccinello Iraci,Tony; Carter-Huffman,Suzanne
Cc: christopher.hinkson@courts.gov.bc.ca; sclegalcounsel@courts.gov.bc.ca; hong@guolaw.ca; shawn.rodeck@biggrizzly.ca; mingo125@hotmail.com; tlouman-gardiner@farris.com; jkay@farris.com; adevji@rbs.ca; jlowe@rbs.ca; daljit@thind.ca; pcaa@clawyers.ca; sissiliu1@hotmail.com; lithwick@kzellaw.com; yqdykm@163.com; 13907211116@163.com; jwittmann@wwelaw.ca; gforrester@forresterbarristers.ca; stephen.graff@wpfa.ca; blc@cxlawyers.com; kevinli@kunyuan.ca; sissiliu1@hotmail.com; dchen@redmanlaw.com; markd@trezcapital.com; rjohn@cwilson.com; craig.munro@fticonsulting.com; colin.brousson@gowlingwlg.com; bthom@blg.com; he@whistlerwater.com; shawn.rodeck@biggrizzly.ca; davison@lsbc.org; sforbes@lsbc.org; mrhodes@lsbc.org; ndookie@lsbc.org; tmphail@lsbc.org; dmccartney@lsbc.org; elizabeth.lang@canada.ca; konrad.schmall@canada.ca; sandy.bridgement@canada.ca; phil.tawtel@gov.bc.ca; michael.lawless@gov.bc.ca; maureen.abraham@gov.bc.ca; maxim.levshuk@rcmp-grc.gc.ca; david.j.gray@rcmp-grc.gc.ca
Subject: Opposition to Rezoning of 5740, 5760 & 5800 Minoru Boulevard, Richmond (Application 18-807640)
Attachments: 200713 - Robert Grosz letter to Malcolm Brodie RE RZ 18-807640.pdf; 190715 - Robert Grosz letter to Suzanne Carter-Huffman RE RZ 18-807640.pdf; S187297 Kai Ming Yu v. Zhong Ping Xu - Notice of Civil Claim 180627 (compressed).pdf; S200020 MSS et al v. MVH et al - Notice of Civil Claim 200102 (compressed).pdf
Categories: Needs Attention



Mayor Malcolm Brodie
City of Richmond

Mayor Brodie,

RE: Opposition to Rezoning of 5740, 5760 & 5800 Minoru Boulevard, Richmond (Application 18-807640)

As I did not receive notice of the 06/Jul/2020 General Purpose Meeting, despite my email below, I was unaware of it and did not appear.

I only learned of the 06/Jul/2020 General Purpose Meeting after the Minutes had been posted on the City Council's website last Thursday.

I later watched the Youtube video of the City Council's meeting and thank Councilor Carol Day for noticing and questioning my absence.

Attached is my letter today to you, and my 15/Jul/2019 letter to Ms. Suzanne Carter-Huffman (formerly in the Record but without exhibits).

I therefore request that both complete letters be added to the Record and put before the Councilors before the 7:00 PM hearing tonight.

CNCL - 25

I also attach two Notices of Civil Claim, one being in the matter of Kai Ming YU et al v. Zhong Ping XU et al (SCBC VA S187297) and the other being in the matter of the Minoru Stakeholders Society, et al v. Minoru View Homes Ltd., et al (SCBC VA S200020), and ask that both of them be added to the Record in their entirety as they concern claims regarding the three parcels at issue.

I also request an opportunity to read into the Record my one-page letter to you, by telephone appearance (604-500-0794) or in person.

I also request to be the last public person to speak on this matter to avoid a repeat of prior misrepresentations by the applicants' lawyer.

Finally, I hereby put the City of Richmond on notice that I intend to promptly apply for an injunction to block approval of the application.

In the alternative, I will apply to place Certificates of Pending Litigation on the parcels and seek other relief to prevent dilution of equity.

In the interim, were the City to approve the application before a court ruling, given this notice, it may be answerable to me in damages.

In conclusion, despite the Law Society of British Columbia and various organs of government, I stand for the rule of law, and insist on it.

Robert W.G. Grosz, J.D.
1012-13325 102A Avenue
Surrey, BC Canada V3T 0J5

Cel: 604-500-0794

Robert W.G. Grosz, J.D.
1012-13325 102A Avenue
Surrey, BC Canada V3T 0J5

Cel: 604-500-0794

----- Forwarded Message -----

From: Robert Grosz <rob grosz@yahoo.com>
To: "cityclerk@richmond.ca" <cityclerk@richmond.ca>
Cc: "mayorandcouncillors@richmond.ca" <mayorandcouncillors@richmond.ca>; "wcraig@richmond.ca" <wcraig@richmond.ca>; "jerceg@richmond.ca" <jerceg@richmond.ca>; "scarter@richmond.ca" <scarter@richmond.ca>; "acapuccinelloiraci@richmond.ca" <acapuccinelloiraci@richmond.ca>
Sent: Monday, June 8, 2020, 11:46:50 AM PDT
Subject: Rezoning Application RE: 5740-5800 Minoru Boulevard

Ms. Claudia Jesson
Director
City Clerk's Office
City of Richmond

Dear Ms. Jesson,

I was advised this morning by Ms. Suzanne Carter-Huffman, Senior Planner, that the Rezoning Application regarding 5740-5800 Minoru Boulevard may be referred to the General Purposes Committee of the City Council for a hearing in July 2020.

As you know I am opposed to the Rezoning Application until the issue of the equitable ownership of the property(ies) can be determined by the Federal Court of Canada at Vancouver when it resumes public operations and my Mareva Injunction motion to determine, inter alia, the equitable ownership issue can be heard by the court.

Therefore please advise me: (1) when will the Rezoning Application be heard by the General Purposes Committee; (2) how can I submit materials in opposition to the Rezoning Application; and (3) how can I attend the General Purposes Committee meeting by video or telephonically as I am at increased risk to COVID-19 (e.g. advanced age and immunocompromised) and am self-separating based on my physician's medical advice.

I look forward to your prompt reply. Many thanks.

Rob

Robert W.G. Grosz, J.D.
1012-13325 102A Avenue
Surrey, BC Canada V3T 0J5

Cel: 604-500-0794

ROBERT W.G. GROSZ, J.D.

1012-13325 102A Avenue
Surrey, BC Canada V3T 0J5

rob grosz@yahoo.com | rob grosz@gmail.com | robertgrosz@hotmail.com
604-500-0794

Monday, July 13, 2019

Mayor Malcolm Brodie
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

mayorandcouncillors@richmond.ca

Mayor Brodie,

RE: 5740, 5760 & 5800 Minoru Blvd. Richmond, Rezoning Application 18-807640

I oppose approval of the Rezoning Application 18-807640 for the reasons stated in my enclosed 89-page letter to Ms. Suzanne Carter-Huffman on 15/Jul/2019, and the reasons I stated when I appeared before the Planning Committee on 17/Dec/2019 (transcript attached), namely that the equitable owner of the three parcels at issue is the Province of British Columbia subject to claims of the creditors of the mastermind of the development, lawyer Ms. Hong GUO aka Hong CHEN and her Guo Law Corporation. I am a creditor of them both. Ms. GUO holds a secret interest in the three parcels that I submit are fraudulently recorded in the name of Minoru View Homes Ltd.

Ms. GUO set up her law firm to defraud immigrant investors from China and thereby defrauded the investors in this development project, including Ms. Kai Ming YU who thus sued Ms. GUO. Enclosed is a copy of the Notice of Civil Claim of Ms. YU, *et al*, currently before the court. Also enclosed is the Minoru Stakeholders Society's Notice of Civil Claim vs. Hong GUO, *et al*. In an attempt to avoid Ms. YU's suit and settle, Ms. GUO tried to embezzle \$4 million from the Guo Law Corporation's client trust account but was double-crossed by its accountant who stole over \$7.5 million and absconded with the funds to China. It left the Lawyers Insurance Fund, which is managed by the Law Society of British Columbia, liable for the full amount and caused all the lawyers of British Columbia to be put at risk. But the Law Society was conflicted as it was responsible for regulating Ms. GUO, yet was misfeasant, and was responsible for representing the interests of all its members, while through the Lawyers Insurance Fund it also insured them and represented them by hiring outside counsel. This was a patently obvious conflict of interest.

So the Lawyers Insurance Fund secretly loaned Ms. GUO \$4 million from which she repaid the stolen trust funds, and the \$4 million is to be repaid from the parcels' increased value if rezoning approval is secured. Thus I believe that upon approval a \$4 million tranche will be automatically released to the Lawyers Insurance Fund. Therefore it became a party to her indictable offences to save its members from a total loss of over \$7.5 million. But I was never paid, and none of the investors in the development will receive their full participation. Therefore as the Federal Court of Canada just resumed operations today I intend to promptly seek an injunction to prevent the project from being approved until the equitable ownership of the three parcels can be determined. I cannot say any more due to the attached injunctions obtained by the Law Society and Ms. GUO.

Yours truly,



Robert W.G. Grosz, J.D.

Schedule 2 to the Minutes of the
Regular meeting of Richmond
City Council held on Monday,
July 13, 2020.

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE



City of
Richmond

Memorandum
Law

To: Mayor and Councillors

Date: July 13, 2020

From: Anthony Capuccinello Iraci
City Solicitor

File: 99-LAW/2020-Vol 01

Re: Options for a Residential Backyard Chicken Program

Background

At General Purposes Committee meeting held on July 6, 2020, an issue was raised regarding the appropriateness of including a provision in the bylaw limiting the number of chickens.

In order to provide staff with an opportunity to further consider the implications of such a provision, Council may wish to refer that aspect of the discussion back to staff for further investigation.

If Council at this time wishes to adopt a bylaw that has the effect of confirming the rights protected under the *Farm Practices Protection (Right to Farm) Act* and the *Agricultural Commission Act*, without reference to the number of chickens, then the Amendment Bylaw attached to this report accomplishes that outcome.

Recommendation

That the attached Amendment Bylaw be given first, second and third reading.

Anthony Capuccinello Iraci
City Solicitor

c. SMT





**Animal Control Regulation Bylaw No. 7932
Amendment Bylaw No. 10157**

The Council of the City of Richmond enacts as follows:

1. **Animal Control Regulation Bylaw No. 7932**, as amended, is further amended by deleting Section 3.1.1 and replacing it with the following:

“3.1.1 Except as otherwise permitted by the *Farm Practices Protection (Right to Farm) Act*, the *Agricultural Land Commission Act* or regulations made thereunder, a person must not keep poultry:

- (a) on a **parcel** with an area of less than 2,000 square meters (21,529 square feet);
or
- (b) in, upon, or under any structure used for human habitation.”

2. This Bylaw is cited as “**Animal Control Regulation Bylaw No. 7932, Amendment Bylaw No. 10157.**”

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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



**Regular Council meeting for Public Hearings
Monday, July 20, 2020**

Place: Council Chambers
Richmond City Hall

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

Matt O'Halloran, Acting Corporate Officer

Call to Order: Mayor Brodie opened the proceedings at 7:00 p.m.

**1. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10109
(RZ 18 825323)**

(Location: 6560 Granville Avenue; Applicant: CDS-Chen Design Studio Ltd.)

Applicant's Comments:

The applicant was not present to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH20/5-1

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10109 be given
second and third readings.*

CARRIED



**Regular Council meeting for Public Hearings
Monday, July 20, 2020**

**2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10173
(RZ 18 824503)**

(Location: 8231 and 8251 Williams Road; Applicant: Zhao XD Architect Ltd.)

Applicant's Comments:

The applicant was not present to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH20/5-2

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 10173 be given
second and third readings.***

CARRIED

**3. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10189
(ZT 19 872212)**

(Location: 3399 Corvette Way and 3311 and 3331 No. 3 Road; Applicant: Yuanheng Seaside Developments Ltd. / Yuanheng Seaview Developments Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

In accordance with Section 100 of the Community Charter, Cllr. Au declared to be in a conflict of interest as one of his immediate family members has purchased a presale unit in this development, and Cllr. Au left the meeting at 7:03 p.m. and did not return.



City of Richmond

Minutes

Regular Council meeting for Public Hearings Monday, July 20, 2020

PH20/5-3

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10189 be given second and third readings.

CARRIED

Opposed: Cllr Wolfe

ADJOURNMENT

PH20/5-4

It was moved and seconded

That the meeting adjourn (7:08 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting for Public Hearings of the City of Richmond held on Monday, July 20, 2020.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer (Matt O'Halloran)



General Purposes Committee

Date: Monday, July 20, 2020

Place: Council Chambers
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 3:02 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on July 6, 2020, be adopted as circulated.

CARRIED

General Purposes Committee
Monday, July 20, 2020

COUNCILLOR MICHAEL WOLFE

1A. BANNING THE USE OF ANTICOAGULANT RODENTICIDES
(File Ref. No.)

Discussion took place on (i) the use of anticoagulant rodenticides in Richmond, (ii) statistics and consequences of the use of the product, specific to Richmond, (iii) owl boxes and bat boxes in the City, and (iv) collaborating with the Richmond School Board in relation to rodent management practices.

In reply to a query from Committee, staff noted that there are owl boxes and bat boxes around the City, particularly around multi-family developments, and a memo could be provided with more details.

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

It was moved and seconded

That the matter of banning the use of anticoagulant rodenticides be referred back to staff conduct an analysis and report back on:

- (a) *Rodent management practices in Richmond;*
- (b) *Jurisdictional limits;*
- (c) *Partnering opportunities with Richmond School Board and Vancouver Coastal Health; and,*
- (d) *Consequences and associated costs.*

CARRIED

Opposed: Cllrs. Steves
Wolfe

COMMUNITY SAFETY DIVISION

1. SOIL USE FOR THE PLACEMENT OF FILL APPLICATION FOR THE PROPERTY LOCATED AT 19740 RIVER ROAD (SIDHU)
(File Ref. No. 12-8080-12-01) (REDMS No. 6487928 v.8)

Staff provided an overview of the application noting that (i) the applicant is already operating a cranberry farm on the property, (ii) part of the property requires peat to bring it up to standard for cranberry farming, and (iii) the applicant is sourcing the materials from a site in the Queensborough area.

In reply to queries from Committee, staff noted that a traffic management plan is required when the permit is ready to be issued.

2.

General Purposes Committee

Monday, July 20, 2020

Minder Sidhu, Owner, 19740 River Road, advised that (i) his family has been farming this land for years, (ii) the majority of the land is farmed for cranberries and (iii) that a small portion is left as they could not bring it up to standard at the time.

Stephen Ramsey, Madrone Environmental Services Ltd., provided an overview of the geotechnical water management plan.

In reply to queries from Committee, Mr. Sidhu advised that (i) to be consistent with the neighbouring properties peat was preferable over compost, (ii) there is a 30m buffer between the pipeline and the property, (iii) due to the Covid-19 pandemic it is uncertain when the source site will be developed to obtain the peat, (iv) inspections are conducted to ensure minimal rocks enter the peat, and (v) letters are provided that state there are no contaminants in the peat.

In response to further queries from Committee, Mr. Ramsey provided background information on the water management plan for the property, and advised that control exercises will be performed at the source site and at the destination to ensure quality of the materials.

It was moved and seconded

That the 'Soil Use for the Placement of Fill' application submitted by Sukminder (Minder) Sidhu (the "Applicant") for the Property located at 19740 River Road proposing to deposit peat to develop and expand the current cranberry farming operation be authorized for referral to the Agricultural Land Commission (ALC) for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.

CARRIED

Opposed: Cllr. Greene

DEPUTY CAO'S OFFICE

2. 2020 UBCM COMMUNITY EXCELLENCE AWARDS

(File Ref. No. 01-0103-01/2019) (REDMS No. 6482378 v.3)

It was moved and seconded

That the City's entries for the Union of BC Municipalities (UBCM) Community Excellence Awards be endorsed, including:

- (1) Excellence in Governance: The City of Richmond's Organizational Development Program;*

3.

General Purposes Committee
Monday, July 20, 2020

- (2) *Excellence in Service Delivery: Community Wellness Strategy 2018-2023;*
- (3) *Excellence in Asset Management: Richmond Flood Protection Program; and*
- (4) *Excellence in Sustainability: Mitchell Island Environmental Stewardship Initiatives.*

CARRIED

PLANNING AND DEVELOPMENT DIVISION

3. TRANSLINK 2020 CAPITAL COST-SHARE PROGRAM – SUPPLEMENTAL APPLICATIONS

(File Ref. No. 01-0154-04) (REDMS No. 6457711 v.10)

Staff highlighted that TransLink has issued final approval of projects noted in the staff report.

It was moved and seconded

That as described in the report titled “TransLink 2020 Capital Cost-Share Program – Supplemental Applications” dated June 19, 2020 from the Director, Transportation:

- (a) *the transit-related projects recommended for cost-sharing as part of the TransLink 2020 Bus Speed and Reliability Program be endorsed;*
- (b) *should the above project receive final approval from TransLink, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the Revised Consolidated 5 Year Financial Plan (2020-2024) be updated accordingly; and*
- (c) *staff be directed to implement the projects approved by TransLink and report back in one year as part of the City’s proposed applications to TransLink’s 2021 Capital Cost-Share Programs.*

The question on the motion was not called as in reply to queries from Committee, staff noted that they are working with TransLink on upcoming projects, including a bus only lane on Steveston Highway, and the project on the northern portion of No. 3 Road is on hold due to Covid-19.

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

4.

General Purposes Committee
Monday, July 20, 2020

4. APPLICATION BY 1058085 BC LTD. FOR REZONING AT 10431 NO. 5 ROAD FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "ARTERIAL ROAD COMPACT TWO-UNIT DWELLINGS (RCD)" ZONE

(File Ref. No. RZ 18-829789) (REDMS No. 6480434)

In reply to queries from Committee, staff noted that (i) due to lot depth, townhouses were not feasible, (ii) numbered companies are required to provide proof of signing authority and letters of authorization from property owners, (iii) tandem parking is preferable as the lots are not wide enough to accommodate side-by-side parking, and (iv) landscaping design is determined through the Servicing Agreement and Development Permit stages.

Direction was given to staff to prepare a staff memorandum that provides the names of applicants and property owners for this development application. It was requested that for future development applications the names of applicants and property owners be provided to Council.

It was moved and seconded

- (1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 10197 to create the "Arterial Road Compact Two-Unit Dwellings (RCD)" zone, be introduced and given First Reading; and*
- (2) That Richmond Zoning Bylaw 8500, Amendment Bylaw 10195, for the rezoning of 10431 No. 5 Road from "Single Detached (RS1/E)" to "Arterial Road Compact Two-Unit Dwellings (RCD)", be introduced and given First Reading.*

CARRIED

Opposed: Cllr. Day

5. APPLICATION BY KANARIS DEMETRE LAZOS FOR A HERITAGE ALTERATION PERMIT (HA 19-881148) AND A STEVESTON VILLAGE HERITAGE CONSERVATION GRANT AT 12111 3RD AVENUE (STEVESTON HOTEL)

(File Ref. No. HA 19-881148) (REDMS No. 6486957)

Staff reviewed the application and noted that (i) the application is necessary to the extend the physical life of the Steveston Hotel, (ii) the application is consistent with the Heritage Conservation Grant Program, and (iii) further conservation work to maintain the building will occur incrementally in the future.

General Purposes Committee

Monday, July 20, 2020

In reply to queries from Committee, staff advised that (i) works done to the Steveston Hotel previously over the years were done prior to the establishment of the Steveston Conservation Program, (ii) work done recently under the heritage alteration permit has not altered the original character of the building, and (iii) the restoration will be done as part of a conservation plan that is prepared by heritage professionals.

It was moved and seconded

- (1) *That a Heritage Alteration Permit (HA 19-881148) be issued which would permit the replacement of the existing roof on the building located at 12111 3rd Avenue; and*
- (2) *That a grant request in the amount of \$72,800 be approved under the Steveston Village Heritage Conservation Grant Program to assist with the roof replacement work for the building located at 12111 3rd Avenue, and disbursed in accordance with Council Policy 5900.*

CARRIED

LEGAL AND LEGISLATIVE SERVICES DEPARTMENT

6. **LIVE-STREAMING OF COUNCIL AND COMMITTEE MEETINGS AND OF COUNCIL-SCHOOL BOARD LIAISON COMMITTEE MEETINGS AND DEVELOPMENT PERMIT PANEL MEETINGS**

(File Ref. No. 01-0105-01) (REDMS No. 6491857 v. 3)

Discussion took place on (i) technical upgrades to the Anderson room to accommodate for physical distancing and live-streaming, (ii) keeping all Standing Committee meetings and Council meetings in Council Chambers during the Covid-19 pandemic, (iii) potential installation of plexiglass dividers for Council Chambers, and (iv) liaising with the Richmond School District with regard to livestreaming Council/School Board Liaison Committee meetings.

Direction was given to staff to provide a memorandum in relation to public engagement and online viewing statistics of Council and Committee meetings.

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

It was moved and seconded

- (1) *That during the Covid-19 pandemic:*
 - (a) *all Standing Committee and Council meetings will be held in the Council Chambers;*
 - (b) *all Standing Committee meetings, Council meetings, Council/School Board Liaison Committee meetings, subject to*

6.

General Purposes Committee
Monday, July 20, 2020

Richmond School District approval, and Development Permit Panel meetings be livestreamed;

- (2) *That during the Covid-19 pandemic, staff explore technological upgrades to the Anderson Room for live-streaming functionality post Covid-19;*
- (3) *That staff provide budgetary implications information, including changes to Council Chambers and the Anderson Room; and*
- (4) *That the above mentioned matters be further revisited post Covid-19.*

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

7. AWARD OF CONTRACT 6676P – SUPPLY OF HYDRO-VAC SERVICES

(File Ref. No. 10-6000-00) (REDMS No. 6483396 v.3)

It was moved and seconded

- (1) *That contract 6766P – Supply of Hydro-Vac Services for an initial three-year term be awarded on an “as and when requested” basis to McRae’s Environmental Service Ltd as the most responsive and responsible bidder. The initial three-year term is estimated at \$7,277,841 exclusive of taxes and 10% contingency; and*
- (2) *That approval from Council will be requested prior to staff executing an option to renew the contract for a further two-year term, for a maximum total term of five years; and*
- (3) *That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract with McRae’s Environmental Service Ltd.*

CARRIED

8. LIBRARY CULTURAL CENTRE MECHANICAL UPGRADE PROJECT

(File Ref. No. 10-6125-05-01) (REDMS No. 6368260)

In reply to queries from Committee, staff provided an overview of pricing of carbon emissions and noted that (i) option 2 has more environmental benefits; however, a higher cost, (ii) the building has a longevity of 15-20 years, (iii) in the future the goal is to connect the building to the Lulu Island Energy District, (iv) there are no plans for parking on the rooftop of the building, and (v) should this project move forward, it will not impact any future building upgrades.

7.

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Monday, July 20, 2020

Direction was given to staff to provide a memorandum on potential future cost savings with regards to Green House Gas Emissions providing comparative information.

It was moved and seconded

That the Equipment Renewal and GHG Reduction Project, described as Option 2 on page 4 in the staff report titled "Library Cultural Centre Mechanical Upgrade Project", dated July 20, 2020, from the Director, Sustainability and District Energy, be approved.

CARRIED

Opposed: Cllr. Loo

PLANNING AND DEVELOPMENT DIVISION

9. **ESTIMATED COSTS FOR TEMPORARY ROAD CHANGES IN STEVESTON VILLAGE FOR AUGUST 2020**

(File Ref. No.)

Staff reviewed the memorandum dated July 20, 2020, from the Manager, Economic Development, (attached to and forming part of these Minutes as Schedule 1).

In response to queries from Committee, staff advised that (i) traffic control personnel are public works staff, (ii) overtime would be accrued if hours were outside of normal working hours or on weekends, (iii) temporary patios are available to Richmond businesses that meet the criteria, (iv) nine temporary patio applications have been approved with five outside of the Steveston area, (v) a hybrid model with Moncton Street opened on weekdays and closed on weekends could be examined, and (vi) traffic control staff would help coordinate deliveries, provide directions.

Direction was given to staff to provide a memorandum outlining the signage plan for the proposed street closures in Steveston Village.

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

It was moved and seconded

- (1) *That Option 2, One-Way on Moncton Street and One-Way on Bayview Street from August 4, 2020, until and including Labour Day, as outlined in the staff memorandum titled "Estimated Costs for Temporary Road Changes in Steveston Village for August 2020" dated July 16, 2020, from the Director, Transportation, be approved; and*
- (2) *That staff provide clarification regarding the cost and source of funding for the street closures; and*

8.

General Purposes Committee
Monday, July 20, 2020

- (3) *That staff provide a comprehensive signage plan for the street closures.*

The question on the motion was not called as discussion took place on insufficient space for pedestrians on one-way streets and in reply to a query from Committee, staff noted that all businesses in the area would receive information with an email and phone number should they have any concerns or issues.

The question on the motion was then called and it was **CARRIED** with Cllr. Greene opposed.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:12 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, July
20, 2020.

Mayor Malcolm D. Brodie
Chair

Sarah Goddard
Legislative Services Associate



City of Richmond

Schedule 1 to the Minutes of the
General Purposes Committee
meeting of Richmond City
Council held on Monday, July 20,
2020.

Memorandum Finance and Corporate Services Division

To: Mayor and Councillors
From: Katie Ferland
Manager, Economic Development
Date: July 20, 2020
File: 08-4150-01/2020-Vol 01
Re: **Update on Steveston Business Engagement re: COVID-19 Street Usage**

Following Council's decision on July 13, 2020, to implement temporary road changes in Steveston Village on the BC Day long weekend, staff conducted further outreach to area merchants to advise them of these changes. Feedback was also sought regarding the possibility of extending these changes beyond the long weekend as a means to support businesses and economic recovery while providing additional space for merchants, residents and visitors to meet physical distancing requirements.

Objective

Ensuring public health and community safety continues to be the number one priority for the City and for businesses during the COVID-19 pandemic, and is key to economic recovery. To support this objective the City has implemented various initiatives in Steveston Village including creating extra space for pedestrians and cyclists on Bayview Street, having a team of roving Community Ambassadors to educate the public on physical distancing in parks and open spaces, and monitoring and enforcing public health orders. A temporary patio program was also introduced to provide restaurants, cafes and pubs with additional space to safely accommodate patrons and increase their seating capacity.

In addition, temporary road changes have been introduced for Canada Day and for the BC Day long weekend in order to provide additional space for residents, businesses, customers and visitors when increased crowds are expected.

Beginning in early June the City has conducted multiple rounds of outreach to Steveston Village merchants regarding temporary road changes introduced or considered. Council has been notified of the results of this consultation, which included hand delivery of notices to all businesses in Steveston Village, an on-line and telephone survey conducted between June 6 and 10, an online presentation on June 9, and an invitation to provide feedback on measures implemented for Canada Day. Because of the short time frame to receive input during the initial consultation, and the introduction of subsequent temporary road changes for the BC Day long weekend, additional outreach was undertaken as described below.

Method

Between July 15 and 20 staff from the Economic Development Office, assisted by Community Ambassadors, contacted all businesses with addresses on Moncton Street and Bayview Street to inform them of the temporary changes that will be in effect from August 1 to 3 and to seek their input and feedback regarding the possibility of extending these changes beyond the long weekend. While all businesses in Steveston Village will be notified of the temporary changes in advance, this particular outreach was directed to businesses with addresses on Moncton Street and Bayview Street as the initial survey indicated that they would be the most impacted by such changes.

July 20, 2020

- 2 -

102 businesses were contacted through in person visits, by telephone, and via email. 82 businesses responded to that outreach, representing an 80% response rate.

Results

43% of the businesses consulted (35) were in favour of extending the approved road changes beyond the BC Day long weekend. Comments received include:

- There is a need to create additional space for pedestrians and cyclists in Steveston as it becomes busier with improving summer weather.
- Expanding commercial retail and restaurant areas would only be viable for some businesses if street space was repurposed for this use.
- Businesses require certainty on any changes introduced so that they can adequately prepare and plan.

49% of the businesses consulted (40) were opposed to extending the approved road changes beyond the BC Day long weekend. Comments received include:

- Parking is already a challenge in Steveston Village and losing on-street parking would cause difficulties for regular customers and those with mobility issues.
- Moncton Street is not busy enough on a daily basis to warrant the ongoing full closure of the street, which could have a detrimental impact on businesses.
- Regular vehicle access to the streets is imperative for loading, delivery and servicing activities.
- Creating a one-way loop between Bayview Street and Moncton Street could be a viable option to maintain vehicle circulation and some on-street parking, while creating additional space for pedestrian and cyclist movement, as well as for commercial activities to expand onto the street.

9% of the businesses consulted (7) declined to provide a response. 8 businesses were unreachable due to indefinite closures and other reasons, and staff continue to attempt to contact the remaining 13 businesses on Moncton Street and Bayview Street that have not yet provided their feedback.

Conclusion

Businesses in Steveston have been consulted through various means beginning in early June regarding temporary road changes that are being planned or considered. The most recent targeted outreach to 102 businesses on Bayview Street and Moncton Street occurred between July 15 and 20 and yielded an 80% response rate. There was no clear consensus regarding the option of extending the planned temporary changes (one-way traffic on Bayview Street and the closure of Moncton Street) beyond the BC Day long weekend. The wide variety of responses received reflects the different types of businesses operating in Steveston Village and their unique needs. Staff will continue to work with businesses in Steveston and throughout Richmond on various economic response and recovery initiatives.

If there are any questions regarding this information, please contact the undersigned.



Katie Ferland
Manager, Economic Development
604-247-4923

cc SMT
 Lloyd Bie, Director, Transportation
 Carli Williams, Manager, Business Licence and Bylaws



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jason Kita
Director, Corporate Programs Management
Group
Date: June 11, 2020
File: 01-0103-01/2019-Vol
01
Re: 2020 UBCM Community Excellence Awards

Staff Recommendation

That the City's entries for the Union of BC Municipalities (UBCM) Community Excellence Awards be endorsed, including:

1. Excellence in Governance: The City of Richmond's Organizational Development Program;
2. Excellence in Service Delivery: Community Wellness Strategy 2018-2023;
3. Excellence in Asset Management: Richmond Flood Protection Program; and
4. Excellence in Sustainability: Mitchell Island Environmental Stewardship Initiatives.

Jason Kita
Director, Corporate Programs Management Group
(778-233-0660)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
CPMG	<input checked="" type="checkbox"/>	
Community Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

The Union of BC Municipalities (UBCM) Community Excellence Awards recognize and celebrate UBCM members that have implemented projects or programs that demonstrate excellence in meeting the purposes of local government in BC. The awards are designed to profile promising practices and to encourage local governments to learn from the success of other members in order to implement changes in their own communities.

Entries for this year's awards submissions must include a resolution by Council indicating support for the entries to be considered for a 2020 award by August 14, 2020.

Analysis

The City of Richmond is committed to a culture of continuous improvement and our vision "to be the most appealing, livable and well-managed community in Canada." One of the ways in which we measure our success in achieving our objectives is through the awards and recognition the City receives from its peers in local government and from others. The City of Richmond has a lengthy list of awards and other accolades received in recent years, which are recorded on the City's website at: www.richmond.ca/discover/about/awards.

In particular, Richmond has received a number of awards from the UBCM through its Community Excellence Awards program. The UBCM is now accepting entries for its 2020 Community Excellence Awards in four categories. Staff have reviewed the award criteria and are recommending entries in the following categories:

Excellence in Governance

Governance is the process of decision-making and the means by which decisions are implemented (or not implemented). This category includes projects/programs that utilize governance processes or policies that are outcomes-based and consensus oriented, support and encourage citizen participation in civic decision-making, are efficient, equitable and inclusive, open and transparent; and exemplify best practices in accountability, effectiveness, and long-term thinking. This may include projects focused on staff, elected officials and/or the community at large.

City of Richmond entry: The City of Richmond's Organizational Development Program.

The City of Richmond's Organizational Development Program is a key component in establishing common values that govern the way the organization operates. As a corporate-wide initiative the program provides staff with a framework to keep corporate culture at the forefront, increase engagement, and improve functional collaboration, innovation, and communication with the objective of maximizing performance. Centred on the City of Richmond's vision, the Organizational Development Program outlines eight focus areas that each contribute to the City's corporate culture of continuous improvement: Values, Leadership, Customer Service, People, Structure, Aligned Strategies, Operational Performance, and Corporate Performance. These focus areas provide a common language and understanding for staff to make decisions, define

priorities, and drive outcomes. By clearly defining corporate-wide guidelines and standards, the organization is aligned on accountability, effectiveness, and long-term thinking. The Organizational Development Program has provided a foundation for a united, cohesive, and resilient work force that is able to quickly respond, adapt, and address unexpected challenges, such as the current COVID-19 pandemic.

Excellence in Service Delivery

Service delivery involves the actual production and provision of goods and services to the community, and should be integrated with community plans and aligned with financial plans. This category includes projects/programs that provide effective services in a proactive manner, demonstrate benefit to the community, and utilize performance measures, benchmarks and standards to ensure sustainable service delivery.

City of Richmond entry: Community Wellness Strategy 2018-2023.

In 2018, the City of Richmond, in partnership with Richmond School District-38 and Vancouver Coastal Health – Richmond adopted the 2nd five year Community Wellness Strategy. This strategy prioritizes wellness as a contributor to a vibrant, appealing and liveable community and identifies innovative approaches to most effectively impact wellness outcomes. By working cross-sector and collaboratively the potential impact on the community is anticipated to be much greater than any one of our individual organizations efforts might be. The strategy identifies key initiatives and actions to improve wellness for Richmond residents and to increase opportunities for individuals, neighbourhoods and communities to be active and healthy. Since its adoption a variety of successes have been realized including education for staff regarding mental well-being, expansion of the playbox, art truck and Walk Richmond programs, and implementation of a Food Map for Richmond Residents. The Strategy includes an evaluation framework, which outlines a logic model including indicators and data sources that serves as a guide for evaluating the overall Strategy.

Excellence in Asset Management

Asset management is an integrated business approach that involves planning, finance, engineering and operations to effectively manage existing and new infrastructure in order to maximize benefits, reduce risk and provide satisfactory levels of service to community users in a sustainable manner. This category includes projects/programs that demonstrate a comprehensive system of asset management policies and practices.

City of Richmond entry: Richmond Flood Protection Program.

The average elevation of the City of Richmond is one metre above sea level, and the City depends primarily on its diking infrastructure for protection against flood events. Considering the effects of climate change, such as sea level rise and increased storm intensity, it is essential for Richmond to have a robust perimeter diking system to mitigate potential inundation and ensure protection of lives and safeguarding of the City infrastructure. The City of Richmond updated its Flood Protection Management Strategy (FPMS) to overcome the existing and future anticipated challenges in order to maintain a high level of flood protection for the community. The FPMS

reviews the City's vision, regional guidelines, and innovation in flood protection to establish a world-class standard for Richmond's flood protection system. The City has also developed a Dike Master Plan, which provides area-specific solutions for perimeter dikes and recommends upgrades based on current climate change science.

Excellence in Sustainability

Sustainability means meeting current needs without compromising the ability of future generations to meet their own needs. This category recognizes UBCM members that incorporate a long-term sustainability lens by considering the four pillars - cultural, social, economic and environmental issues - in planning, policy and practice. Projects/programs that incorporate a long-term sustainability lens by considering cultural, social, economic and environmental issues in planning, policy and practice.

City of Richmond entry: Mitchell Island Environmental Stewardship Initiatives.

Mitchell Island is an important industrial hub within the City of Richmond that is connected to the ecologically sensitive Fraser River through the City's drainage infrastructure. Persistent environmental concerns have been noted in the area and in response Richmond implemented an island-specific program to promote environmental stewardship among local land and business owners, assess and monitor the health of the island environment, and improve collaboration between staff and senior governments. The program has generated new heights of cooperation amongst stakeholders on Mitchell Island, and additionally identified and mitigated numerous sources of Fraser River water contamination. Many businesses, once made aware of their impacts, have been quick to install pollution mitigation infrastructure such as settling ponds, pH correcting technologies, impervious surfaces, and wheel washes, resulting in measurable improvements to island storm discharge water quality.

Richmond has demonstrated excellence, leadership and innovation in all four areas being recommended for entry in this year's UBCM awards competition. With Council's endorsement of these entries, Staff will complete the award submission process prior to the deadline.

Financial Impact

None.

Conclusion

One of the ways in which the City of Richmond measures our success in achieving our objectives is through the awards and recognition the City receives from its peers in local government and from others. The Union of BC Municipalities (UBCM) Community Excellence Awards recognize implemented projects or programs that demonstrate excellence in local

June 11, 2020

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government in BC. This provides a further opportunity for the City of Richmond to be recognized for its commitment to continuous improvement and excellence in municipal governance and service delivery.



Jason Kita
Director, Corporate Programs Management Group
(778-233-0660)



City of Richmond

Report to Committee

To: General Purposes Committee
From: Lloyd Bie, P. Eng.
Director, Transportation
Date: June 19, 2020
File: 01-0154-04/2020-Vol 01
Re: TransLink 2020 Capital Cost-Share Program – Supplemental Applications

Staff Recommendation

That as described in the report titled “TransLink 2020 Capital Cost-Share Program – Supplemental Applications” dated June 19, 2020 from the Director, Transportation:

- (a) the transit-related projects recommended for cost-sharing as part of the TransLink 2020 Bus Speed and Reliability Program be endorsed;
- (b) should the above project receive final approval from TransLink, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the Revised Consolidated 5 Year Financial Plan (2020-2024) be updated accordingly; and
- (c) staff be directed to implement the projects approved by TransLink and report back in one year as part of the City’s proposed applications to TransLink’s 2021 Capital Cost-Share Programs.

Lloyd Bie, P. Eng.
Director, Transportation
(604-276-4131)
Att. 4

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

Staff Report

Origin

In October 2019, Council endorsed the submission of several road, bicycle and transit-related improvement projects for funding consideration from TransLink's 2020 capital cost-share funding programs. In response to a late call in March 2020 from TransLink for submissions to its 2020 Bus Speed and Reliability (BSR) Program, the City submitted eight applications. The City's 2020 BSR Program submissions have received preliminary approval and are anticipated to receive final approval in early July 2020. Staff are now seeking Council's endorsement of the projects and authorization to execute the anticipated funding agreements.

Beginning in March 2020, TransLink has made a number of operational changes in response to the COVID-19 pandemic to balance lower ridership with the need to maintain physical distancing, and address the loss of fare revenue, gas tax and other funding sources. TransLink has advised that there is no change at this time to its capital funding towards municipal cost-share programs and the 2020 programs will proceed.

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

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

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

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.3 *Build on transportation and active mobility networks.*

Analysis

TransLink 2020 Bus Speed and Reliability Program

TransLink's Bus Speed and Reliability (BSR) Program provides cost-share funding for feasibility studies and capital projects that support improved bus speed and reliability. TransLink may provide up to 100% cost-share funding for projects deemed to be high priority. For 2020, the BSR Program has \$3.725 million with all funding available on a competitive basis. Of the total applications received, the City's projects are recommended to receive the most funding of any municipality and comprise 35% (\$950,150) of the total funding recommended for approval (Figure 1). As summarized in Table 1 and described in detail below, the City submitted a total of eight applications to the 2020 BSR Program.

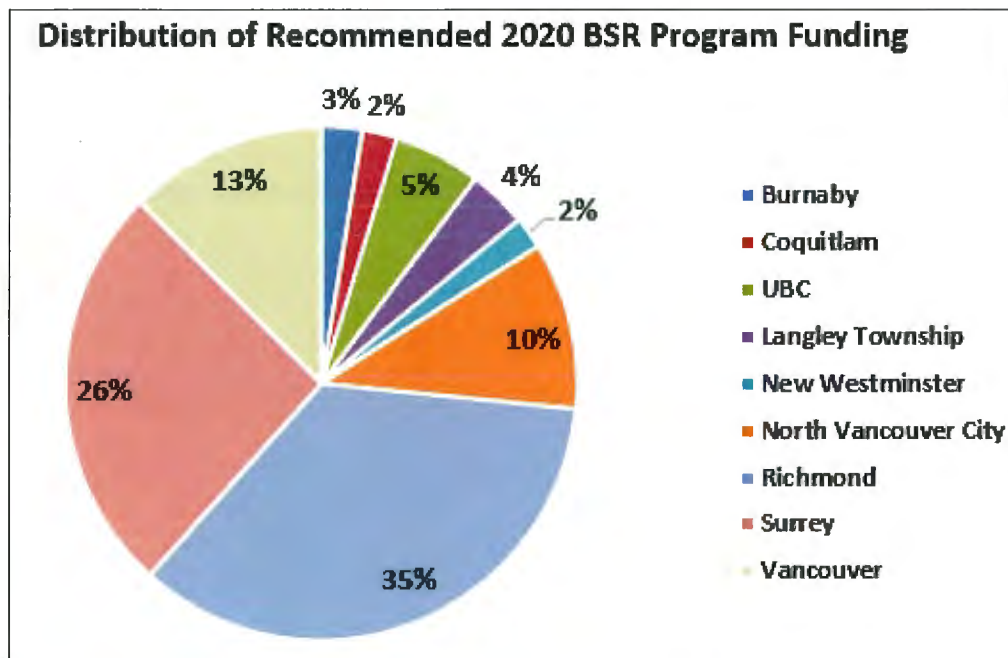


Figure 1: Distribution of Recommended 2020 BSR Program Funding

Table 1: Summary of Projects submitted to 2020 BSR Program

Category	# of Projects	General Scope
Capital Project	5	Implement measures recommended by Project Development studies completed as part of the approved 2019 BSR Program: (1) Steveston Highway and No. 5 Road in vicinity of Highway 99: Channelization of Traffic (2) Bridgeport Station and Transit Exchange: Bus Access (3) Bridgeport Station and Transit Exchange: Bus Egress (4) Eastbound Westminster Highway at Garden City Road: Signal Changes (5) Eastbound Westminster Highway at Garden City Road: Left-Turn Lane
Project Development	3	Undertake studies of "hot spot" locations in Richmond where buses are experiencing travel delays as identified by TransLink: (1) No. 3 Road (Cook Road-Steveston Highway) (2) Corridor and "Hot Spot" Analysis: various locations (3) Steveston Highway (Highway 99-Palmberg Road)

Steveston Highway and No. 5 Road in vicinity of Highway 99: Channelization of Traffic

As part of the 2019 BSR Program, the City received funding to retain a consultant to analyze delays for bus service along Steveston Highway in the vicinity of Highway 99 and identify potential solutions. As shown in Table 2, a number of bus routes travelling eastbound on Steveston Highway from Shell Road towards Highway 99 encounter major delays due to traffic congestion during peak periods with many bus operators opting to take a long detour through Riverside Industrial Park to avoid the congestion. Similarly, buses travelling northbound on No. 5 Road intending to make a right turn at Steveston Highway also encounter traffic congestion as both eastbound lanes on Steveston Highway can be occupied by traffic heading to southbound Highway 99.

Table 2: Bus Routes Impacted by Congestion on Steveston Highway and No. 5 Road in vicinity of Highway 99

Bus Route	Routing	Destination
403, 404, 408 (weekends), 413	Eastbound Steveston Hwy	Entertainment Blvd
Buses leaving Richmond Transit Centre "Not in Service" to begin peak period service south of the Fraser River (i.e., from Ladner, Tsawwassen or White Rock)	Northbound No. 5 Road and Eastbound Steveston Hwy	Highway 99 Southbound

In addition, a key traffic-related concern received by the City from the public is that eastbound traffic on Steveston Highway intending to access No. 6 Road or northbound Highway 99 via the Highway 99 overpass is blocked by congestion on Steveston Highway from No. 5 Road to Highway 99, which stems from queued southbound traffic for the George Massey Tunnel and/or last minute merging of motorists traffic using and blocking the inside lane.

To improve bus speed and reliability as well as overall traffic operations, particularly for eastbound traffic using the Highway 99 overpass, the 2019 BSR study examined numerous options and ultimately recommended new signage and pavement markings to better direct motorists and minimize weaving, as well as traffic signal modifications.

This proposed 2020 BSR Program project will implement the recommended measures that separate and channelize traffic movements along Steveston Highway and No. 5 Road, and modify the traffic signal at Steveston Highway-No. 5 Road (Attachment 1). The components of the project comprise the following measures:

- Eastbound Steveston Highway: Install continuous flexible delineators along the approaches to No. 5 Road and to Highway 99 to separate traffic destined for southbound Highway 99 (curb lane) and northbound Highway 99/eastbound Steveston Highway (inside lane).
- Eastbound Steveston Highway at Highway 99: Provide a bus-only lane at the Highway 99 southbound on-ramp approach.
- Northbound and Southbound No. 5 Road: Install continuous flexible delineators along the approach to Steveston Highway and provide exclusive and shared turning lanes.
- Southbound No. 5 Road to Eastbound Steveston Hwy: The southbound to eastbound left-turn movement will be restricted for trucks for safety considerations due to conflicts if two trucks are turning simultaneously. Truck drivers making this movement will need to detour via Horseshoe Way and Coppersmith Way. However, few trucks will be impacted by this proposed change as currently, three trucks in the morning and one truck in the afternoon peak periods typically make the southbound to eastbound turn movement.
- No. 5 Road-Steveston Highway: Modify traffic signal operation.
- Signage and Pavement Markings: Add new signage (overhead and shoulder-mounted) on Steveston Highway and No. 5 Road to notify motorists of the changes and modify pavement markings to accommodate the changes.

The proposed measures will benefit both bus and general traffic operations, and are compatible with any future changes in the area associated with potential improvements at the Steveston Highway-Highway 99 Interchange and the George Massey Tunnel crossing. The key benefit for motorists is that vehicle traffic will be channelled into the correct lane before approaching the Steveston Highway-No. 5 Road intersection, thereby reducing the congestion on eastbound

Steveston Highway from No. 5 Road to Highway 99 that arises from the last minute merging of traffic using and blocking the eastbound centre lane on Steveston Highway. Longer vehicle queues for traffic destined for Highway 99 southbound may result as the proposed improvements will direct motorists into the appropriate lane before approaching the Steveston Highway-No. 5 Road intersection.

Transit service in particular will benefit as the channelization will help buses to access:

- the eastbound bus-only lane on Steveston Highway for routes destined southbound on Highway 99; or
- the through eastbound lane on Steveston Highway across the Highway 99 overpass for routes destined for No. 6 Road.

Stakeholder Consultation and Public Awareness

Staff have shared the proposed measures with the Ministry of Transportation and Infrastructure (the Ministry), who did not identify any significant concerns. Prior to implementation, staff will undertake detailed design, discuss the measures in further detail with the Ministry and consult with local area businesses and stakeholders. Targeted consultation via a mail-out to residents and businesses within the area bordered by Williams Road, Shell Road, Entertainment Boulevard, and Dyke Road will occur in Q3 2020. The general public will be advised of the proposed measures prior to implementation via the City's regular communications channels (e.g., media release, information on City website, social media, etc).

Enforcement

The proposed measures are a notable change to traffic movements and staff anticipate that increased enforcement may be required to ensure motorists' compliance, particularly during the initial implementation phase. Staff have consulted with Richmond RCMP regarding the project and will continue to engage with RCMP throughout the project implementation.

ICBC Safety Audit of Proposed Improvements

At the City's request, ICBC staff carried out an independent safety audit of the proposed scope with an aim to improve the overall road safety performance of the project. The proposed design has incorporated ICBC's suggestions from the audit that are feasible and implementable within the project scope.

Implementation

Pending Council endorsement, the project will be implemented in Q4 2020/Q1 2021 following public and stakeholder consultation. Staff will monitor operations and report back in one year with any recommended modifications.

Bridgeport Station and Transit Exchange: Bus Access and Egress

As part of the 2019 BSR Program, the City received funding to retain a consultant to analyze delays due to traffic volumes for regional bus routes to/from south of the Fraser River when travelling between Highway 99 and the Bridgeport Exchange. These two proposed 2020 BSR

Program projects will implement the recommended measures to improve bus speed and reliability (Attachment 2).

- *Bridgeport Station Access*: From Highway 99, regional buses currently travel westbound Bridgeport Road and northbound Great Canadian Way. This project will re-route these buses along Gage Road and Beckwith Road, thus avoiding the congestion along the current route. The changes comprise new signage and pavement markings, and modification of the curb return at the northeast corner of Great Canadian Way-Beckwith Road to accommodate bus turning movements. Abutting business along Gage Road and Beckwith Road as well as residents on Beckwith Road east of Highway 99, who rely on these roads for access, will be informed of the proposed changes via mail notification.
- *Bridgeport Station Egress*: This project will modify signal operation and timing at Great Canadian Way-Sea Island Way to improve the operation performance and reduce the delay for regional bus routes when travelling from Bridgeport Exchange to Highway 99 via southbound Great Canadian Way and eastbound Sea Island Way. As a follow-up to the 2019 study, a separate study is currently underway to examine long-term improvements such as establishing a southbound bus-only lane on Great Canadian Way to further facilitate buses accessing Highway 99 southbound. These study findings will be reported back separately when completed.

Eastbound Westminster Highway at Garden City Road

As part of the 2019 BSR Program, the City received funding to retain a consultant to analyze the delays experienced by the 301 (Newton Exchange-Brighouse Station) service during peak hours at Westminster Highway-Garden City Road when making an eastbound to northbound left-turn. As recommended by the 2019 study, two separate projects are proposed for the 2020 BSR Program to reduce the delay in bus travel time (Attachment 3).

- *Traffic Signal*: Modify signal operation and timing to improve performance.
- *Eastbound Left-Turn Lane on Westminster Highway*: Increase the storage capacity for the eastbound left-turn lane by approximately 30 m to avoid the blockage of the left-turn bay by eastbound through vehicles and accommodate queuing during peak hours.

Project Development Studies

In addition to the above proposed capital projects, the City also submitted three Project Development studies as part of the 2020 BSR Program. All of the locations (Attachment 4) are identified by TransLink as key areas in Richmond where bus speed and reliability are negatively impacted. Subject to final approval by TransLink, each of the proposed projects will fund retaining a consultant to analyze the issues and identify potential solutions. If supported by the City and TransLink, the potential solutions may then be the subject of future cost-share applications to support implementation.

- *No. 3 Road (Cook Road-Steveston Highway)*: TransLink's 2019 Bus Speed and Reliability Report ranks No. 3 Road as #17 among the top 20 corridors in the region (and the only one in Richmond) contributing to person-hours of delay. The project will review and identify bus

speed and reliability issues in the southern portion of the corridor and develop conceptual designs or operational plans to address the issues. A similar analysis and review of the northern section of No. 3 Road (Cook Road-River Road) is anticipated to be undertaken as part of TransLink's planned RapidBus service between Richmond and the Expo Line.

- *Corridor and "Hot Spot" Analysis:* TransLink has identified several corridors as having high person-hours of delay as well as selected hot spot intersections. This project will review and identify bus speed and reliability issues for these corridors and hot spots, and develop conceptual designs or operational plans to address the issues at the following sites:
 - Garden City Road: Sea Island Way-Cook Road
 - Lansdowne Road: No. 3 Road-Kwantlen Street
 - Granville Ave: No. 3 Road-No. 4 Road
 - Horseshoe Way at No. 5 Road
 - Bridgeport Road at Viking Way
- *Steveston Highway (Highway 99-Palmberg Road):* As the next phase of analysis of delays to bus operations along Steveston Highway in the vicinity of Highway 99, particularly in the westbound direction, this project will retain a QEP (Qualified Environmental Professional) to analyse and quantify the environmental impacts of widening Steveston Highway (Highway 99-150 m east of Palmberg Road) to provide an additional westbound lane to improve bus speed and reliability. An environmental impact analysis is required as there are ESA (Environmentally Sensitive Area) and RMA (Riparian Management Area) designations along this corridor that will need to be addressed if the road is to be widened.

Requested Funding and Estimated Project Costs

The total recommended funding for the City's Project Development and Capital Project applications to TransLink's 2020 Bus Speed and Reliability program is \$950,150, which will support projects with a total estimated cost of \$995,900 (Table 3). The City will receive 100% funding for the Project Development applications and will provide in-kind support via management of the consultant. Of the Capital Project applications, the City will contribute 10% of the estimated total cost towards two of the projects where the project is anticipated to improve travel speed and reliability for general traffic as well as buses. The City will receive 100% funding for the remaining three projects where the changes will primarily benefit bus performance. Overall, TransLink will fund 95% of the total costs with the City funding the balance of 5% of the total costs.

Table 3: Projects Approved as part of 2020 TransLink Bus Speed and Reliability Program

Category	Project	Requested TransLink Funding ⁽¹⁾	Proposed City Portion	Est. Total Project Cost
Project Development	No. 3 Road (Cook Road-Steveston Highway)	\$100,000	\$0	\$100,000
	Corridor and Hot Spot Analysis	\$100,000	\$0	\$100,000
	Steveston Highway (Highway 99-Palmberg Road)	\$26,200	\$0	\$26,200
	Subtotal	\$226,200	\$0	\$226,200

Category	Project	Requested TransLink Funding ⁽¹⁾	Proposed City Portion	Est. Total Project Cost
Capital Project	Bridgeport Station Access	\$25,900	\$0	\$25,900
	Bridgeport Station Egress	\$33,750	\$3,750	\$37,500
	Garden City Road-Westminster Highway: Signal Changes	\$87,800	\$0	\$87,800
	Garden City Road-Westminster Highway: Eastbound Left-Turn Lane Extension	\$198,500	\$0	\$198,500
	Steveston Highway (No. 5 Road-Hwy 99)	\$378,000	\$42,000	\$420,000
	Subtotal	\$723,950	\$45,750	\$769,700
	Total	\$950,150	\$45,750	\$995,900

(1) The amounts shown represent the maximum funding contribution to be requested from TransLink based on the City's cost estimate for the project. The actual amount invoiced to TransLink follows project completion and is based on incurred costs.

Should TransLink not provide final approval, the projects will be deferred and the City will re-apply to TransLink as part of its 2021 BSR Program. All projects are deemed good candidates for future BSR Program funding as they benefit transit riders and were developed in collaboration with TransLink staff. Based on the submissions being successful, the City will enter into funding agreements with TransLink. The agreements are standard form agreements provided by TransLink and include an indemnity and release in favour of TransLink. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreements.

Financial Impact

The City's proposed total funding share of \$45,750 can be accommodated within approved Transportation annual programs.

Conclusion

Eight projects submitted by the City have received preliminary approval by TransLink and are anticipated to receive final approval in July 2020 as part of its 2020 Bus Speed and Reliability program. Execution of the funding agreements and implementation of the projects will support advancing the goals of the *Official Community Plan* to achieve a higher transit mode share and improve traffic operations for the public at two key locations: Steveston Highway-No. 5 Road and Garden City Road-Sea Island Way.

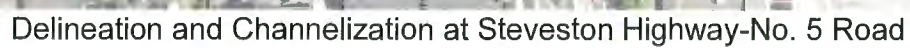


Joan Caravan
Transportation Planner
(604-276-4035)
JC:lce



Fred Lin, P.Eng., PTOE
Senior Transportation Engineer
(604-247-4627)

- Att.1: Steveston Highway and No. 5 Road in vicinity of Highway 99
- Att.2: Bridgeport Station and Transit Exchange: Bus Access and Egress
- Att.3: Eastbound Westminster Highway at Garden City Road
- Att.4: Location of Project Development Studies



Steveston Highway and No. 5 Road in vicinity of Highway 99



Overhead Signage on Steveston Highway west of Shell Road

Steveston Highway and No. 5 Road in vicinity of Highway 99

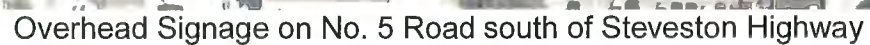
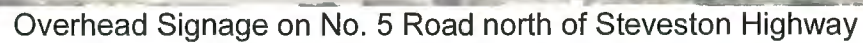


Overhead Signage on Steveston Highway east of Shell Road

Steveston Highway and No. 5 Road in vicinity of Highway 99



Overhead Signage on Steveston Highway east of Coppersmith Place



Steveston Highway and No. 5 Road in vicinity of Highway 99



Shoulder-Mounted Signage for Truck Detour
for Southbound No. 5 Road to Eastbound Steveston Hwy Left-turn Movement

Bridgeport Station and Transit Exchange: Bus Access and Egress

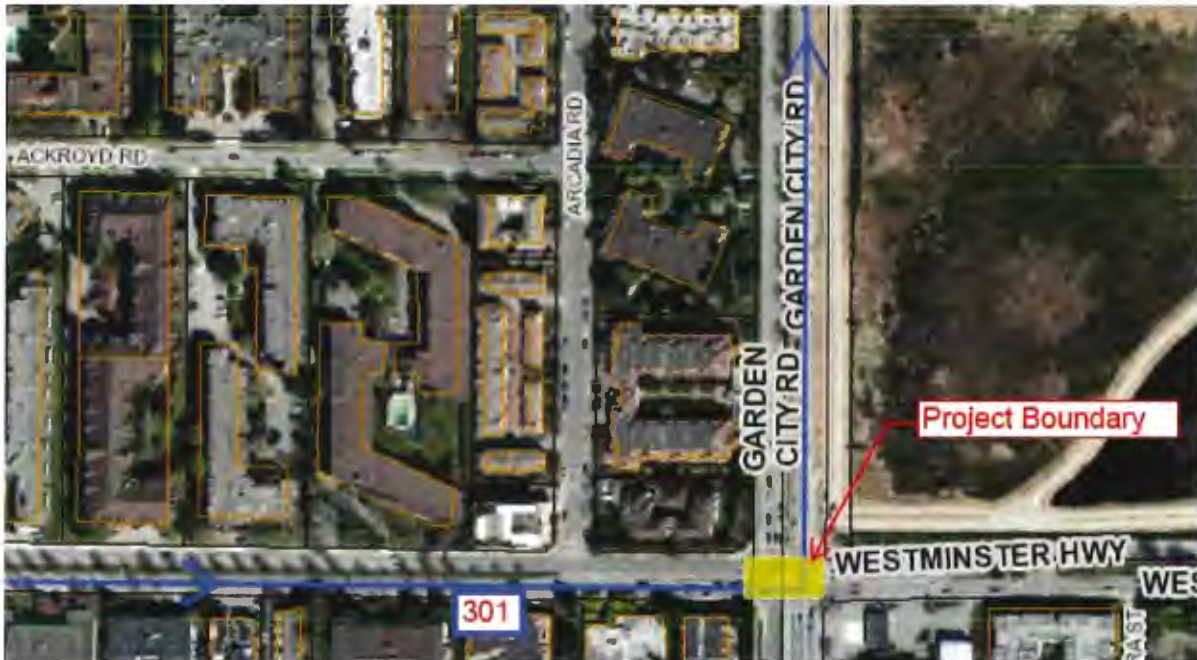


Bridgeport Transit Exchange: New Routing for Regional Bus Access

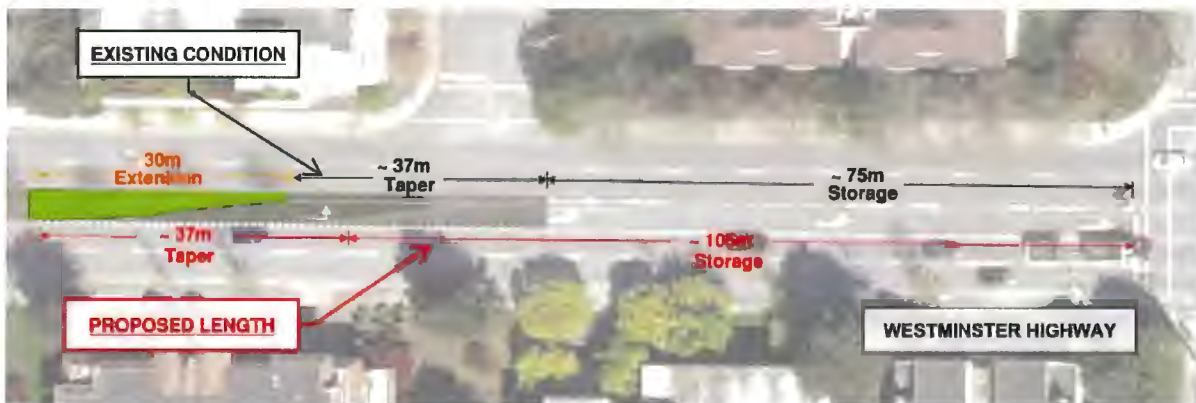


Bridgeport Transit Exchange: Modification to Traffic Signal Operations for Bus Egress

Eastbound Westminster Highway at Garden City Road



Westminster Highway-Garden City Road: Modification to Traffic Signal Operations



Eastbound Westminster Highway at Garden City Road: Extension of Left-Turn Lane

Location of Project Development Studies



No. 3 Road (Cook Road-Steveston Highway)

Location of Project Development Studies



Corridor and “Hot Spot” Analysis: Various Locations



Steveston Highway east of Highway 99: Environmental Study



To: Mayor & Councillors
From: Wayne Craig
Director, Development Applications
Date: July 21, 2020
File: HA 19-881148
Re: **Heritage Alteration Permit and Steveston Village Heritage Conservation Grant Applications at 12111 3rd Avenue (Steveston Hotel)**

At the General Purposes Committee meeting held July 20, 2020, a request was made to identify the name of the applicant in Staff Reports in cases where a development application is submitted by a numbered company or by an authorized agent on behalf of the property owner.

This memo responds to that request by identifying the name of the applicant and the property owner associated with the application for a Heritage Alteration Permit (HA 19-881148) and a Steveston Village Heritage Conservation Grant at 12111 3rd Avenue (Steveston Hotel), as follows:

- Applicant Kanaris Demetre Lazos (authorized agent).
- Property Owner 525 W. Georgia Street Ltd. (Incorporation No. BC 0656226)
Director Information - Sadru Ramji, Richmond, BC

Documentation from the property owner authorizing Kanaris Demetre Lazos to represent him in these applications is on file.

If you have any questions about this memo, please contact me directly at 604-247-4625.

Wayne Craig,
Director, Development
(604-247-4625)

WC/CL:blg

pc: SMT
Barry Konkin, Director, Policy Planning
Cynthia Lussier, Planner 2



City of Richmond

Report to Committee

To: General Purposes Committee

Date: June 29, 2020

From: Wayne Craig
Director, Development

File: HA 19-881148

Re: Application by Kanaris Demetre Lazos for a Heritage Alteration Permit (HA 19-881148) and a Steveston Village Heritage Conservation Grant at 12111 3rd Avenue (Steveston Hotel)

Staff Recommendation

1. That a Heritage Alteration Permit (HA 19-881148) be issued which would permit the replacement of the existing roof on the building located at 12111 3rd Avenue; and
2. That a grant request in the amount of \$72,800 be approved under the Steveston Village Heritage Conservation Grant Program to assist with the roof replacement work for the building located at 12111 3rd Avenue, and disbursed in accordance with Council Policy 5900.

Wayne Craig
Director, Development
(604-247-4625)

Barry Konkin
Director, Policy Planning
(604-276-4139)

WC/BK:cl

Att. 8

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	

Staff Report

Origin

Kanaris Demetre Lazos has submitted applications to:

- Obtain a Heritage Alteration Permit (HA 19-881148) to replace the existing roof of the building at 12111 3rd Avenue, known as the Steveston Hotel, on a site zoned “Steveston Commercial (CS2)”; and
- Seek a grant in the amount of \$72,800.00 through the Steveston Village Heritage Conservation Grant Program to assist with the proposed roof replacement work necessary to maintain the lifespan of the building at 12111 3rd Avenue.

A location map and aerial photo of the subject site are included in Attachment 1.

Findings of Fact

The Steveston Village is designated as a Heritage Conservation Area (HCA) in the Steveston Area Plan. 17 sites in the HCA are identified as protected heritage resources. The Steveston Hotel is one of these identified heritage resources. The hotel takes up a large portion of the west side of this block of 3rd Avenue at the west terminus of Moncton Street. The Steveston Area Plan and Heritage Procedures Bylaw 8400 require a Heritage Alteration Permit application for any exterior alterations proposed to the property as it is located within the HCA.

The Steveston Hotel is a two-storey utilitarian style building with a relatively flat façade and flat roof. The current use of the building is a hotel, restaurant, liquor primary establishment, and an existing non-conforming liquor store. The Statement of Significance describing the heritage value of the Steveston Hotel is included in Attachment 2.

Surrounding Development

Existing development immediately surrounding the subject property is as follows:

- To the north is a property that contains both the “Steveston Courthouse” at 12051 3rd Avenue (an identified heritage resource), as well as a vacant non-identified building at 12011 3rd Avenue. The property is zoned “Steveston Commercial (CS2)”, and is the subject of a development application to permit a mixed use building containing two storeys of residential units over ground-level parking and commercial uses, and involves relocation of the Steveston Courthouse elsewhere on the property (RZ 17-794156). The application is currently under staff review and will be subject to a separate report to Council upon completion of the staff review.
- To the south and west, is the Gulf of Georgia Cannery National Historic Site on a property zoned “Light Industrial (IL)”.
- To the east, across 3rd Avenue, is a new mixed use building ranging from one to three storeys on the former Rod’s Lumber site at 12088 3rd Avenue, containing commercial and residential uses on a property zoned “Commercial Mixed Use (ZMU33) – Steveston Village”.

Related Policies & Studies

Official Community Plan

The existing land use designation in the 2041 Official Community Plan (OCP) for the subject property is “Neighbourhood Service Centre”.

The Official Community Plan (OCP) includes City-wide direction and Policy to “preserve, promote and celebrate community heritage”.

This application is consistent with the land use designation and applicable policies in the OCP.

Steveston Area Plan

The Steveston Area Plan’s land use designation for the subject site is “Heritage Mixed Use (Commercial-Industrial with Residential & Office Above)” (Attachment 3).

The Steveston Area Plan includes direction and policy to:

- Conserve significant heritage resources throughout the Steveston area and to conserve the identified heritage resources within the Steveston Village Node (e.g., as per the Steveston Village Conservation Strategy).
- Provide incentives to the private sector to conserve buildings and sites designated as having significant heritage value in the Steveston Village.
- Support a Heritage Conservation Grant Program to assist in conserving the identified heritage resources in the Steveston Village.

This application is consistent with the objectives and land use designation in the Steveston Area Plan.

Steveston Village Heritage Conservation Grant Program

The Steveston Heritage Conservation Grant Program was established in 2009 to provide financial assistance to property owners for the exterior conservation of the 17 identified heritage resources in the HCA, including maintenance to extend the lifespan of protected buildings. Funds for the Program are provided by contributions obtained through development applications in exchange for additional density, senior government and non-governmental organization grants, and private donations. Council Policy 5900 regarding the Grant Program was updated on November 13, 2018 to better promote and facilitate exterior conservation of the identified heritage resources and utilization of the funds collected through the Grant Program (Attachment 4). Council Policy 5900 is summarized below:

- The maximum grant amount per identified heritage resource is \$150,000.
- An additional maximum grant of \$100,000 per identified heritage building may be considered by City Council, with private matching funding, to achieve exceptional heritage conservation, as determined by City Council.

- The grant may not exceed 50% of the total cost of eligible expenses (however, for a site owned by a registered non-profit society, City Council may consider providing up to 75% of the total cost of eligible expenses).
- Eligible expenses include roof replacement.
- The owner may apply for a grant more than once as heritage conservation may occur in stages.
- A grant will not be provided where the work has already been undertaken prior to City Council approval.

The current balance of the Grant Program account is \$1,072,450.92 as of May 31, 2020.

To-date, City Council has approved a total of two grants totalling \$165,159.38 to the owners of the protected buildings containing the former Steveston Methodist Church at 3711/3731 Chatham Street and the Tasaka Barbership at 3891 Moncton Street. The grants are to be disbursed once staff receive the required documentation identified in Council Policy 5900, confirming the actual cost and scope of the completed work.

Further assessment of the subject Heritage Conservation Grant application as it relates to Council Policy 5900 is provided in the “Analysis” section of this report.

The subject application for a Heritage Alteration Permit to replace the roof of the Steveston Hotel and for a Heritage Conservation Grant is consistent with the land use designation and applicable policies in the Steveston Area Plan. It involves the conservation of the flat-roofed building form, which is a character-defining element of this heritage resource as indicated in the Statement of Significance. Roof replacement is one of the eligible expenses under the Heritage Conservation Grant Program as it is necessary to extend the physical life of the heritage resource.

Public Consultation

A development sign has been installed on the subject property. Staff have not received any comments from the public about the application in response to the placement of the sign on the property.

Richmond Heritage Commission

The Heritage Alteration Permit and Heritage Conservation Grant applications were presented to the Richmond Heritage Commission on June 10, 2020, and were supported. Although not identified as a condition of the Permit, the Commission suggested that the applicant install screening on the west and north sides of the rooftop mechanical equipment following completion of the roof replacement work in order to minimize the visual impact of the equipment from neighbouring properties. An excerpt from the Commission meeting minutes is included in Attachment 5.

The applicant has indicated that the existing mechanical equipment will be re-installed in their existing locations on the roof after the roof replacement work is completed and that, because the

feasibility of installing rooftop screening hasn't been investigated at this time, the applicant has agreed to pursue a separate Heritage Alteration Permit application for the rooftop screening in the future, to be considered by the Director of Development.

Analysis

The Steveston Hotel has undergone significant exterior alterations since it was constructed in the 1890's, such that few original features of the building remain, other than the building's simple lines and flat-roofed form. Attachment 6 includes photos of the Steveston Hotel from various eras. In recent years, Heritage Alteration Permits have been issued for the subject property:

- To remove decorative shutters and replace all upper-storey windows (HA 18-804880).
- For the painting of a mural on the south elevation of the building on the property as a Canada 150 project (HA17-776233).
- To allow the replacement of a window with a new entry door to provide a separate entrance to the restaurant in the hotel (HA17-766440).
- To allow reconfiguration of the lot lines of 12111 and 12011 3rd Avenue so that each lot can function independently of one another in terms of access and parking (HA 16-723477).

None of the work undertaken as part of the above Heritage Alteration Permit applications altered original features of the Steveston Hotel.

Heritage Alteration Permit Application

This proposal involves the replacement of the existing roof and repair of damage caused by leaks into the building. Specifically, the scope of work involves:

- Removal of the tar and gravel roof system, existing plywood and shiplap roof layers, and replacement of rotted joists and other structural elements, as required.
- Replacement with new plywood, and a new torch on roofing system complete with new roof drains, caps, flashing and vents.

A plan showing the area of the roof replacement work is shown in Plan # 1 to the Permit, and the Applicant's proposal and photos illustrating the existing condition of the roof are included in Attachment 7.

No changes are proposed to the height of the building and the existing building parapet will continue to conceal the rooftop mechanical equipment from 3rd Avenue.

The roof replacement work proposed with the subject Heritage Alteration Permit application will not alter original features of the Steveston Hotel and maintains its flat-roofed form, which is a character-defining element identified in the Statement of Significance.

The proposal is a necessary heritage conservation intervention that is intended to maintain the building's lifespan. Further conservation work to maintain the building will occur incrementally in the future.

Heritage Conservation Grant Application

The applicant has requested the maximum grant amount of \$72,800 to assist with the proposed roof replacement work. The lower estimate for the proposed work is \$145,600 (not including tax), and the requested amount is 50% of the total cost, consistent with Council Policy 5900. Two cost estimates from independent contractors are included in Attachment 8.

The proposed roof replacement work at the Steveston Hotel is eligible for a grant as Council Policy 5900 identifies that eligible expenses include roof replacement as it is necessary to extend the physical life of the protected building.

Staff have used the following evaluation criteria to assess the grant application, as per Council Policy 5900:

- How the proposed work contributes to preserving and enhancing the overall historic fabric of Steveston Village.
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building.
- How the proposed work helps extend the physical life of the building.
- The overall quality of the submission and the applicant's ability to carry out the project in a reasonable timeframe and secure other funding sources.

Overall, the application complies with the above criteria. The proposed roof replacement work contributes to extending the physical life of the building, which is showing signs of damage evident by leaks throughout the building. In doing so, the proposed work preserves its social and cultural value as a historic and continuing community gathering place and local business in Steveston Village. Since the proposed work conserves the existing flat-roofed form and simple form, which are character-defining elements of the building, its heritage value is not impacted or reduced. The applicant has indicated that he has the ability to carry out the project in a reasonable timeframe and to provide the required matching funds. As the application meets the evaluation criteria, staff support the grant application.

Should City Council approve the grant application, the roof replacement work must be completed before the grant is disbursed. As noted in Council Policy 5900, the applicant will be required to submit a letter confirming the actual cost of the completed work, as well as a project completion report demonstrating that the work was completed in accordance with the Heritage Alteration Permit.

Financial Impact

Funding for this \$72,800 grant request is available in the Steveston Village Heritage Conservation Grant Program fund.

Conclusion

The applicant is seeking a Heritage Alteration Permit and Heritage Conservation Grant in the amount of \$72,800 to assist with replacing the existing roof of the Steveston Hotel at 12111 3rd Avenue, which is one of the identified heritage buildings in the Steveston Village Heritage Conservation Area.

The proposed roof replacement work extends the physical life of the building and conserves the character-defining elements of the Steveston Hotel, thereby retaining its heritage value, and the grant application is consistent with the Council Policy 5900.

On this basis, staff recommend that the Heritage Alteration Permit be endorsed, and issuance by City Council be recommended.



Cynthia Lussier
Planner 2
(604-276-4108)

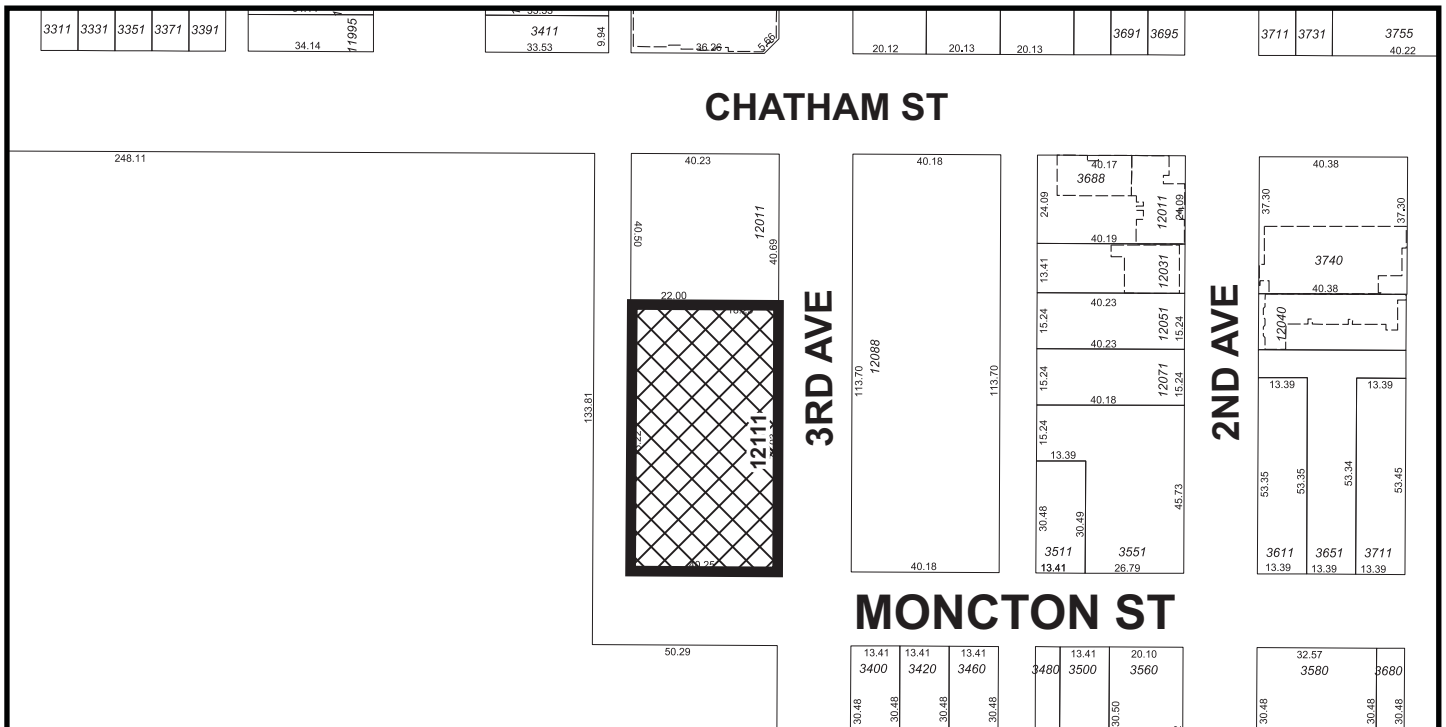
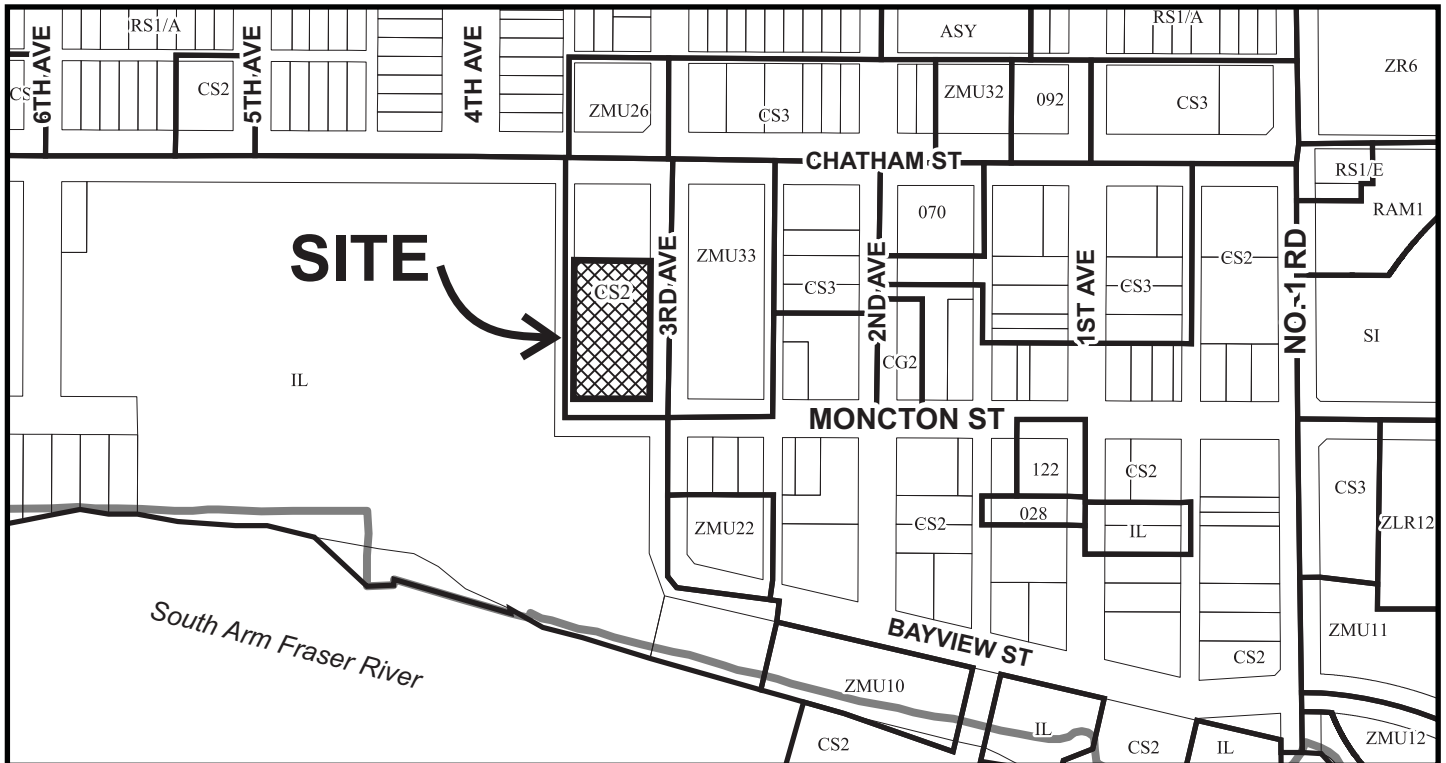
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- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Statement of Significance for the Steveston Hotel
- Attachment 3: Steveston Waterfront Neighbourhood Land Use Map
- Attachment 4: Council Policy 5900
- Attachment 5: Excerpt from the June 10, 2020 Richmond Heritage Commission Minutes
- Attachment 6: Photos of the Steveston Hotel
- Attachment 7: Applicant's Proposal and Photos of Existing Roof Condition
- Attachment 8: Cost Estimates from Independent Contractors



City of Richmond

Attachment 1



HA 19-881148

Original Date: 01/08/20

Revision Date:

Note: Dimensions are in METRES

CNCL - 76



City of Richmond



HA 19-881148

Original Date: 01/08/20

Revision Date:

Note: Dimensions are in METRES

**Moncton Street
resources**

**22. 12111 3rd Avenue
Steveston Hotel/Sockeye Hotel**



Description

The Steveston Hotel (Sockeye Hotel) takes up the west side of a full block along Third Avenue. The historic place is a two-storey, utilitarian structure with a flat, unarticulated façade and a flat roof. It directly fronts the street, without transition or landscaping.

Values

The Steveston Hotel is valued for its historic association with the development of the Steveston townsite and its social and cultural value as a community gathering place and local business. Constructed in 1894, the hotel represents the economic infrastructure which supported the local fishing and canning industries historically, and the tourism industry today. As an historic and longstanding fixture in the community, it is significant that this historic place has had continuing use as a gathering place for the town's citizens, and continues to operate in its original function today.

Architecturally, the Steveston Hotel is an excellent example of a building which predates the fire of 1918. A significant landmark building in the commercial downtown of the village, it represents the growth of Steveston as a prosperous frontier town in the late nineteenth and early twentieth centuries. It is also important to note the role of this building as a refuge for many after the fire, and its contribution to rebuilding the town seen in its temporary housing of the Steveston Post Office for a time.

Character-Defining Elements

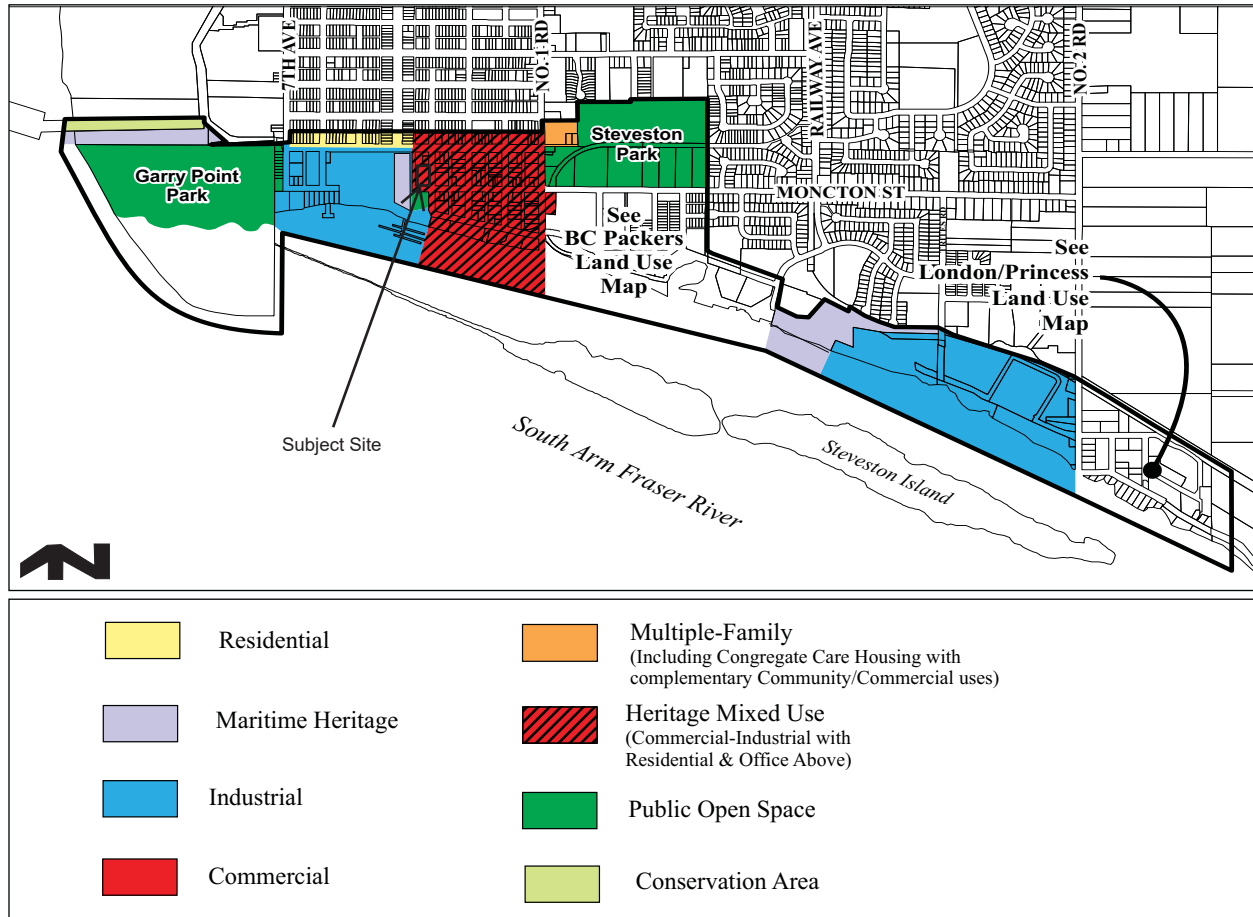
The character-defining elements of the Steveston Hotel include:

- The hotel's landmark status at the terminus of Steveston's main street
- Its prominent location at the corner of Moncton Street and 3rd Avenue
- The liveliness and diversity the establishment lends to the street edge along 3rd Avenue
- Surviving elements of its two stages of construction, seen in such elements as its flat-roofed form and simple lines

This resource met the following criteria:

- Criterion 1: The overall contribution of the resource to the heritage value and character of Steveston
- Criterion 2: The ability of the resource to represent a certain historical process, function and style
- Criterion 3: The level of importance of associations with an era in Steveston's history and development
- Criterion 4: The intactness and evocative qualities

Steveston Waterfront Neighbourhood Land Use Map

Bylaw 8432
2010/05/25


Policy Manual

Page 1 of 4	Steveston Village Heritage Conservation Grant Program	Policy 5900
	Adopted by Council: April 27, 2009	
	Amended by Council: November 13, 2018	

POLICY 5900:

It is Council policy that:

The Steveston Village Heritage Conservation Grant (SVHCG) Program is established to provide financial assistance to property owners – on a cost share basis - for conserving the exterior of 17 heritage buildings in the Steveston Village Heritage Conservation Area, as identified in the Steveston Area Plan.

The 17 identified heritage buildings make a significant contribution to the heritage character of Steveston Village. The intent of the program is to help conserve the exterior of these significant buildings and support their continued legacy for future generations.

1. Program Funding Sources

The source of funds for the SVHCG Program includes:

- Density bonus contributions, as set out in the Steveston Area Plan*;
- Senior government and Non-Governmental Organization grants; and
- Other private donations.

*Specific sites within the “Steveston Village Land Use Density and Building Height Map” are identified for a maximum possible Floor Area Ratio (FAR) of 1.6. In order to achieve this maximum density, a contribution of \$608.05 per m² (\$56.49 per ft²) - based on the increase in net building floor area between the 1.2 FAR base density and up to the 1.6 FAR maximum density - must be provided.

Contribution amounts may be reduced by an amount equivalent to any cash-in-lieu contributions received under the City's Affordable Housing Strategy.

The above contribution rate to the SVHCG Program will be revised, starting February 28, 2019, and then by February 28 every two years thereafter, by adding the annual inflation for the preceding two calendar years using the Statistic Canada *Vancouver Construction Cost Index – Institutional* inflation rate. The revised rates will be published in a City Bulletin.

2. Grant Amounts

- Maximum grant of \$150,000 per identified heritage building. The grant may not exceed 50% of the total cost of eligible expenses (e.g. only projects with eligible expenses of \$300,000 or more would be able to apply for the maximum amount).
- An additional maximum grant of \$100,000 per identified heritage building may be considered by Council, with private matching funding, to achieve exceptional heritage conservation. Exceptional heritage conservation means a complete and comprehensive restoration of a building, in the opinion of Manager of Policy Planning and a retained heritage consultant, that would greatly enhance the heritage value of the Steveston Village Heritage Conservation Area. The final determination of what is exceptional will



be made by Council based on the project's overall contribution to conserving the character of Steveston Village.

- If the registered owner of the property containing one of the identified heritage buildings is a registered non-profit society, Council may consider providing up to 75% of the total cost of eligible expenses.
- As heritage conservation may occur in stages, an owner/developer may apply more than once; however, the total grant amount per identified heritage building is limited to \$150,000, and for exceptional conservation projects, it is limited to \$250,000.
- If no program funds are available, no grant applications will be considered (i.e., first-come, first-serve basis).

3. Eligible Expenses

Eligible expenses are limited to works related to the exterior conservation of the identified heritage buildings. These include, but are not limited to, the following:

- Façade restoration or rehabilitation to improve the appearance and convey the heritage significance of the building;
- Repair or restoration of the character-defining elements such as wood windows or original cladding;
- Reconstruction of lost heritage elements such as front porches or exterior trims;
- Roof replacement;
- Structural upgrades, including seismic upgrades, and stability work (e.g. new foundations) to extend the physical life of the building; and
- Directly related consultant costs, including the cost to prepare a conservation plan and architectural drawings, up to 10% of the total grant amount. Consultant costs without associated physical improvements to the building are not eligible.

Ineligible expenses include, but are not limited to, the following:

- General on-going maintenance work (e.g. power washing, gutter cleaning);
- Renovation or replacement of the non-historic elements of the building;
- New additions and/or construction of accessory buildings;
- Interior works; and
- Any other work deemed to be inappropriate at the discretion of the Manager of Policy Planning.

The Standards and Guidelines for the Conservation of Historic Places in Canada shall be used as a guide in determining eligible expenses. The Standards and Guidelines for the Conservation of Historic Places in Canada defines "conservation" as all actions or processes aimed at safeguarding the character-defining elements of a resource to retain its heritage value and extend its physical life.



4. Grant Applications

- Grant applications must be submitted in accordance with the procedures and forms provided by the City;
- Owners or developers of sites with identified heritage buildings may include public entities (e.g. City or other levels of government), and are eligible to apply for a grant;
- Contributors to the SVHCG Program may apply for a grant (e.g., if the site proposed to be redevelop contains one of the 17 identified heritage buildings). However, the required contribution must be provided to the City prior to final approval of the accompanying rezoning or a Heritage Revitalization Agreement application;
- All grant applications that meet the eligibility criteria will be considered by Council. A grant will not be provided where work has already been undertaken prior to Council approval;
- Final decision on all grant applications that meet the eligibility criteria will be made by Council;
- If Council approves the application, the eligible works must be completed before the grant is issued. The following items must be submitted and accepted by City staff prior to the grant's issuance:
 - A letter from the applicant/owner indicating the actual cost of the completed project accompanied by paid bills as proof and a request for payment of the grant;
 - A project completion report from the project manager (e.g., independent contractor who has completed the work) confirming that the work has been completed in accordance with the approved plans and specifications, including a complete list of actual improvements and installation methods. The report must include a copy of written warranties of all applicable work; and
 - Photographs of the completed project; and
- The completed works must be inspected and deemed satisfactory by the City staff.
- The works covered by the approved grant must be completed within 24 months of the date of the approval by Council. After 24 months from the date of the approval, the grant approval will expire.

5. Evaluation Criteria

The following considerations will form the basis for evaluation of grant applications:

- How the proposed work contributes to preserving and enhancing the overall historic fabric of Steveston Village;
- The level of contribution of the proposed work in conserving the heritage character and conveying the historic significance of the building;

Adopted by Council: April 27, 2009
Amended by Council: November 13, 2018

- How the proposed work helps extend the physical life of the building; and
- The overall quality of the submission and the applicant's ability to carry out the project on a reasonable time-frame at reasonable costs and secure other funding sources.

**Excerpt of the Minutes to
The Richmond Heritage Commission meeting**

**Wednesday, June 10, 2020 - 7:00 pm
Cisco Webex**

**Heritage Alteration Permit and Steveston Village Heritage Conservation Grant
applications for 12111 3rd Avenue (HA 19-881148)**

Staff summarized the Heritage Alteration Permit and Grant applications to highlight the key points.

The Commission was presented with historic photos of the building as well as photos provided by the applicant to illustrate the existing condition of the roof.

Staff noted the evaluation criteria against which the permit and grant applications are assessed.

In response to a query from the Commission, Staff provided information that: no grant had previously been issued for recent Heritage Alteration Permit applications to the Steveston Hotel; and that only two grants have been approved by City Council under the Steveston Village Heritage Conservation Grant Program.

Discussion occurred with respect to longer life roof systems that could be considered, and although not identified as a condition of the Permit, the Commission suggested that the applicant install screening on the west and north sides of the rooftop mechanical equipment following completion of the roof replacement work in order to minimize the visual impact of the equipment from neighbouring properties. It was also noted, however, that the roof replacement work, as proposed, is fully supported and should be completed as soon as possible.

It was moved and seconded:

That the Heritage Alteration Permit application for the proposed roof replacement at 12111 3rd Avenue and the Steveston Village Heritage Conservation Grant application in the amount of \$72,800 be supported.

CARRIED



Sockeye Hotel, [ca. 1905]
City of Richmond Archives
Photography #1977 19 25



Sockeye Hotel, [ca. 1920]
City of Richmond Archives
Photography #1978 5 10

Steveston Hotel, [undated]
City of Richmond Archives
Photography # 1997 42 1 200



Steveston Hotel, [2018]



KANARIS DEMETRE LAZOS

1310 SINCLAIR STREET WEST VANCOUVER BC. (604-4016902)

RE: 12111 3rd Ave Richmond BC (STEVESTON HOTEL)

NOVEMBER 15 2019

To: the members of the heritage committee of Richmond BC.

We have applied for a grant [✓] as per your guidelines.

According to your directions we had to apply for a HAP although the work we want to do is roofing replacement.

We applied for a HAP according to your directions.

The Steveston Hotel is in need to have the roof replaced.

There have been plenty of evident leaks throughout the building but especially in the pub areas.

We have been doing temporary repairs since we purchased this building.

We had two roofers and one contractor to take a look and do the appropriate inspections.

They have opened up a few sections of the flat roof and it looks like that some of the wood structure (roof joists) will need to be replaced and repaired.

We will need to remove all existing roof layers (Tar and Gravel..... The old style roofing) .
Remove the existing plywood and shiplap.

Remove and replace all rotten joists and structural roofing members.

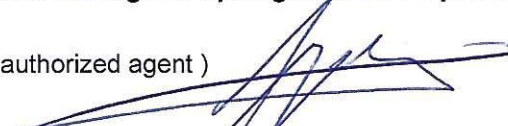
Install new exterior 5/8 T & G Plywood.

Install a new 3 ply torch on roofing system.

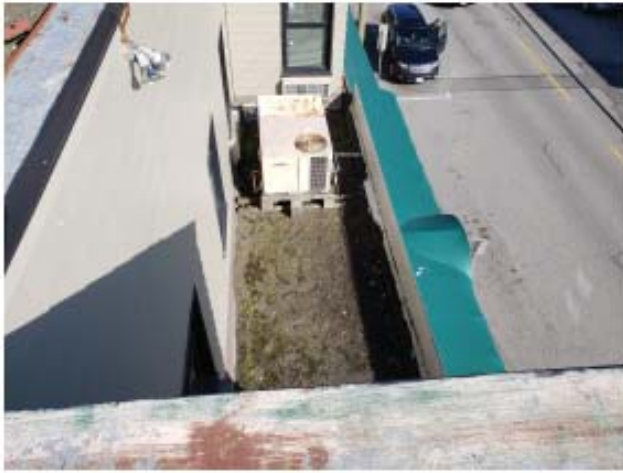
Install all new roof flashing , parapet wall flashings, roof vents & all new can strip.

We would like to have this work done during the spring of 2020 . April would be ideal.

KANARIS DEMETRE LAZOS (owner's authorized agent)









Gas Guys Outdoor Designs Ltd.
Unit 101 – 14772 64 Avenue
778-512-1000

ROOFING
REPLACEMENT for 12111 3rd Ave Richmond BC (Steveston Hotel)

February
15 2020

Remove
and dispose of existing 1 layer roof system to substrate.

.
Supply
and install 5/8 plywood over the entire roof surface .

.
Remove
and dispose of existing roof hardware such as drains, flashing, vents, etc.

.
Remove
and dispose of all perimeter cap flashing.

.
Supply
and install Base Sheet,

.
Supply
and install new plumbing vents, drains and all required
vent
flashing to replace the old ones.

Supply
and install sheet stripping ply to all perimeters and
curbs.

.
Supply
and install 250gr granulated cap sheet, fully torched on top of the new base sheet.

.
Supply
and install one layer of new granulated cap sheet stripping to all

perimeters
and curbs, fully torched.

.
Supply
and install MS detail liquid membrane at the base of all roof hardware and on top of all parapet walls .

.
Supply
and install 26-gauge metal perimeter cap flashing, standing
seam
style

.
Remove
and dispose of all perimeter metal cap flashings from the lower roof

.
Remove
and dispose of all roof hardware i.e.: drains, leads vents Etc.

.
Supply
and install 180 FF base sheet

.
Supply
and install as required, all new roof hardware such as drain, vents,

.
Supply
and install base sheet stripping ply to all perimeters and curbs for this lower roof section

.
Supply
and install 250 TP cap sheet fully torched adhered to existing roof
membrane
and all parapet walls and all existing curbs. .

.
Supply
and install 26-gauge metal cap flashing, to replace all existing cap flasshing

.
Inspect
roof upon completion to ensure all contract details are completed to
industry
standards

Life
expectancy of roof system quoted is 20 years

OUR
estimate and proposal for all above mentioned works is**Total**
: \$145,600,00+GST

STRUCTURAL REPAIRS:

NOTE:

A. we have not included any structural repairs . If structural repairs will be needed we will do so at \$ 75.00 per hour plus costs of materials used.

B. If there will be a need for major structural repairs ie change roof joists you may need a building permit and most likely a structural engineer to attend these repairs. In this case you will have to pay the related costs to the city for building permits and the costs to the structural engineer, Please be informed that we have a structural engineer to recommend when the time comes if need be,

C. Safety

of tenants and crews will be observed at all time (ground protection)

Please

Note:

D.

Daily

clean-up is included

E.

All membrane application performed by ticketed journeyman roofers employed directly work

to be inspected upon completion by a senior member of Macbeth Roofing staff to

ensure compliance with all aspects of this contract.

*****The

costs related to this inspection and its report is not included in our estimate. You may pay the inspector directly.

We

thank you for the opportunity to give you our quote and we look forwards to serve you

Our

estimate will be good as per your request until the end of APRIL 2020

Ranj Mann

ranj@thegasguys.ca

German Master Roofing

March 22,2020

Project: Steveston Hotel

We are pleased to send you our quote for your project in Richmond. If you have any questions, we are happy to answer them.

SCOPE OF WORK: Upper Flatroof (Tar and Gravel)

Note: Electrician has to remove all electrical cords before any work can start
If AC Units are being are being installed we have to discuss how to waterproof them (we don't know installing system (blocks or build up on roof)
Metal needs to be cut to keep molding.
Old Flag post has to be removed
New Flag post has to be checked
Kitchen units has to be lifted up for waterproofing
If the plywood under the metal cap flashing or walls are rotten they have to be changed on hourly basis (75 \$ PER LABOUR)
New build up has to be approved by static engineer
There is a small flatroof on the front which we didn't put in our quote as we don't know how to access it

We assumed that we remove the gravel and put down protection boards (sopra board) and screw it down with hex plates and then 2 layer of torch on

ALTERNATIV: If Owner choose plywood over protection board we have to add Primer and First layer of torch on will be colvent 830 , 2 layer torch on will be the same . NOTE Plywood will add up extra weight for roof has to be approved by engineer

- Get rid of all the gravel and put it in a bin
- Remove existing metal and get rid of old metal
- Deliver and screw down sopra board with hex plates and screws
- Deliver and waterproof all flat decks with 1 layer torch on 180
- Deliver and waterproof all flat decks with 1 layer 180 cap (colour black)
- Strip all curbs with 2 layer of torch on attached to flat roof (walls)
- Deliver and waterproof all drains and overflows as extra on necessary areas
- Deliver and waterproof Metal on Flatroof (drip edge) colour standard , 24 ga, 10" girth, 3 bend

German Master Roofing

March 22, 2020

- Deliver and change all existing bird houses, menzies and B-vents with new ones and waterproof them
- Deliver and install metal wall flashing 24 ga , colour the same as the old ones
- Deliver and install metal cap flashing 24 ga, colour the same as existing

- skylight has to be lifted and torched in
- existing Curbs has to be lifted, waterproofed and new metal has to be installed

Stucco has to be cut 3 feet up for torch on

Paver has to be removed by owner

No hights will be changed on the parapet walls .

We calculated 8,050 sqf . After the work is done we measure and bill exact sqf.

18,050

Total FLATROOF : 172,970.- \$

Total METAL : 33,470.- \$

Total: 206,440.- \$ + Gst

- 1) Any changes or additions made, requested or required to the above scope of work by any inspector, engineer, architect, designer or the like are chargeable and additional to this proposal.
- 2) German Master Roofing is not responsible for the sloping of the roof surface or the addition of sloping material
- 3) The above quote is based on continuous work, with the exception of weather related issues, and any delays to work, additional trips or start-ups are subject to additional charges.
- 4) German Master Roofing is not responsible for cutting holes in the roof for Menzies, Vents or drains
- 5) Garbage bin has to be on site, bin has to be provided by owner.
- 6) For the final bill German Master Roofing measures the exact sqft and bills accordingly.

Any other work requirements not included in the above are additional to this proposal and will be subject to a change of work order. The client will be informed

German Master Roofing

March 22, 2020

BY SIGNING THIS DOCUMENT YOU AGREE TO THE FOLLOWING:

- Pay for building and street permits required to execute this contract are extra to the main contract
- All remaining materials shall be deemed the property of German Master Roofing and may be picked up by the company.
- I understand that roofing may cause the building to move or vibrate or bounce. German Master Roofing is not responsible for any damage to pictures, glassware, chandeliers, carvings or other items attached to the interior of the building.
- Should any damage to driveway, lawns, shrubs, walkways, gardens, trees, eavestroughing, siding, deck, fence, or any other property, German Master Roofing limits its liability to repair of the directly affected areas only.
- German Master Roofing is not responsible for leakage due to ice damming.
- German Master Roofing is not responsible for ponding water on flat roofs or EPDM gutter systems.
- Any contract cancelled prior to commencement is subject to a \$500 administration fee plus any custom order items (i.e. skylights, flashings, etc.).
- German Master Roofing can cancel any job prior to commencement.
- German Master Roofing is not responsible for providing an on-site waste container.
- German Master Roofing will clean up all excess debris caused by roofing work



APPELOS HILLER

German Master Roofing

March 22, 2020

of such change of work orders during job progression as required. All changes or additions of work will be approved by the client prior to proceeding with the work.

TERMS ARE: 20% upon signing, 30% upon commencement of work, 40% upon substantial completion and 10% holdback for 15 days.

Sincerely,
Markus Hillen
German Master Roofing

We propose to furnish material and labor completed, in accordance with the above specification for the sum of:

\$ _____

Plus GST \$ _____

TOTAL PAYMENT TERMS: \$ _____

Upon signing (20%): _____

Upon commencement (30%): _____

Upon Completion (40%): _____

Holdback (10%): _____

(3% will be charged on overdue account)

ACCEPTANCE:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Purchaser: _____

Signature: _____

Contractor Signature: _____

Date: _____

Any major repairs (over \$300) will be discussed prior to proceeding with the work. German Master Roofing will not be responsible for cracking and other damage to old torch on or drywall caused by standard applications of roofing materials.



City of Richmond

Heritage Alteration Permit

Development Applications Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

File No.: HA 19-881148

To the Holder: KANARIS DEMETRE LAZOS

Property Address: 12111 3rd AVENUE

Legal Description: LOT 2 SECTION 10 BLOCK 3 NORTH RANGE 7 WEST NEW WESTMINSTER
DISTRICT PLAN EPP65456

(s.617, *Local Government Act*)

1. (Reason for Permit)
 - ☐ Designated Heritage Property (s.611)
 - ☐ Property Subject to Temporary Protection (s.609)
 - ☐ Property Subject to Heritage Revitalization Agreement (s.610)
 - ☒ Property in Heritage Conservation Area (s.615)
 - ☐ Property Subject to s.219 Heritage Covenant (Land Titles Act)
2. This Heritage Alteration Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. This Heritage Alteration Permit is issued to authorize the replacement of the existing roof at the building at 12111 3rd Avenue, as follows:
 - removal of the existing tar and gravel roof system, plywood and shiplap roof layers, and replacement of rotted joists and other structural elements, as required; and
 - replacement with new plywood, and a new torch on roofing system complete with new roof drains, caps, flashing and vents;for the areas of the building illustrated on the plan contained in Plan # 1.
4. This Heritage Alteration Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
5. If the alterations authorized by this Heritage Alteration Permit are not completed within 24 months of the date of this Permit, this Permit lapses.

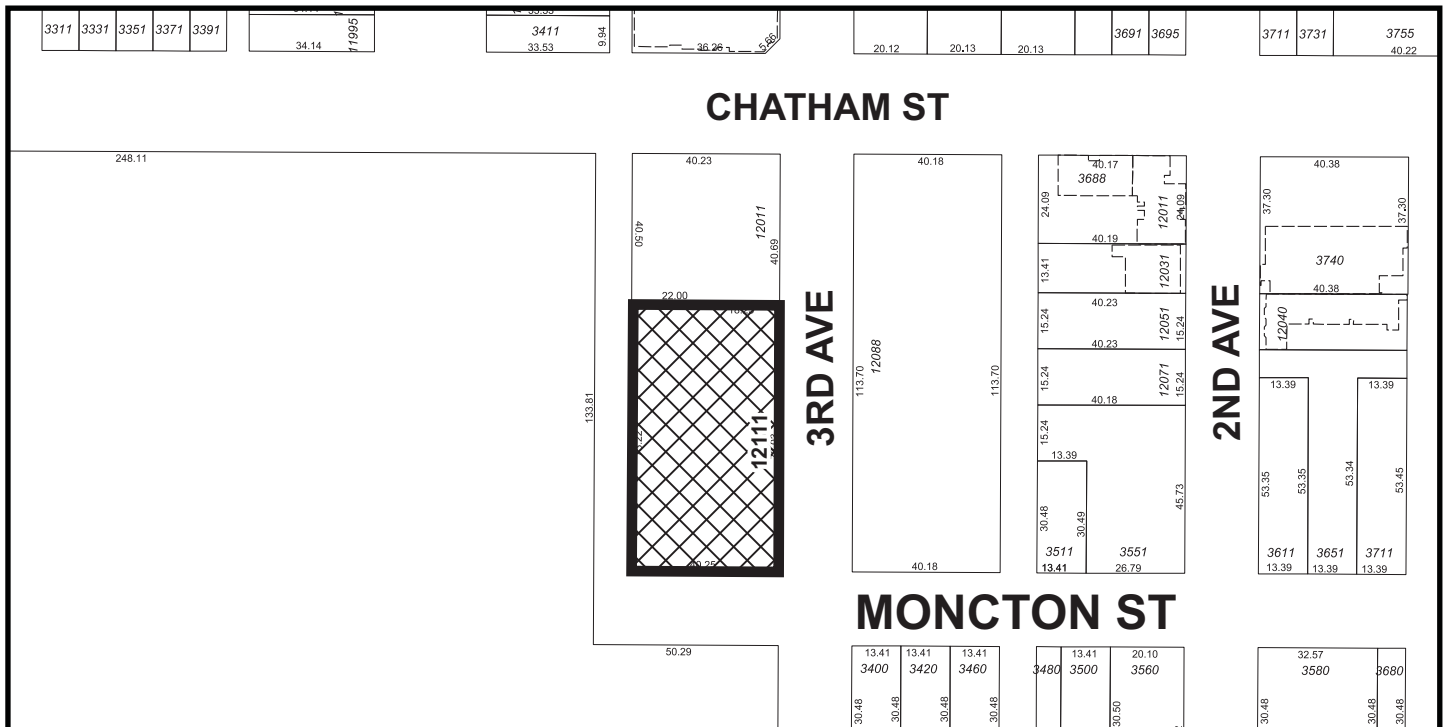
AUTHORIZING RESOLUTION NO. ISSUED BY THE COUNCIL THE DAY OF

DELIVERED THIS DAY OF , 2020

MAYOR

CORPORATE OFFICER

IT IS AN OFFENCE UNDER THE *LOCAL GOVERNMENT ACT*, PUNISHABLE BY A FINE OF UP TO \$50,000 IN THE CASE OF AN INDIVIDUAL AND \$1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.



DP 19-881148
SCHEDULE "A"

Original Date: 01/08/20

Revision Date:

Note: Dimensions are in METRES

CNCL - 98




City of Richmond

Report to Committee



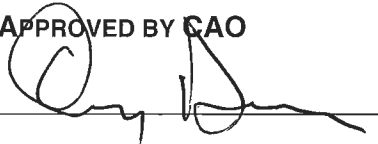
To: General Purposes Committee
From: Claudia Jesson
Director, City Clerk's Office
Date: June 26, 2020
File: 01-0105-01/2020-Vol
01
Re: **Live-streaming of Council and Committee Meetings and of Council-School
Board Liaison Committee Meetings and Development Permit Panel Meetings**

Staff Recommendation

That staff receive direction regarding the live-streaming of Council and Standing Committee meetings and the live-streaming of Council-School Board Liaison Committee meetings and Development Permit Panel meetings, as outlined in the staff report titled "Live-streaming of Council and Committee Meetings and of Council-School Board Liaison Committee Meetings and Development Permit Panel Meetings" dated June 26, 2020 from the Director, City Clerk's Office.


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

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF SENIOR DIRECTOR 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

At the June 15, 2020, General Purposes Committee, the topic of live-streaming of Council and Standing Committees was discussed and the following referral was endorsed:

That staff be directed to review the possibility of live-streaming to the City of Richmond's YouTube Channel all Standing Committee meetings and the Council-School Board Liaison Committee meetings and report back."

This report supports Council's Strategic Plan 2018-2022 Strategy #8 An Engaged and Informed Community:

Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

8.1 Increased opportunities for public engagement.

Analysis

Due to the pandemic and the requirements for physical distancing, a number of adjustments and enhancements have been made to the Council and Standing Committee meetings and related procedures to help reduce the spread of COVID-19. Following amendments to the Council Procedure Bylaw No. 7560, members of Council have been participating in Council and Standing Committee meetings via electronic means. Since the beginning of April 2020, the schedule of Standing Committees has been reduced, with only the General Purposes and Finance Committees meeting. In addition, the public has been enabled to participate in Council, Public Hearing and Standing Committee meetings by electronic means via a pre-registered phone participation process.

In addition to the existing streaming of Council meetings, all meetings of Open Council, Special Council, Public Hearings, General Purposes Committee and Finance Committee meetings are being live-streamed to the City of Richmond's (the "City's") YouTube channel, as a further effort to increase the public's access to Council during the pandemic. These meetings that have been live-streamed to the City's YouTube channel are for viewing only. The option for the public to participate remotely in live meetings is available through the pre-registration phone participation process. As a back-up measure, the regular process of the live-streaming of the 7:00 pm Regular Open Council meeting is also continuing to ensure for consistent meeting coverage.

In terms of general requirements for live-streaming, for an open meeting to be live-streamed to the City's YouTube channel, meeting participants need to be connected via the Webex meeting platform. In terms of staff support, a staff person is required to solely manage and monitor the technical component of live-streaming, in addition to other staff who are also present to support the meeting.

Additional Live-Streaming – During Pandemic

The reduced Standing Committee meeting schedule is currently in place until the end of July. Should the regular schedule of Standing Committee meetings resume in September, following the August Council meeting break, the additional Committees could be live-streamed to the City's YouTube channel. Should members of Council continue to participate by electronic means through the Webex platform, as per the current practice during the pandemic, the live-streaming of the Planning, Community Safety, Parks, Recreation and Culture, and the Public Works and Transportation Committees is quite feasible.

While the Anderson Room has had recent upgrades to the sound system, staff recommends that the current practice of all Council and Committee meetings taking place in the Council Chambers continues during the pandemic, as the Council Chambers provides more space and seating capacity for physical distancing. It should be noted that further measures to enhance and support physical distancing requirements are being explored for the Council Chambers.

In terms of staffing support, as noted above, an additional staff person from the City Clerk's Office would need to attend all the scheduled Committee meetings to enable the live-streaming component and monitor the streaming for quality control. In addition to the technical support position, additional staff from the City Clerk's Office would continue to be required, as per usual, for meeting support purposes.

To continually enhance the meeting process and provide options to the public to observe and participate remotely during the pandemic, staff also recommends that the live-streaming option be extended to the regularly scheduled meetings of the Development Permit Panel.

Continuing Live-Streaming – Post Pandemic

Post pandemic, after the physical distancing requirements are lifted, , the decision to continue or to stop the live-streaming of all Council and Standing Committee meetings, and other meeting discussed in this report, to the City's YouTube channel will need to be made. Should Council direct staff to continue to live-stream all meetings, staff will need to determine the best option for enabling the streaming. For Open Council and Public Hearing meetings, the existing option of using Council Chamber's video camera system could continue. In order to use the Council Chamber's video feed without using Webex, testing would need to be undertaken to ensure a non-Webex video feed could be live-streamed to YouTube, in addition to the City's current website location.

Following the pandemic, it is assumed that Standing Committees will return to being held in the Anderson Room. If live-streaming of Standing Committees is to continue post-pandemic, staff will need to determine what additional improvements are required to the Anderson Room to enable the live-streaming, such as installation of cameras.

Until a different option is available, the Webex platform could be utilized as an interim means for live-streaming from the Anderson Room provided all members attend in person and connect to Webex.

Live-Streaming the Richmond City Council/Richmond School Board Liaison Committee

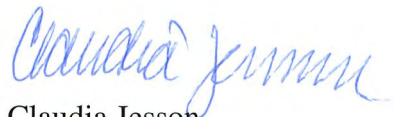
The Terms of Reference for the Richmond City Council/Richmond School Board Liaison Committee specify that the Committee meets not less than four times per year, with the chair rotating between each party annually (Attachment 1). In addition to the annual rotation of the Chair, it should be noted that the administrative support is also rotated annually between City staff and School District staff. From a technical standpoint, it is feasible for this Liaison Committee's open meetings to be live-streamed during the pandemic should the Committee members participate via electronic means using the Webex platform. Post-pandemic, live-streaming may be a bit more challenging if Webex is no longer used and will depend on the presence of meeting room infrastructure required to enable live-streaming, such as actual cameras. The decision of streaming should be a joint decision of both City Council and the Richmond School Board. Should direction be provided to pursue live-streaming, both City and School Board staff will need to undertake a review of their respective areas and whether the technical requirements can be met and/or if additional equipment will be required.

Financial Impact

There are no financial impacts stemming from this report.

Conclusion

This report outlines the feasibility of live-streaming open Council and Standing Committee meetings, Council-School Board Liaison Committee meetings, and Development Permit Panel meetings, during and following the pandemic, and seeks Council's direction.



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

Att. 1 – Terms of Reference: Richmond City Council/Richmond School Board Liaison Committee

Terms of Reference
Richmond City Council/Richmond School Board Liaison Committee

Purpose

The purpose of the Council/School Board Liaison Committee is to provide a framework for cooperation between the City of Richmond and the Richmond School District No 38 in the planning, acquisition, development and operation of facilities, sites and services. These efforts will enhance both parties' abilities to fulfill their mandates and provide optimum benefits for the entire Richmond Community.

Mandate

The mandate of this committee shall be to ensure effective communication between parties, to make recommendations, and to provide input, feedback and comments to Council and to the School Board on resolution of issues and opportunities jointly affecting both parties. The committee respects the mandate and authority of each party as an independent authority.

Scope

The scope of the committee will include, but not be limited to, matters where joint or potential joint interests exist such as: land acquisition and disposition, development and operation of facilities, joint programs, co-location, cooperative planning, communication and consultation, accessibility and safety. Each party will identify areas of potential joint interest.

Principles

The principles guiding the relationship and the work of the Committee are:

Cooperation	Both parties to the agreement will be cooperative and strive for a cooperative relationship between each other.
Community Building	Both parties strive to build community.
Leadership	The Committee will provide leadership and ensure accountability to all of its actions.
Shared use	That school sites and recreation sites, facilities and resources will be shared.
Cooperative planning	That school sites, parks and recreation sites and facilities be co-operatively planned for maximum benefit for the community of Richmond.
Financial Sustainability	The parties will ensure financial sustainability.
Consultation	The parties to the agreement undertake ongoing consultation with each other on matters of mutual interest.
Efficiency & Effectiveness	That the resources of the both parties and stakeholder groups be efficiently used and extended for the maximum benefit of the community.
Partnership	Both parties value and respect an effective partnership with each other and other stakeholders in the City.

Objectives, Expectations and Outcomes

The primary objectives of the School Council Liaison Committee are political interface and liaison, communication and consultation and accountability and ratification of direction.

The objective of the City Council School Board Liaison Committee is to ensure authentic communication and dialogue between City Council and the School Board on matters of mutual interest. Processes will be in place to enable this dialogue. The Committee will be accountable for its recommendations and will ensure that all direction is ratified by City Council and the School District accordingly. Administrative staff will play a support role.

Committee Membership

- ☐ 2 councillors (need representation from PRCS, planning)
- ☐ 2 trustees

Committee Advisors

- ☐ 2 staff (designated by the CAO and by the Superintendent)
- ☐ Recording secretary
- ☐ Other, as necessary

Procedures

The Committee will meet not less than 4 times per year at the call of the chair. There will be no meetings in July and August each calendar year. The chair will rotate between each party annually, School Board in odd years and the City in even years. The chairing body will administer all committee activities. Each respective party will ratify minutes. Minutes will ensure recommendations for action are noted.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Tom Stewart, ASCT.
Director, Public Works Operations
Date: June 19, 2020
File: 10-6000-00/Vol 01
Re: **Award of Contract 6676P – Supply of Hydro-Vac Services**

Staff Recommendation

1. That contract 6766P – Supply of Hydro-Vac Services for an initial three-year term be awarded on an “as and when requested” basis to McRae’s Environmental Service Ltd as the most responsive and responsible bidder. The initial three-year term is estimated at \$7,277,841 exclusive of taxes and 10% contingency; and
2. That approval from Council will be requested prior to staff executing an option to renew the contract for a further two-year term, for a maximum total term of five years; and
3. That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract with McRae’s Environmental Service Ltd.

Tom Stewart, ASCT.
Director, Public Works Operations
(604-233-3301)

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

Staff Report

Origin

The City utilizes vacuum truck services to assist with the operation, maintenance and construction of underground assets. The services include, but are not limited to:

- Hydro excavation
- Flushing services
- Catch basin cleaning
- Hydraulic root cutting
- Pumping services
- Stand-by services
- Emergency and disaster response support

The City employs its own staffing to conduct these services; however, the City has made use of an external contractor to perform these services on an “as and when required” basis as determined by the City.

The City is currently in an agreement with McRae’s to perform these services through a previous RFP originally posted on BC Bid. The final year of this agreement is due to expire in June, 2020 which necessitated the need to go back to market for a new contract.

Historical spend under the current contract is shown in Table 1.

Table 1 – Historical Spend

Contract Year	Date	Value
1	June 2015 to June 2016	\$1,753,275
2	June 2016 to June 2017	\$1,955,057
3	June 2017 to June 2018	\$2,281,115
4	June 2018 to June 2019	\$2,200,404
*5	June 2019 to May 31, 2020	\$2,239,642

* Note: data for year 5 is reflective of a portion of the contract year.

The general scope of this contract includes:

- Providing Hydro-Vac services on an “as and when required” basis for various job sites, including for work and projects in connection with all aspects of roads, utilities, parks, as well as emergencies; and
- Providing all the personnel, labour, supervision, management, facilities, vehicles, tools, equipment, devices, accessories, supplies, fuel, and other materials which are necessary or incidental to the supply of Hydro-Vac services.

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

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

1.1 Enhance safety services and strategies to meet community needs.

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

1.3 Ensure Richmond is prepared for emergencies, both human-made and natural disasters.

1.4 Foster a safe, caring and resilient environment.

Analysis

RFP Process

RFP 6766P – Supply of Hydro-Vac Services was posted onto BC Bid on February 28, 2020 and closed on March 25, 2020.

The RFP advised interested proponents that the City would use an Evaluation Committee to score and determine which proposal provided the best overall value to the City.

Three proposals were received by the closing date from the following proponents:

- Badger Daylighting Ltd.
- McRae's Environmental Services Ltd.
- Super Save Hydro Vac Inc.

Table 2 provides a summary of the proposals received in response to the RFP. Bidders were requested to provide unit pricing based on historical and anticipated usage of the required services. In addition, proponents were required to provide fixed pricing for the initial three-year term.

Review Process

A cross functional committee evaluated the three proposals received in response to the posted RFP against pre-determined criteria that included:

- Corporate profile and methodology
- Response time capability
- Corporate Sustainability Practices, Circular Economy Practices and Social Responsibility (CSR) initiatives
- Financial proposal

The response received from McRae's was the only complete response received by the closing date. The proposal received from Badger Daylighting Ltd. did not respond to the City's requirement to provide hydraulic root cutting services, pumping services, stand-by services or overtime services. The proposal received from Super Save did not respond to the requirement to provide pumping services. The proposal received from McRae's was still evaluated to ensure it met the City's operational requirements.

Table 2 – Bid Summary and Award Recommendation

Name of Proponent	Award Recommendation	Proponents' Pricing (based on estimated service hours per annum)
McRae's Environmental Services Ltd.	Recommended Proponent	\$2,425,947
Badger Daylighting Ltd.	Not recommended	\$2,264,150*
Super Save Hydro Vac Inc.	Not recommended	\$3,174,350*

* Denotes incomplete bid

The review team noted that:

- The response from McRae's demonstrated they were capable of meeting all of the service requirements described in the RFP. As the incumbent service provider, the City has had an excellent working relationship with McRae's in the past.
- The proposed unit rates for the new contract represented good value for money as the team still benchmarked the new rates against previous rates paid.
- McRae's provided a positive response to the circular economy assessment in the RFP that described how their current business practices align to the City's goals for a circular economy.

Contract Term

The recommended contract is for an initial three-year term, with an option to renew for one further two-year contract term. Pricing will be fixed during the initial term. Approval from Council will be requested prior to staff executing an option to renew the contract for a further two-year contract term, for a maximum total term of 5 years.

Financial Impact

The contract will be funded by various capital projects, receivable projects and the operating budget as applicable on an "as required" basis. The estimated value of the contract is shown in Table 3.


Table 3 – Estimated Contract Cost

Estimated Costs	
First year (July 2020- June 2021)	\$2,425,947
Second year (July 2021- June 2022)	\$2,425,947
Third year (July 2022 –June 2023)	\$2,425,947
Optional fourth year – 2.5% increase (July 2023 – June 2024)	\$2,502,483
Optional fifth year – 1.5% increase (July 2024 – June 2025)	\$2,540,020
Subtotal	\$12,320,344
Contingency 10%	\$1,232,034
Total Estimated Costs (exclusive of taxes)	\$13,552,378

Conclusion

This report presents the proposal bid summary results for Contract 6676P –Supply of Hydro-Vac Services.

It is recommended that the award of Contract 6676P be awarded to the most responsive and responsible bidder, McRae's Environmental Service Ltd. for an initial three-year term commencing on August 1, 2020, on an "as and when required basis". Approval from Council will be requested prior to staff executing an option to renew the contract for a further two-year contract term, for a maximum total term of five years.



Ben Dias
Manager, Sewerage & Drainage
(604-244-1207)

TS:bd



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** June 19, 2020
From: Cecilia Achiam **File:** 12-8080-12-01/Vol 01
General Manager, Community Safety
Re: **Soil Use for the Placement of Fill Application for the Property Located at 19740 River Road (Sidhu)**

Staff Recommendation

That the 'Soil Use for the Placement of Fill' application submitted by Sukminder (Minder) Sidhu (the "Applicant") for the Property located at 19740 River Road proposing to deposit peat to develop and expand the current cranberry farming operation be authorized for referral to the Agricultural Land Commission (ALC) for the ALC to review and determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.

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

Att. 6

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Engineering	<input checked="" type="checkbox"/>
Policy Planning	<input checked="" type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>
Transportation	<input checked="" type="checkbox"/>
SENIOR STAFF REPORT REVIEW	INITIALS: CS
APPROVED BY CAO 	

Staff Report

Origin

The City of Richmond is in receipt of a ‘Soil Use for the Placement of Fill’ application for the property located at 19740 River Road (the “Property”). The intent of the application is to deposit peat (the “Soil”) for the purpose of developing an unfarmed section of the property (northwest portion) and creating a new cranberry cell.

The Property is situated within the Agricultural Land Reserve (ALR) and is subject to provisions of the *Agricultural Land Commission Act (ALC Act)* and its regulations (the “Regulations”), and the City’s Soil Removal and Fill Deposit Regulation Bylaw No. 8094 (the “Soil Bylaw”).

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

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

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

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

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

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

Analysis

The Property is zoned AG1 (Agriculture). The current zoning permits a wide range of farming and compatible uses consistent with the provisions of the *ALC Act* and *Regulations* and the City’s Official Community Plan and Zoning Bylaw 8500. The Applicant is applying to deposit 32,000 cubic metres of peat over approximately 5.3 ha of the 35.73 ha Property at an average depth of 0.6m to expand the existing cranberry operations. The proposed peat deposit area does not contain an Environmentally Sensitive Area or a Riparian Management Area.

Uses on Adjacent Lots

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

Table 1: Existing Information and Proposed Changes for the Property

Item	Existing
Owner(s)	Jagbar Farms Ltd. (Directors: Sukhminder & Nasib Kaur Sidhu)
Lot Size	35.73 hectares (88.29 acres)
Applicant	Sukminder (Minder) Sidhu (the “Applicant”)
Consultant	Jessica Stewart, P. Ag., GIT (Madrone Environmental Services Ltd.)
Consultant	Dr. Stephen Ramsay, P.Eng.
Current Land Uses	A significant portion of the Property is a cranberry farm; proposed peat deposit area is not currently farmed
Proposed Land Uses	Transition unfarmed area into an additional cranberry cell
Official Community Plan Designation	Agriculture
ALR Designation	Property is within the ALR
Zoning	Agriculture (AG1)
Riparian Management Area	None
Environmental Sensitive Area	None

Project Overview

The Applicant, whose family has owned the Property since the 1960’s, is proposing to deposit 32,000 cubic metres of peat within the undeveloped northwest portion of the Property to further develop and expand the current cranberry farming operation. The proposed peat deposit area is approximately 5.3 ha at an average depth of 0.6m.

The Applicant has provided a Soil Placement Plan (Attachment 1) developed by a qualified agrologist, Jessica Stewart, P. Ag., GIT, (the “Agrologist”) of Madrone Environmental Services Ltd. In addition, a Farm Plan Summary (Attachment 2) provides information related the creation/implementation of the expanded cranberry operation. Figure 5 (Attachment 3) identifies the proposed peat deposit area and proposed planting plan.

The Applicant has advised that the project will take two years to complete. The timeline for completion is heavily dependent on ensuring the appropriate peat – as recommended by the

Agrologist – is sourced to complete the project. Peat sourcing has not commenced at this time due to the considerable period of time involved with respect to the soil deposit application process and seeking approval from the City and ALC. The Applicant has stated that potential sources include sites in the Queensborough area.

Following completion of the project, expansion of the current cranberry growing operations will, as per the Agrologist, increase to a “total cranberry production [of] approximately 30 ha” over the entire property.

Richmond Food Security and Agricultural Advisory Committee (FSAAC) Consultation

The Applicant presented the proposal to the FSAAC on June 18, 2020. The FSAAC unanimously supported the proposal and passed the following motion:

That the Food Security and Agricultural Advisory Committee support the ALR Soil Use for Placement of Fill Application at 19740 River Road, with the understanding that the imported material will be exclusively peat.

Agricultural Considerations

The Agrologist has submitted a Soil Placement Plan (the “Placement Plan”) and a Farm Plan. The Placement Plan summarizes the following:

- Site description;
- Land capability assessment (ie. current soil conditions);
- Soil importation plan;
- Proposed site monitoring;
- Agricultural plan post-soil deposition/placement;
- Current hydrology; and
- Summary of the Agrologist’s recommendations.

The Placement Plan indicates current soil conditions within the proposed soil deposit area are considered to be low in nutrient value and have a poor fertility rating. It is proposed that the imported peat be deposited over the existing soil which had been imported as per a previous ALC approval in 2000. It must also be noted that sand had been imported by a previous land owner for a proposed sawmill that did not come to fruition.

The Agrologist states that the “soil sourced and brought to site should be a rich dark colour and humic to mesic in organic decomposition. Peat soils with a high quantity of roots, particularly large roots and tree branches should be screened before placement.” As per the Agrologist, the addition of an organic matter (ie. peat), will amend the current soil conditions and provide an appropriate growing medium for the future cranberry crop. With the addition of the peat: “the post-fill Land Capability for Agricultural ratings will improve from Class 3F minor to moderate fertility limitations to Class 2W, or mild limitations due to high water table (excess wetness).” As per the Agrologist, Class 2 lands have minor limitations that require good ongoing management practices or slightly restrict the range of crops, or both.

The Farm Plan summarizes the following:

- Proposed agricultural plan;
- Project rationale;
- Current land use;
- Soil management; and
- Farm implementation costs.

The Placement Plan and Farm Plan satisfy City reporting requirements.

Bruce McTavish (MSc, MBA, PAg, RPBio) has reviewed the proposal from an agricultural perspective on behalf of the City and has no concerns regarding the land capability assessment provided by the Agrologist as it relates to the current conditions of the Property. In addition, Mr. McTavish has confirmed that the proposal meets all requirements of *ALC Policy P-10 - Criteria for Agricultural Capability Assessments*.

Should the proposal be approved, the City will require that a qualified agrologist be retained to monitor the peat deposit project and provide regular reporting. Should an agrologist not be retained or cease providing regular oversight and reporting, the City would reserve the right, as per the Permit conditions, to suspend and/or void the Permit until such time as a new qualified agrologist, agreeable to the City and ALC, is retained to monitor the project and provide regular reporting.

Drainage & Geotechnical Considerations

As per the Placement Plan, the completed peat deposit area “will [in future years] be intentionally flooded to ‘wet pick’ the berries every fall”. As such, a Water Management Assessment (Attachment 4) has been provided and been reviewed by staff. The Water Management Assessment provides an explanation of the on-site drainage and diking system used throughout the three existing cranberry fields currently farmed by the owner. The engineer-of-record (Dr. Stephen Ramsey, P. Eng.) states that “the proposed drainage system will not have any adverse impacts on adjacent properties”.

The Applicant has also provided a Geotechnical Assessment (the “Assessment”) and topographic survey. The Assessment (Attachment 5) provides an evaluation of previous authorized soil deposition undertaken in 2000. As per the Assessment: “No adverse geotechnical impacts have been noted occurred during the previous 20 years”. In addition, the Assessment states “[t]he proposed soil placement will not have any geotechnical impacts on any of the adjacent properties”.

Soil deposit permit conditions will provide staff the latitude to request a geotechnical report at any time and in addition to requiring a closure report from the geotechnical engineer following completion of the project.

Engineering staff are satisfied with the conclusions of both assessments.

The proposal to raise the Property to improve the agricultural viability is consistent with the City's current Flood Protection Management Strategy (FPMS) which identifies raising land levels within all areas of the City as a key overall long-term objective. At the January 27, 2020 Regular Council Meeting, Council made a referral for staff to review the FPMS and provide comments with regard to the raising of land, specifically as it relates to agricultural land and agricultural viability. Staff are preparing a response to this referral.

Environmental Considerations

There is no Environmentally Sensitive Area designated within the proposed peat placement area or a Riparian Management Area within close proximity of the peat placement area. There will be no impacts to trees due to peat deposit operations.

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

Financial Costs and Considerations for the Applicant

Unlike typical soil deposit projects, the Applicant intends to only import peat to complete the project. The Applicant has stated that peat importation will not result in him receiving any tipping fees as is typically collected with other types of soil.

The Applicant has provided a table outlining the upfront and estimated future project costs to expand the current cranberry farming operation (Attachment 6).

Road and Traffic Considerations

Transportation staff have reviewed the proposal. A Traffic Management Plan will be required to be submitted and reviewed by City staff prior to the Permit being issued to ensure site traffic is properly managed and public safety is addressed. River Road does have a 9T load limit; however, trucks will be permitted to use this roadway if there is no alternative route to the destination.

Soil Deposit Permit Requirements and City Inspection and Project Oversight Protocols

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

- Oversight by a professional agrologist;
- Source site inspection requirements;
- On-site monitoring and reporting requirements;
- Measures needed to eliminate impacts, including drainage, to neighbouring properties and City infrastructure;
- Permitted hours/days of operation;
- An approved Traffic Management Plan; and

- Security deposits (further explained below).

Site monitoring, source site inspection and Qualified Professional reporting requirements are intended to be similar to the requirements for the Sixwest Holdings soil deposit project located on Westminster Highway. This will include an on-site monitor to inspect each load of peat prior to deposition and maintain an accurate daily log of trucks depositing peat on the Property. The Agrologist will be required to inspect and approve all source sites. At the sole discretion of the City, alternate measures may be required (i.e. survey) in order to determine the volume of peat deposited on the Property.

In addition, due to the location of the jet fuel pipeline to the north of the proposed peat placement area, the Applicant will need to ensure that the pipeline owner or any other government body having authority over the pipeline has provided approval to undertake work before the City will provide a Permit. Such activities would warrant that the Applicant notify BC 1 Call prior to commencing with the project.

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

In addition to the expected reporting requirements of the Agrologist or other qualified professionals to the City and ALC, City staff will maintain proactive inspections and enforcement on the Property that will include the following:

- multiple site inspections of the Property per week at the onset of the project to ensure conditions of the Permit are being maintained;
- weekly site assessments to continue to be undertaken when peat importation is underway to ensure the Permit conditions are respected;
- meet on-site with the site supervisor a minimum of two times per month;
- maintain communications with the Agrologist and the project coordinator on a monthly basis;
- review the Agrologist's reports to ensure conditions of the Permit are being satisfied;
- advise the ALC of any concerns relative to the project and request that ALC staff undertake inspections to ensure compliance with the ALC approval conditions; and
- advise pipeline owner representatives or responsible government authority of any concerns relative to the project and request that said representatives undertake inspections to ensure compliance with any provincial and/or federal standards when conducting work within the defined buffer zone.

Security Bonds

Should the peat deposit project receive approval, the City will require that the Applicant provide the following security bonds:

- \$5,000 pursuant to s. 8(d) of the current *Boulevard and Roadway Protection Regulation Bylaw No. 6366* to ensure that roadways and drainage systems are kept free and clear of materials, debris, dirt, or mud resulting from the soil deposit activity; and

- \$10,000 pursuant to s. 4.2.1 of the current *Soil Removal and Fill Deposit Regulation Bylaw No. 8094* to ensure full and proper compliance with the provisions of this Bylaw and all other terms and conditions of the Permit.

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

- \$70,000 – 17,500m³ (Athwal - approved May 2020)
- \$160,000 – 48,000m³ (City of Richmond - approved June 2017)
- \$290,000 – 140,000m³ (Sixwest Holdings - approved January 2017)
- \$500,000 – 102,080m³ (Sunshine Cranberry Farms Ltd. - approved January 2014)

As per the Permit conditions, security deposits will not be returned until all conditions as stated in the Permit and the ALC approval are satisfied in their entirety, to the satisfaction of the City. City staff is to conduct a final inspection and receive confirmation from the ALC that the project has been completed as per ALC approval prior to closing the file.

Alternatives to Council Approval

Should Council not authorize staff to refer the proposal to the ALC for their review and decision; the application will be considered to be rejected. Council may add additional recommendations for ALC consideration and/or conditions within a referral to the ALC, similar to conditions already provided within this report.

Financial Impact

None.

Conclusion

Staff is recommending that the 'Soil Use for the Placement of Fill' application for the Property located at 19740 River Road be authorized for referral to the ALC to determine the merits of the proposal from an agricultural perspective as the Applicant has satisfied all of the City's current reporting requirements.



Mike Morin
Soil Bylaw Officer, Community Bylaws
(8625)



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

- Att.
- 1: Soil Placement Plan (rev. 03 July 2019)
 - 2: Farm Plan Summary (rec. 09 Jun 2020)
 - 3: Agricultural Planting Plan – Fig. 5 (28 Jun 2019)
 - 4: Water Management Assessment (30 Mar 2020)
 - 5: Geotechnical Assessment (30 Mar 2020)
 - 6: Project Cost Table (rec. 09 Jun 2020)



SOIL PLACEMENT PLAN

Jagbar Farms 19740 River Road, Richmond

FOR:

**Mr. Sukhminder Sidhu
Jagbar Farms Ltd.
19740 River Road, Richmond**

BY:

**Jessica Stewart, P.Ag., G.I.T.
Madrone Environmental Services Ltd.**

**May 2, 2019
Revised: July 3, 2019**

MADRONE ENVIRONMENTAL SERVICES LTD.
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DOSSIER: 19.0063

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SOIL PLACEMENT PLAN

19740 River Road, Richmond

1 Synopsis

Mr. Sukhminder Sidhu, the owner of the property at 19740 River Road, proposes to import approximately 32,000 m³ of exclusively peat soil to depth of approximately 0.6 m over 5.3 ha of land located in the un-farmed northwest corner of the property. The property is an active cranberry farm with a total area of 36.8 ha (90.9 acres); the purpose of importing peat is to improve the agricultural limitations of the northwest area, which will allow Mr. Sidhu to expand his cranberry farm to this portion of the site.

The soil placement area (5.3 ha) will be diked on all sides (the west side is currently diked), as is normal for cranberry farming. The fields are flooded with water during harvest time (October) to facilitate a “wet pick”. The material for the dikes (sand, gravel) is already located on site.

The proposed 5.3 ha soil placement area is limited primarily by low nutrient holding capacity and low fertility at the Class 3F level, and dense subsoils (3D) due to compaction of the underlying soils during previous soil placement/importation. There are additional mild limitations due to stoniness (2P) and excess wetness (2W).

The intent of topsoil placement is to introduce an organic matter amendment to the predominantly sandy soils placed in the northwest of the property and planting cranberry plants in this area. Jagbar Farms intends to engage local companies to source and import the soil. I have proposed the following basic plan for the site:

- 1 Prior to any importation, remove all identified construction waste, including large boulders, concrete, rebar, gyproc, and garbage as shown at Placemarks 7, 9, and 14

on **Figure 1** of this report. There may be other pieces scattered around the site. A large rake attachment (to a tractor) can be used to remove large (i.e. >0.2 m) fragments but hand removal may be required for smaller pieces not removed by the rake.

- 2** I recommend construction of the dikes **before** placement of the organic peat soil to avoid potential run-off issues to adjacent lands on the north, northeast/east (River Road) and west sides (reservoir, then the CN Railway).
- 3** Since Jagbar Farms is experienced in dike construction and maintenance and has the required materials available on site, I will defer the exact installation of the dikes to them.
- 4** The proposed access point to the site is from the second entrance at 20000 River Road. Trucks will travel across the farm access road (dike) to the placement site, which should clean the truck tires of tracked sediment. A wheel wash can be installed at 20000 River Road if the gravel access roads are insufficient at sediment removal.
- 5** Place locally sourced (if possible), mesic to humic peat on the surface of the 5.3 ha fill area and spread it to a uniform depth of 0.6 m. A surveyor can assist with staking the final elevation throughout this area.
- 6** The sourced peat soil should consist of clean soil from an uncontaminated source; it should have less than 20% coarse fragments (i.e. gravel, cobbles, boulders > 2.5 cm), should not be clay-rich, and should not contain any foreign material. Madrone can assist with screening soil sites for potential contaminants (preliminary studies) and assessing coarse fragment content of incoming soil loads. Sites should also be checked for potential invasive plant species.
- 7** Since the cranberry bog will be intentionally flooded to “wet pick” the berries every fall, there are no constructed slopes required to drain the site (the land is level).
- 8** The soil placement operation should be monitored at regular intervals through the process. I recommend monitoring reports every 3000 m³ in the first year of the project.
- 9** Once complete a final report should be issued on the condition and final, improved land capability of the filled area. This will be required by the ALC for the return of security bonds posted for the duration of the project.

2 Introduction

Mr. Sukhminder (“Minder”) Sidhu of Jagbar Farms Ltd. (Jagbar Farms) retained Madrone Environmental Services Ltd. (Madrone) to prepare a Soil Placement Plan for a portion of the property located at 19740 River Road, Richmond B.C. (**Figure 1**). In addition to preparing a placement plan that adheres to local bylaws¹ and the Agricultural Land Reserve (ALR) General Regulation² and ALR Use Regulation³, a Soil Placement Plan comprises a soil survey of the existing property, soil and climatic restrictions to agriculture, as well as a determination of the land capability for agriculture based on our field assessment.

Jagbar Farms is an active cranberry farm that is part of the Ocean Spray cranberry co-operative. Mr. Sidhu has owned and farmed this property with his family since 1982 (the first cranberry harvest was fall of 1983)⁴. Prior to 1982, Jagbar Farms owned a blueberry acreage less than 1 km from the property. Mr. Sidhu is a long-standing farmer in the City of Richmond and currently has farm status on this property. Jagbar Farms owns additional farmland in the area.

¹https://www.richmond.ca/_shared/assets/BL809447443.pdf Soil Removal and Fill Deposit Regulation Bylaw No. 8094. City of Richmond. Accessed March 5, 2019

²http://www.bclaws.ca/civix/document/id/complete/statreg/171_2002 Agricultural Land Commission Act

Agricultural Land Reserve General Regulation. Accessed March 5, 2019

³http://www.bclaws.ca/civix/document/id/complete/statreg/30_2019 Agricultural Land Commission Act

Agricultural Land Reserve Use Regulation. Accessed March 5, 2019

⁴<https://digital.lib.sfu.ca/cfu-859/cra0039-005> Bell Farms Ltd, May Brothers Farms Ltd, Columbia Cranberry Company Ltd, and Jagbar Farms Ltd and Canadian Farmworkers Union, Local 1 - Labour Relations Board of British Columbia Decision - CRA0039-005. Accessed March 5, 2019



PHOTO 1. GREAT BLUE HERON

Flying over a Richmond cranberry bog during fall harvest. Photo credit: Anton Bielousov.
<http://sakvoiazh.ru/>

Mr. Sidhu wishes to expand his cranberry farm by importing exclusively peat to a depth of approximately 0.6 m in the northwest corner of his property, which will improve the fertility of the soil for cranberry farming. This plan pertains to approximately 5.3 ha of land located in the northwest corner of the property (the “soil placement area”).

This part of the property has been previously elevated by prior permitted soil placement (ALC permits in 1991 and 2000); the placement intended to elevate the area from flooding posed by the Fraser River and to elevate new cranberry plants above the high water tables. As such, this area of the property is not underlain by native soils but rather imported soils. It is not currently farmed or used for any other purpose.

3 Site Description

The proposed soil deposit site is located in the northwest corner of the property, which is situated at 19740 River Road in Richmond, BC, approximately 9.7 km northeast of Richmond centre on Lulu Island (**Figure 1**). The property is bound to the north by residential properties (no farming indicated), to the east by River Road (and the Fraser River), to the south by a vacant and forested property, and to the west by the Canadian Pacific (CP) Railway.

The legal description of the property is: Block 5N Plan NWP5172 Section 28 Range 4W Land District 36 Except Plan 2 ALL PTNS OF; LYING TO THE NE OF THE NE LIMIT OF THE SRW AS SHOWN ON 5172 S&E BYLAW 50800 & PCL A (RD199324E) S&E S&E BYLAW 50800 Manufactured Home Reg.# B03764.

The property ID is 002-525-836. According to BC Assessment, the property is 36.8 ha (90.93 acres) in extent. The property is zoned AG1 (Agricultural) according to the Richmond Zoning Bylaw 2011 and the property is within the Agricultural Land Reserve (ALR).

3.1 Historical Land Use

I reviewed aerial photography images from 1982, 1986 (the earliest images available via GoogleTMEarth Pro), 2009, and conducted research regarding past use of the property. The farm used to be owned by Jack Bell, who was the first commercial cranberry grower in the province (starting with three acres planted at an unidentified property in 1946)⁵. Jagbar Farms purchased the farm in fall of 1982 and performed their first cranberry harvest on the property in the fall of 1983⁶.

The 1982 airphoto shows a large clearing near the current farm storage situated at the River Road driveway entrance. Approximately half of the property is still forested in this photo. By 1986, the site is completely cleared of forest and blueberry established in the northwest corner of the property (where the proposed peat placement is situated). The remainder of the property is a cranberry farm in the 1986 airphoto. There is an irrigation canal established along the southeast side of the property at River Road; this is still in place today. Some access roads were also constructed but these have been upgraded by importing fill (to elevate them above the cranberry bog).

The 2009 airphoto appears to have been taken during the fall when all the surrounding cranberry and blueberry plant leaves have turned red. The farm appears very similar to current day; there are cranberry plants on the majority of the property, as well as a well-developed network of dikes, irrigation canals and reservoirs, and access roads/farm roads. The northwest corner of the property has been filled by soil brought to the site between 1991 and approximately 2005. The remainder of the property has not been filled by imported soil.

⁵<https://orderofbc.gov.bc.ca/members/obc-1991/1991-jack-bell/> 1991 Order of British Columbia recipient, Jack Bell. Accessed March 5, 2019

⁶<https://digital.lib.sfu.ca/cfu-859/cra0039-005> SFU Digitized Collections: Bell Farms Ltd, May Brothers Farms Ltd, Columbia Cranberry Company Ltd, and Jagbar Farms Ltd and Canadian Farmworkers Union, Local 1 - Labour Relations Board of British Columbia Decision - CRA0039-001. Accessed March 5, 2019

According to a readily available City of Richmond Report⁷, Jagbar Farms received approval from the ALC and the City of Richmond in August of 2000 (the date of the staff report) to deposit 52,000 m³ of fill in the northwest corner of the property. This area is 2.0 ha in extent on the supplied map for the August 2000 report and abuts the reservoir built adjacent to the railway on the west side of the property. The Soil Conservation Permit was issued for five years. Prior to this permit, another soil permit was issued by the ALC on July 17, 1991 for a two year period to deposit 10,000 m³ of fill on site to grow cranberries and blueberries that were growing on flood-prone land.

3.2 Current Land Use – Property and Surrounding Area

Jagbar Farms has a farm storage facility (constructed 2014 to 2015) located on site, in addition to a manufactured home near the River Road entrance. The majority of the property or approximately 24.7 ha is occupied by cranberry plants or farm infrastructure such as dikes, farm roads, and irrigation canals and reservoirs. Approximately 2600 m² of the property situated on the southwest side of property is outdoor storage for farm machinery, including tractors, excavators, harvesting machinery, and implements.

The surrounding area is actively farmed for cranberries, blueberries, and forage crops⁸. There are also several dairy farms in the area. River Road is a heavy industrial area with trucking and manufacturing businesses, shipyards, and railways.

3.3 Climate

The nearest Environment Canada weather station is at Richmond Nature Park⁹, located approximately 6.2 km to the southwest at an elevation of 3 m above mean sea level. The records from 1981 to 2010 show a mean annual precipitation of 1262 mm, a daily average temperature of 11°C (among the highest in Canada), and 2244 effective growing (> 5°C) degree days (Environment Canada, 2011).

⁷https://www.richmond.ca/_shared/assets/0828_item131305.pdf Application for Soil Conservation Permit (Soil Placement). August 22, 2000. Accessed March 5, 2019

⁸Farm Activity information in the surrounding area gathered by data from City of Richmond Interactive Map Program, BC Assessment, and Google Earth Pro imagery for 2018.

⁹http://climate.weather.gc.ca/climate_normals/index_e.html Richmond Nature Park climate station. Accessed March 5, 2019

For comparison, the UBC ClimateWNA_Map¹⁰ program normals data for the period spanning 1981 to 2010 shows that the property area receives approximately 1255 mm of precipitation annually and 2279 effective growing degree days > 5°C. This correlates well with the Richmond Nature Park data.

Due to the distribution of when precipitation falls, the property is designated a 3A(1) in the Climatic Capability for Agriculture scheme of Coligado, 1980. Class 3 aridity limitations indicate drought or aridity between May 1 and September 30 resulting in moisture deficits, which are limiting to plant growth and could require moderately intensive management. This will dictate that certain crops will require irrigation for dry periods in mid-summer to early fall

3.4 Landscape and Topography

The property is situated on a delta formed by the Fraser River, which is located approximately 25 m northeast of the property boundary at River Road. The local topography is level with no bedrock outcrops or discernible streams.

Lulu Island was below sea level and covered by the marine waters of the Salish Sea at the end of the Fraser Glaciation approximately 11,000 years ago. After isostatic rebound (and recession of marine waters) and growth of the delta by deposition of clay and silt by the Fraser River (and later sandy deposits), the land naturally vegetated with forested wetlands. Before the property was cleared for farming, it was a forested wetland situated adjacent to the Fraser River intertidal zone.

The landscape has been altered by soil importation in the northwest corner; this has raised the land by an estimated 2.5 m (and up to 3 m) above the natural elevation (see **Photo 2**, below). The remainder of the site has not been elevated by fill; a geodetic control marker located in the southern part of the property (in the cranberry field, **Photo 3**) is situated at approximately 1.8 m above sea level¹¹. This is the main topographic information I have found for this area; there is no topographic land survey data (available through Jagbar Farms) or contours available from iMapBC or the Richmond Interactive Map.

¹⁰<http://www.climatewna.com/> ClimateWNA_Map program. Accessed March 5, 2019

¹¹http://a100.gov.bc.ca/pub/mascotw/protected/final_long.html?Q_GCM_NO=473793
Geodetic Control Marker, GCM No: 473793. Accessed March 5, 2019

According to the Richmond Interactive Map program¹² the Flood Construction Level (FCL) for developments in this area is 3.5 m GSC; this is the minimum elevation of the base of the foundation required for any new building (including the farm storage facility) in this part of the Fraser River floodplain. River Road is a dike that forms the eastern limit of the North Dike of Lulu Island¹³.

The surficial geology of this area was mapped by Armstrong (1980) as post-glacial Salish Sediments. These sediments are composed of bog, swamp and shallow lake deposits. There is lowland peat up to 14 m thick overlying Fraser River overbank deposits comprised of sand, silt, and clay.

¹²<https://maps.richmond.ca/rim/> Richmond Interactive Map Program. V. 1.12.
Accessed March 5, 2019

¹³http://www.env.gov.bc.ca/wsd/public_safety/flood/maps/richmond_3.pdf Ministry
of Environment: Richmond Dike Map. Accessed March 5, 2019



PHOTO 2. APPROXIMATELY 2.5 M OF FILL HAS BEEN PREVIOUSLY PLACED

Over the northwest corner of the property, including where the farm storage facility is situated at the River Road entrance.



PHOTO 3. LOOKING NORTHEAST

Across the cranberry farm. This photo was taken from an access road that also acts as a dike. The field is partly flooded by melting snow and ice.

The majority of cranberry farm is situated in a flooded peat bog that has been diked for over 30 years. Mr. Sidhu and I did not excavate the peat soils due to flooded conditions; furthermore, we did not want to damage the producing cranberry plants. The mapped and assessed soils are described in detail in the next sections of this report.

3.5 Published Soils and Land Capability Data

This section of the report summarizes the characteristics of the surveyed and mapped soils and Land Capability for Agriculture (LCA) ratings for the property. LCA ratings describe the general suitability of the land for agriculture as seven classes for mineral soil and seven classes for organic soil.

The capability classes are modified into subclasses when limitations to agriculture exist. There are twelve subclasses for mineral soils and nine subclasses for organic soils. A detailed description of LCA rating classes and subclasses is provided in Appendix C.

The soils in this area were mapped by Luttmerring in the 1980's as part of the soil survey titled "Soils of the Langley-Vancouver Map Area". The soil maps were printed at a scale of 1:50,000 and are based on a reconnaissance level soil survey and air photo interpretation and represent a broad interpretation of soils and agricultural capability. I provide a site-specific assessment of the agricultural capability of the property in Section 4, below.

Soil survey maps show that the majority of the property is mapped as the Lulu and Richmond soils (south and west sides), which are organic soils. A small portion of the northern part of the property, including the proposed soil placement site, is mapped as a mix of the Delta and Blundell soils, which are mineral soils with an organic capping. The remaining east portion of the property at River Road is mapped as the Tsawwassen soils, which are anthropogenic (human-modified) sands and gravelly sands dredged and diked along the Fraser River. A summary of the mapped soil properties is summarized in Table 1 and are shown on **Figure 2** in Appendix A. I emphasize that the soils surveyed by Luttmerring are not necessarily accurate but in absence of test pits in the cranberry field, provide a snapshot of the potential soils that may be found in this area.

Table 1. Summary of Mapped¹⁴ Soil Properties

Soil Series	Parent Material	Texture	Drainage	Classification
Lulu	Partially decomposed organic deposits (40 cm – 1.6 m), overlying deltaic sediments	Organics: mesic Deltaic sediments: moderately-fine to fine silty clay to silty clay loam.	Very poorly drained	Terric Mesisol
Richmond	Well-decomposed organic deposits (40 cm – 1.6 m) overlying deltaic sediments	Organics: humic Deltaic sediments: fine to medium-textured silt loam to silty clay loam.	Very poorly drained	Terric Humisol
Blundell	10 – 40 cm organic material over medium-textured deltaic deposits	Poorly decomposed organic surface with medium grained sandy silt loam under layering. Saline and peaty conditions present.	Poor to very poor; high groundwater table	Rego Gleysol
Delta	Medium to moderately fine-textured deltaic deposits	Silt loam or silty clay loam grading to silty clay loam or silty clay. Saline conditions present.	Poor; high groundwater table	Orthic Humic Gleysol
Tsawwassen	Anthropogenic (placed for dike, road construction, modified by people)	Coarse, gravelly sand	Moderately Well Drained	Orthic Regosol

The Soil Capability for Agriculture Map (Canada Land Inventory, 1998)¹⁵ shows the property area is dominated by organic soils and is therefore not assigned a capability class. However, according to the Province of B.C. Soil Information Finder Tool (SIFT), which is based on data collected from Provincial Soil Surveys, the assessed capability of land for agriculture for the Delta and Blundell soil complex is Class 4W, 3N, 2D. For the Lulu and Richmond Soils, it is O4WL, and for the Tsawwassen Soils, it is 5FA. A description of each of these capability classes is described in Table 2, below.

¹⁴Based on mapping by Luttmerding (1980) and the Soil Information Finder Tool; actual soils on site are described in Section 4.0 of this report.

¹⁵http://sis.agr.gc.ca/cansis/publications/maps/cli/250k/agr/cli_250k_agr_92g_sw.jpg
Soil Capability for Agriculture. Map 92g-SW. Vancouver.

Table 2. Summary of Mapped¹⁶ Land Capability for Agriculture

Soil Series	LCA Rating	Description of Land Capability Rating
Lulu & Richmond Soils	O4WL	Organic Soils with Class 4W limitation and Class 4L limitation. Class 4W is defined as “frequent or continuous occurrence of excess water during the growing period causing moderate crop damage and occasional crop loss. Water level is near the soil surface during most of the winter and/or until late spring preventing seeding in some years, or the soil is very poorly drained”. Class 4L -
Blundell & Delta Soils	4W, 3N, 2D	Class 4W – frequent or continuous occurrence of excess water during the growing period or very poorly drained, as above for the Lulu, Richmond soils. Class 3N (salinity) – soils have moderate salt content from 0 to 50 cm and/or have high salt content from 50 to 100 cm [depth]. Most crops are adversely affected. Class 2D (undesirable soil structure and/or low perviousness) – soils have a root restricting layer within 50 to 75 cm of the mineral soil surface, or the upper 25 cm has a slightly sticky wet consistent and usually has a texture of silty clay loam, clay loam, or sandy clay, or the slowest permeability is usually 0.5 to 1.0 cm/hr in the upper 100 cm.
Tsawwassen	5FA	Class 5F (fertility) – soils with very severe nutrient imbalances, extreme acidity or alkalinity and/or extremely high levels of carbonates. Fertility status restricts the range of crops. Class 5A (soil moisture deficiency) – soil moisture deficit is from 266 to 340 mm.

4 Field Assessment

I visited the property on February 21, 2019 to assess the soils in the proposed soil placement site and discuss the importation plan with Mr. Sidhu. Conditions were sunny with excellent visibility; recent snowfall had begun to melt, but was partly frozen with ice throughout the area. I was met on site by Mr. Sidhu, who excavated the soil pits with a machine in the proposed placement site.

¹⁶ Based on mapping by Luttmerding (1980) and the Soil Information Finder Tool; actual soils on site are described in Section 4.0 of this report.

As part of my assessment, I have described soil profiles in three excavated soil pits that ranged in depth from 0.7 m to 1.3 m. The first soil pit was dug to refusal by the machine due to dense subsoils. Soil pit locations were selected randomly around the northwest part of the property (the proposed placement area) and were marked by GPS in the field (**Figure 1** in Appendix A). Detailed observations of soil properties, including soil texture, drainage, consistency, structure, colour, horizon classification and thickness, and evidence of gleying or mottling were noted during my assessment. Soil Pit Descriptions and photos are located in Appendix B. Note that no soil nutrient or pH testing was performed in this assessment.

Following my soil survey, I traversed the site and made additional surface observations in the areas around the test pits, such as the location of ditches, vegetation, and other features such as dikes and irrigation canals. These are described by Placemark Number (PM #) and shown on **Figure 1**.

4.1 General Observations

The northwest portion of the property has been filled and is situated approximately 2.5 to 3 m (estimated – the property has not been surveyed at this time however a survey will be prepared if requested as part of a soil permit application with the City of Richmond) above the grade of River Road and the remainder of the property, which is a cranberry farm.

Slopes over the northwest area are less than 2% (near level). At Placemarks 7, 9, and 14, I observed three stockpiles between 10 m³ and 20 m³ containing boulders, concrete, rebar, and gyproc. As outlined in the Soil Placement Plan (Section 5.0), these should be removed prior to peat placement.

Along the northern property line, I observed that the majority (but not all) of the neighbouring properties have been elevated by soil placement. I have surmised that this has been done to bring the residences to the required Flood Construction Level for the area (3.5 m GSC currently), which is approximately 1.7 m above the natural grade recorded by local geodetic markers. There are no obvious agricultural activities being conducted on these smaller properties. Between the properties, there is extensive growth of blackberry, surrounded by large alder and cottonwood trees.



PHOTO 4. BOULDER, CONCRETE STOCKPILE SITUATED AT PM 7 IN THE PROPOSED PLACEMENT AREA.

On the west side of the proposed soil placement area, I observed that an approximately 0.5 m high berm has been installed. Beyond this, there is a water reservoir constructed for irrigation. Adjacent to this reservoir, there is an access road and dike that is owned by CN Rail. The railway is situated to the west of the access road. Beyond the railway there are the neighbouring cranberry and blueberry farms.

The proposed soil placement area does not have any vegetation nor has it been prepared for farming (i.e. decompacted, raked, diked, or planted). There was some snowmelt and ice accumulation on the surface. During our excavation, the pits filled somewhat quickly with water from both the surface and from high water tables.



PHOTO 5. LOOKING NORTHWEST

Along the western property line at the reservoir, access road/dike, and the CN Railway. The property boundary is indicated by the black dashed line.



PHOTO 6. STOCKPILE OF COARSE SAND AND GRAVEL

Situated at PM 18 on the property – this will be used to construct dikes around the imported peat, which will allow cranberry farming.



PHOTO 7. LOOKING NORTHWARDS

Across the proposed soil placement area, which has been filled as of 2005 and does not feature any vegetation.

4.2 Soil Observations

The soil brought to the site between 1991 and 2005 is a mix of many soil types that have been placed to construct a soil profile. Since this is not native soil, it cannot be correlated to the mapped soil series of Luttmerding (1980).

The soil has been in place for between 14 and 28 years, which has allowed some development of the profile through natural pedogenic processes. There is still great variation in texture, colouring, and horizon thickness between the three profiles.

In Pit 1, soil textures range from a sandy loam to a sandy clay loam with approximately 5% cobbles and 1% boulders at 50 cm. The lowest horizon is very firm due to compaction during soil placement activities in the past. There is light gleying in the middle B_{gj} horizon due to fluctuating water tables.

Soil Pit 2 features approximately 1 m of sandy loam containing coarse sand and 10% coarse gravel. Below this, the texture is loamy sand with between 5 and 10% coarse gravel. The pit was very wet when excavated and quickly collapsed. The lower horizon extended to 1.3 m deep and was found to be firm due to compaction (similar to Pit 1).

The last pit, Pit 3, was found to contain exclusively loamy sand to a depth of 1 m. The upper B horizon, which extends to approximately 55 cm, has dark grey to dark brown colouring that is highly variable, and contains approximately 5% coarse gravel. The lower horizon has 10% coarse gravel and is an olive brown to olive grey colour.

All soil pits were wet due to both surface flooding (melting snow and ice) and high groundwater tables (saturated soil conditions). There is light gleying observed in Pits 1 and 2 whereas Pit 3 has dominantly brown and olive colours.

As these are anthropogenic soils that have not changed significantly since they were placed between 1991 and 2005, I have not attempted to classify them using the Canadian System for Soil Classification.

4.3 Land Capability for Agriculture

In this section I will indicate my LCA ratings for the surveyed soil in the northwest portion of the site using the specific criteria presented in Land Capability Classification for Agriculture in British Columbia (Kenk and Cotic, 1983). The agricultural capability of the proposed placement area is dependent upon the existing soil and site conditions.

Based on my soil pit observations, I have found that the dominant limitation for agriculture is low fertility¹⁷ at a Class 3F due to low quantities of organic matter in the soil (inferred by soil texture and colouring, but not soil testing at this time) and low nutrient holding capacity due to sandy loam and loamy sand soil textures. This was found in Pits 2 and 3.

In Pit 2, there is a stoniness limitation of Class 2P due to the 10% coarse gravels present in the upper 25 cm of the soil. This is improvable through stone removal via rake, or by placement of 0.6 m of peat soil without coarse fragments.

There is also a Class 3D limitation found in both Pits 1 and 3 due to very firm subsoils. In Pit 1, this starts at 0.5 m (very firm sandy clay loam) and in Pit 3 this starts at 0.55 m due to very firm loamy sand. This is due to compaction of the soil during placement activities. This can be improved somewhat through sufficient deep ploughing or ripping to break up the dense subsoil. Deep ripping must be done when the soil is not saturated, (generally

¹⁷ Generally, fertility can be assigned following analysis by labs but we have found that actual test samples can return a wide range of nutrient and pH values, particularly if the soil is imported from several sites. At this time, we have not performed soil testing due to the anticipated large differences between samples tested at this site.

Mid to late summer). It is possible that there has been some cementation of the horizons over time. Ripping may be required more than once, since soils can regain high bulk densities over time. Alternatively, the placement of 0.6 m of uncompacted peat at the surface will negate the 2D limitation, as this horizon will be over 1 m deep.

For all soil pits, this is a mild Class 2W wetness limitation due to locally high water tables, low perviousness (compacted subsoils in pits 1 and 3), and surface ponding throughout the proposed peat placement area.

The 2W, 2P and 3D limitations can only be improved to the next most serious limitation, which is the fertility limitation. Mr. Sidhu is seeking to improve the 3F limitation by importing exclusively peat topsoils leveled to 0.6 m deep and planting cranberry plants.

5 Topsoil Placement Plan

5.1 Rationale for Topsoil Placement

Between 1991 and 2005, Mr. Sidhu imported subsoils with two permits issued by the ALC and the City of Richmond. The soil was placed for the following purposes:

- To elevate the land above the natural grade (which is approximately 1.8 m above sea level, as indicated by the geodetic control marker located in the cranberry field to the south of the proposed soil placement area) to improve the agricultural limitations of excess wetness and high water tables in the naturally-occurring peat soils, and re-plant cranberries here following placement;
- To bring sand to the site, which is required in cranberry bog construction to ensure rapid water movement;
- To elevate the land to the Flood Construction Level required to construct the farm storage facility situated at River Road (the FCL is 3.5 m GSC); and
- To maintaining the farm access roads and dikes on the site. Formerly, many access roads were built using sawdust and wood materials but since many sawmills have closed around the province, it is harder to obtain these products (according to Mr. Sidhu). There is a stockpile of sand and minor gravel that is approximately 1400 m³ situated at Placemark 18 on Figure 1.

According to the New Brunswick Department of Agriculture, Fisheries and Aquaculture¹⁸:

*“Sand is used in cranberry bog construction to ensure rapid water movement through the upper soil layer and prevent water ponding on the bed surface. **Cranberries will not flourish under constantly wet soil conditions.** Ponded water in the beds may cause problems with root rot and eventual death of the vines. A moist, well oxygenated root zone approximately six inches deep is preferred by the plants. Ideal sand texture is classified as 80% coarse sands (particle size from 0.2 & 2 mm) and 18% fine sand (particle size between 0.02 and 0.2 mm). This size distribution allows enough coarse material for good drainage ...”*

The northwest portion of the site has been prepared through importation of sandy loams, loamy sand, and minor sandy clay loams but requires both surrounding dikes and a “peat capping” to provide organic matter to the cranberry plants. This is preferred over importing sawdust, which is difficult to source due to the closure of sawmills throughout the province.

The BC Cranberry Grower’s Association recommends up to 30 cm of sawdust when using this as an organic matter amendment¹⁹. Mr. Sidhu would like to import 0.6 m of peat as the peat will decompose and settle over time and as such will not be permanently situated at 0.6 m above grade. Sand-based cranberry plantings depend on fertilizers for their nutrients for optimal yields²⁰.

¹⁸https://www2.gnb.ca/content/gnb/en/departments/10/agriculture/content/land_development/cranberry.html New Brunswick Department of Agriculture, Fisheries and Aquaculture: Cranberry Site Selection. Accessed March 6, 2019

¹⁹ <https://delta.civicweb.net/document/39534> Ministry of Agriculture and Lands, Guidelines for Farm Practices Involving Fill. 2006. Accessed March 6, 2019

²⁰<http://www.umass.edu/cranberry/downloads/chartbooks/2015%20chartbook/2015%20Chart%20book%20FINAL%20Nutrition.pdf?ga=1.76704021.1821567400.1483116588> University of Massachusetts: Nutrition Management For Producing Bogs 2015. Accessed March 6, 2019

5.2 Basic Topsoil Importation Plan

I recommend that topsoil placement proceed through a series of well-defined steps:

Step 1. Removal of construction waste (i.e. concrete, gyproc) and boulders from the surface of the proposed placement area.

This should be done prior to soil placement so that this material is not inadvertently mixed with the peat soils brought to the site. The boulders may be used in road or berm construction but I will defer this to Mr. Sidhu. The remaining waste should be removed from the property as it is not suitable for agricultural land.

Step 2. Construction of the dikes surrounding the placement area.

Prior to topsoil importation, I recommend construction the dikes required around the north, east, and south sides of the placement area. There is a dike built along the west side of the placement area that is approximately 0.5 m high – this may require improvements.

If the dikes are constructed prior to placement, this will reduce the potential for nuisance transport of sediment-laden water off-site, and reduce compaction of the peat soils if done after placement (due to machines operating around the perimeter. I will defer the exact order of operations to Mr. Sidhu but have made this recommendation on the basis of both erosion and sediment control and good topsoil management practices.

Step 3. Importation and monitoring of peat topsoil

Next, good quality well-draining, black to dark brown and mesic to humic²¹ peat soil ideally sourced from local sites (Richmond, Delta, and potentially Burnaby) is spread over the deposit area. I estimate that approximately 32,000 m³ of fill will be spread over the northwest site area of 5.3 ha. The peat will be spread to a uniform thickness of 0.6 m, with no slopes or varying thickness required. The soil placement area, depth of peat, and volume of soil is shown on **Figure 3** in Appendix A. The proposed dike locations are also shown on this figure.

²¹ If unsure of the decomposition of the sourced peat soils, Madrone or a retained agrologist can assess these soils on site or at their source site.

There will be decomposition and settling of the peat soils over time. As such, the 0.6 m grade elevation is not expected to be maintained.

Peat soils should not be handled during excessively wet conditions as this may result in compaction of the soils. Operations should cease during periods of high precipitation, i.e. 25 mm in a 24 hour period. If peat soils are stockpiled, the piles should not exceed 5 m in height and should slope less than 30%. This will reduce erosion of the stockpiles.

According to Mr. Sidhu, the preferred access is via the separate entrance with the civic address of 20000 River Road. This is shown on **Figure 3**. Trucks will travel along graveled access roads to the placement site, which should clean the truck tires. If excessively wet conditions occur or soil is tracking onto River Road, a wheel wash can be installed at the 20000 River Road entrance. This access point is well clear of obstructions (i.e. no trees or shrubs surrounding the entrance). As well, there is a gate installed here to control access to the site. River Road is an approved truck route close to Westminster Highway and Highway 91.

5.3 Sourced Peat Soil

5.3.1 Physical Properties of Acceptable Source Soil

Soil sourced and brought to site should be a rich dark colour and humic to mesic in organic decomposition. Peat soils with a high quantity of roots, particularly large roots and tree branches should be screened before placement. Products of wood-processing such as wood shavings, sawdust or wood chips are not appropriate. Soils with high clay content (which can happen if machines “grab” too much of the underlying silty clay and clay loam subsoils common in the Richmond, Lulu, and Triggs soils of the Richmond area) or coarse fragments larger than fine gravels (2.5 cm or greater) are not desirable and should be avoided.

Soils should be checked for these parameters ideally before arriving on site. If stony soils are unintentionally brought onto the site, the soils should be raked or sorted to remove the stones. A standard operating procedure (SOP) can be followed – an example SOP has been included in Appendix E.

Soils should be free of foreign or non-soil material and uncontaminated. Foreign material includes but is not limited to concrete, asphalt, waste, garbage, and lumber. As a large quantity of soil is sourced from properties featuring recently-demolished residences, I advise Mr. Sidhu and any contracted earthworks operators to check that demolished house

waste (including potential underground storage tanks, or UST's) has been removed from the source site prior to any excavations and transfers of soil to the property.

Weedy or invasive species control should be practiced, under the direction of the monitoring Agrologist. After the topsoil has been placed, the site should be inspected to determine if further treatments are necessary before establishing the cranberry crop. Since Mr. Sidhu is a highly experienced cranberry farmer, I will defer the exact treatments and preparations of the topsoil for cranberry planting to him.

To reiterate, any soil imported would have to be monitored to ensure it does not contain:

- Excessive coarse gravel, cobbles or stones;
- Contaminants;
- Foreign material;
- Excessive clay;
- Invasive plant species such as Japanese Knotweed and Himalayan Blackberry; or
- Other undesirable substances.

5.3.2 Chemical Properties of Acceptable Fill Material

Contaminated soils must not be used as fill. The supplier should warrant that the source soil is free from contamination. Fill should not come from areas that have histories of industrial or commercial land use. If contaminated fill material is brought onto the site, Jagbar Farms will assume liability for remediating the site or removing the contaminated material. **I encourage Jagbar Farms to include an agreement with their earthworks contractors and soil truckers that assigns liability for contaminated soils. An example inclusion agreement is included in Appendix D of this report.**

Currently, Madrone conducts a desktop environmental assessment as well as a site visit to assess for any visible non-soil material and invasive species in each fill site. I also recommend obtaining Phase 1 reports for large sites (i.e. >3000 m³ of soil) that are less than 2 years old from contractors. If a Phase 1 report is not available, I encourage Mr. Sidhu or his earthworks contractor to contact Madrone for a pre-importation site assessment and desktop study.

6 Hydrology

There are no mapped or observed natural watercourses on site. The entire farm has a contained reservoir and dike system such that no drainage leaves the site. I understand that dikes will be constructed around the proposed placement area, which will contain any surface water accumulated in this area.

Jagbar Farms has maintained a contained reservoir and drainage system on this property for nearly 40 years and as such, I will defer the exact design of their drainage and irrigation systems to them. The City of Richmond may require detailed drainage plans as part of a soil placement permit.

7 Post-Fill Land Capability for Agriculture

Following proper topsoil placement as per my recommendations, I estimate that the post-fill Land Capability for Agriculture ratings will improve from Class 3F minor to moderate fertility limitations to Class 2W, or mild limitations due to high water tables (excess wetness). The undesirable soil structure/root restricting layer limitation (3D) and the stoniness limitation (2P), will be eliminated as the existing subsurface will then be too deep to affect the growth of cranberries (>1.0 m) through placement of 0.6 m of peat soils.

Jagbar Farms has over 35 years of cranberry farming experience and will amend the peat soils to ensure the proper pH range is reached prior to planting of the cranberry plants following topsoil placement.

8 Agricultural Plan – City of Richmond

The City of Richmond has required a proposed Agricultural Plan including:

1. Drainage Requirements/Rationale
2. Irrigation Requirements/Rationale and Water Sources
3. Proposed Agricultural Operator
4. Proposed Planting Plan on a Site Plan
5. Agricultural Improvement Cost Estimate (including material costs, drainage costs, irrigation costs and installation costs)

8.1 Drainage and Irrigation

The property dykes, water reservoirs, pumps, and most of the irrigation system were designed and implemented prior to the first harvest in the early 1980's. The entire cranberry farm (existing, **not** the proposed northwest corner) is dyked, with access roads established on these dykes. All water is therefore kept within the dykes.

Irrigation water is pumped from the Fraser River; a City of Richmond drainage lift station runs through the approximate centre of the property (**Figure 4**). The drainage ditch connects to a pump house situated in the large (8-9 m wide) water reservoirs that run across the entire western perimeter of the property. In the southeast corner of the property (at River Road), there is an approximately 400 m long ditch that drains southeast; this is the only drainage on the property that I could locate that connects to city infrastructure.

According to the City of Richmond Interactive Map, there are ditches situated on either side of the CN railway; these drain northwest towards No. 8 Road. The farm's water reservoirs are situated on the east side of the railway and they do not appear to connect as they are separated by a road (CN railway property).

The entire northern property line does not have any installed drainage between neighbouring properties. Dykes are planned along this perimeter to retain water in the cranberry farm proposed for this area.

The proposed extension of the cranberry farm will utilize the same water systems as current. The reservoirs to the west of the site will be used to irrigate the field, and flood the field during the wet pick in October.

8.2 Agricultural Operator

The proposed agricultural operator is Jagbar Farms. The farm hires labourers to maintain the field year-long. Jagbar Farms has been an established farm business since the 1970's.

8.3 Agricultural Plan – Planting & Costs

The peat will settle for one year (this is a standard practice). The soil will be tested and adjusted for nutrients (i.e. nitrate, phosphorus, potassium, sulphur) and pH prior to planting.

According to Mr. Sidhu, cranberry vines are planted in March. The vines are acquired from an American cranberry plant seller. The required amount of vines is approximately 2000 lbs per acre. This equates to approximately 26,000 lbs of vines to plant the 5.3 ha area (13.09 acres). The planting plan is shown on **Figure 5**.

From many years of experience in farming cranberries, Mr. Sidhu is well informed of the costs of planting per acre. This includes irrigation, soil management, and farm labour. The current cost to plant the 5.3 ha proposed cranberry farm extension area is \$25,000 to \$30,000 per acre.

This equates to \$330,000 to \$393,000. This includes labour to construct the berms and irrigation systems for the area.

9 Summary of Recommendations

Jagbar Farms wishes to import approximately 32,000 m³ of exclusively peat topsoils to improve primarily the fertility limitations for cranberry bog agriculture in the northwest portion of the existing farm. Following soil placement, a cranberry bog will be established here. Based on the existing site conditions, I have proposed the following basic plan for importing soil to the site at 19740 River Road:

- 1 Prior to any importation, remove all identified construction waste, including large boulders, concrete, rebar, gyproc, and garbage as shown at Placemarks 7, 9, and 14 on **Figure 1** of this report. Due to the layer of snow on the site, there may be additional boulders and construction debris scattered over the surface that also require removal. A large rake attachment can be used to remove large (i.e. >0.2 m) fragments but hand removal may be required for smaller pieces not removed by the rake.
- 2 I recommend construction the dikes **before** placement of the peat soil to avoid potential run-off issues to adjacent lands on the north, northeast /east (River Road) and west sides (reservoir, then the railway).

- 3 Since Jagbar Farms is experienced in dike construction and maintenance and has the required materials available on site, I will defer the exact installation of the dikes to them.
- 4 Placing locally sourced (if possible), good-quality peat on the surface of the 5.3 ha fill area and spreading to a uniform depth of 0.6 m. A surveyor can assist with staking the final elevation throughout this area to ensure that the thickness does not exceed 0.6 m.
- 5 The sourced peat soil should consist of clean soil from an uncontaminated source; it should have less than 20% coarse fragments (i.e. sediment > 2.5 cm), should not be clay-rich, and should not contain any foreign material. Large roots and woody debris should also be avoided as this may pose a hindrance to cultivation.
- 6 Madrone can assist with screening soil sites for potential contaminants (preliminary studies) and assessing coarse fragment content of incoming soil loads. Sites should also be checked for potential invasive plant species.
- 7 Since the cranberry bog will be intentionally flooded to “wet pick” the berries every fall, there are no constructed slopes required to drain the site.
- 8 The soil placement operation should be monitored at regular intervals through the process. I suggest a monitoring schedule in Section 8, below.
- 9 Once complete a final report should be issued on the condition and final, improved land capability of the filled area. It is expected that this project will require approximately 2 years to complete however this depends on how quickly peat soils can be sourced and brought to the site. A large subdivision excavation, for example, may yield a large portion of peat soils in a very short time.

9.1 Monitoring

Should Mr. Sidhu’s soil placement application be jointly approved by the ALC and the City of Richmond, the terms of the soil deposit permit will indicate that Madrone is expected to conduct inspections of the site and materials and to provide inspection reports.

Mr. Sidhu or his contractor (if he selects one as an agent in this process) should contact Madrone before beginning any site preparation work or topsoil placement to develop a monitoring schedule that meets the conditions of its permit and conforms to my recommendations for the site.

Monitoring visits should be scheduled to coincide with important project milestones and randomly when the site is active. The important milestones are:

- The removal of all construction debris and boulders from the soil placement area;
- The construction of the dikes around the soil placement area prior to peat importation, to ensure that no off-site transport of sediment or excess water (which can be introduced by imported soils if transported in a wet state) off the site onto neighbouring lands, which can pose a nuisance. At this stage an inspection by the City of Richmond may be required as well.
- The beginning and end of peat importation, to ensure that the peat has sufficient organic matter (mesic to humic in decomposition), is free of undesirable materials and textures (i.e. excess clay), and to ensure that it has been placed at the intended thickness of 0.6 m uniformly throughout the placement area.
- When the peat has been completely spread and is prepared for cranberry planting at which point a closure report can be prepared for the project and issued to the ALC and the City of Richmond.

Furthermore, Madrone or your Agrologist monitor will inspect the site for the spread of any invasive plant species or soil erosion and transport issues (i.e. peat stockpiles sloping too steeply, resulting in rill erosion).

9.2 Reporting

I recommend preparing periodic monitoring reports every 3000 m³ of imported soil during the first year and reports every 5000 m³ after the first year if there are no significant project issues (such as excessive soil stoniness, invasive species spread). In addition, a closure report should be prepared once the project is complete. The report should include an assessment of the final land capability for agriculture ratings and a comparison between the initial and final LCA ratings.

It should contain an estimate of the volume of topsoil placed and details about fill source site. I recommend that accurate and complete records of all fill brought to the site, including truck counts, be kept. A Traffic Management Plan can be prepared outlining the proposed truck routes to the site upon request by the City of Richmond following submission of this report.

10 Conclusions

Experienced cranberry farmer Minder Sidhu of Jagbar Farms proposes to place approximately 32, 000 m³ of peat topsoils to 5.3 ha of the northwest portion of the property to improve moderate soil infertility (3F due to sandy subsoils and low nutrient holding capacity) and dense subsoil (3D) limitations, in addition to minor stoniness (2P). The final land capability is predicted to be a Class 2W due to excess water (2W) in the winter months.

The placement of a peat capping in the northwest placement area of the property will introduce organic matter required for new cranberry plants that will be grown here. This will bring Jagbar's total cranberry production to approximately 30 ha.



PHOTO 8. CRANBERRY THRESHING MACHINE DURING WET PICK IN OCTOBER.
Photo Credit: Anton Bielousov. <http://sakvoiazh.ru/>

Prepared by:

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



Jessica Stewart, P.Ag., P.Geo.

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12 Limitations

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

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

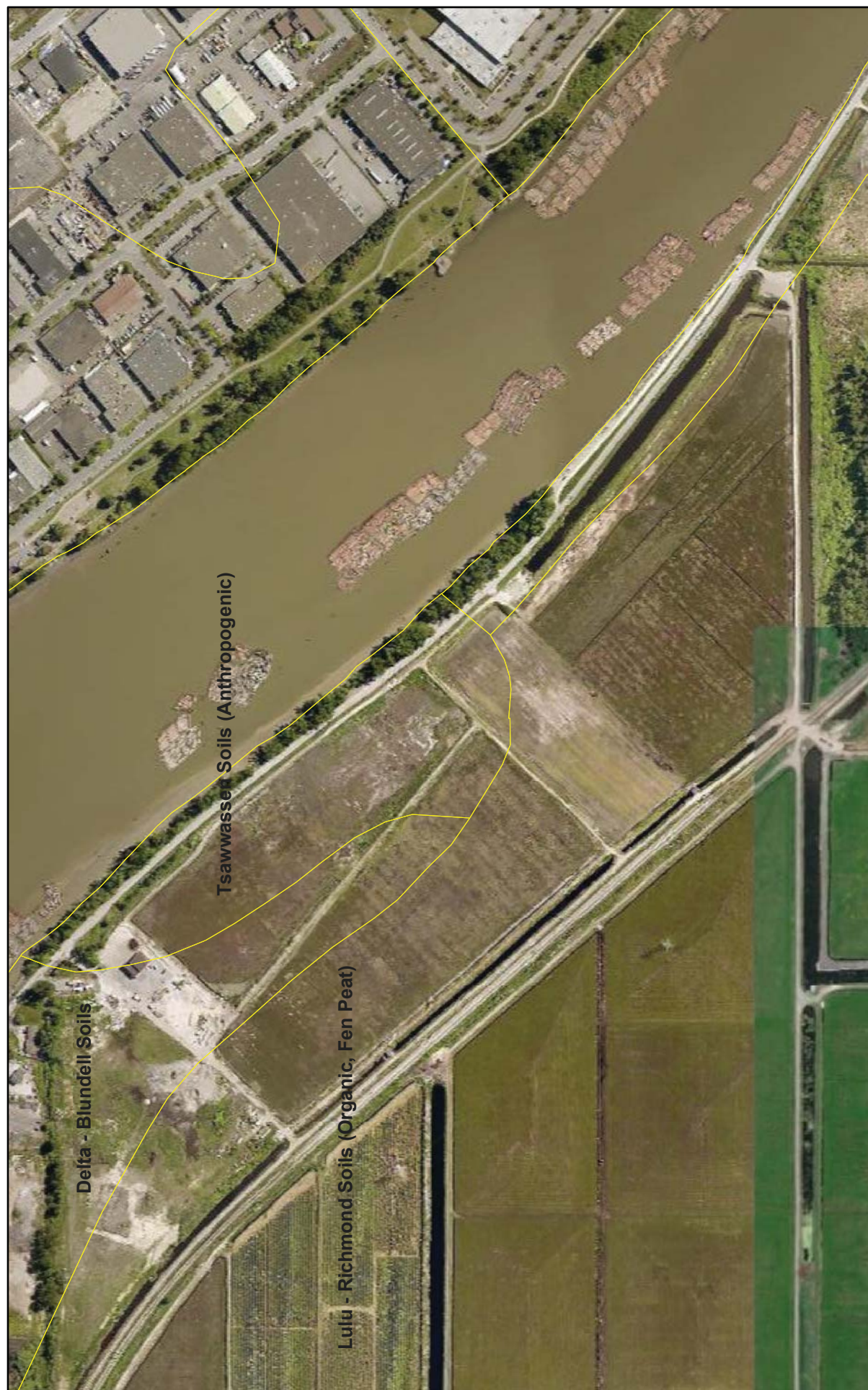
Madrone completed the field survey and prepared the report in a manner consistent with current provincial standards and on par or better than the level of care normally exercised by Professional Agrologists currently practicing in the area under similar conditions and budgetary constraints. Madrone offers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



APPENDIX A

Maps & Figures

Figure 2. Soil Information Finder Tool - Surveyed Soils by Luttmerding (1980)





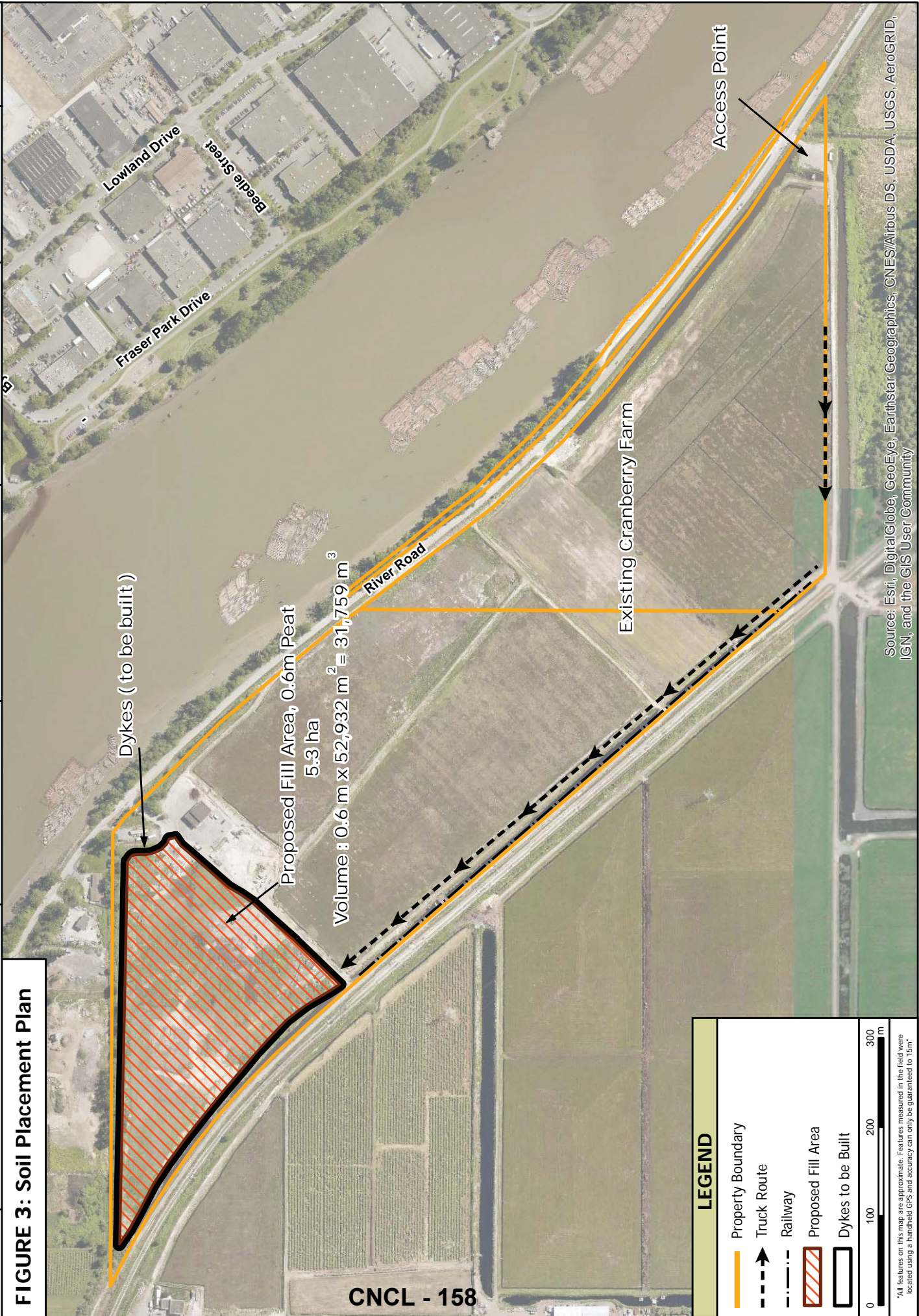
1:9,028

Esri, HERE, Garmin, © OpenStreetMap contributors, and the GIS user community

BC Soil Survey Polygons

<https://governmentofbc.maps.arcgis.com/apps/MapSeries/index.html?appid=cc25e43525c5471ca7b13d639bbcd7aa>

	PROJECT: Fill Assessment: 19740 River Road		LOCATION: Richmond, BC		CLIENT: Jagbar Farms		DOSSIER: 19.0063		
	ASSESSED BY: Jessica Stewart, G.I.T., P.Ag.		FIELD VISIT: February 14, 2019		MAP SCALE: 1:5,500		MAPPING DATE: April 11, 2019		



19740 River Road - Drainage & Water

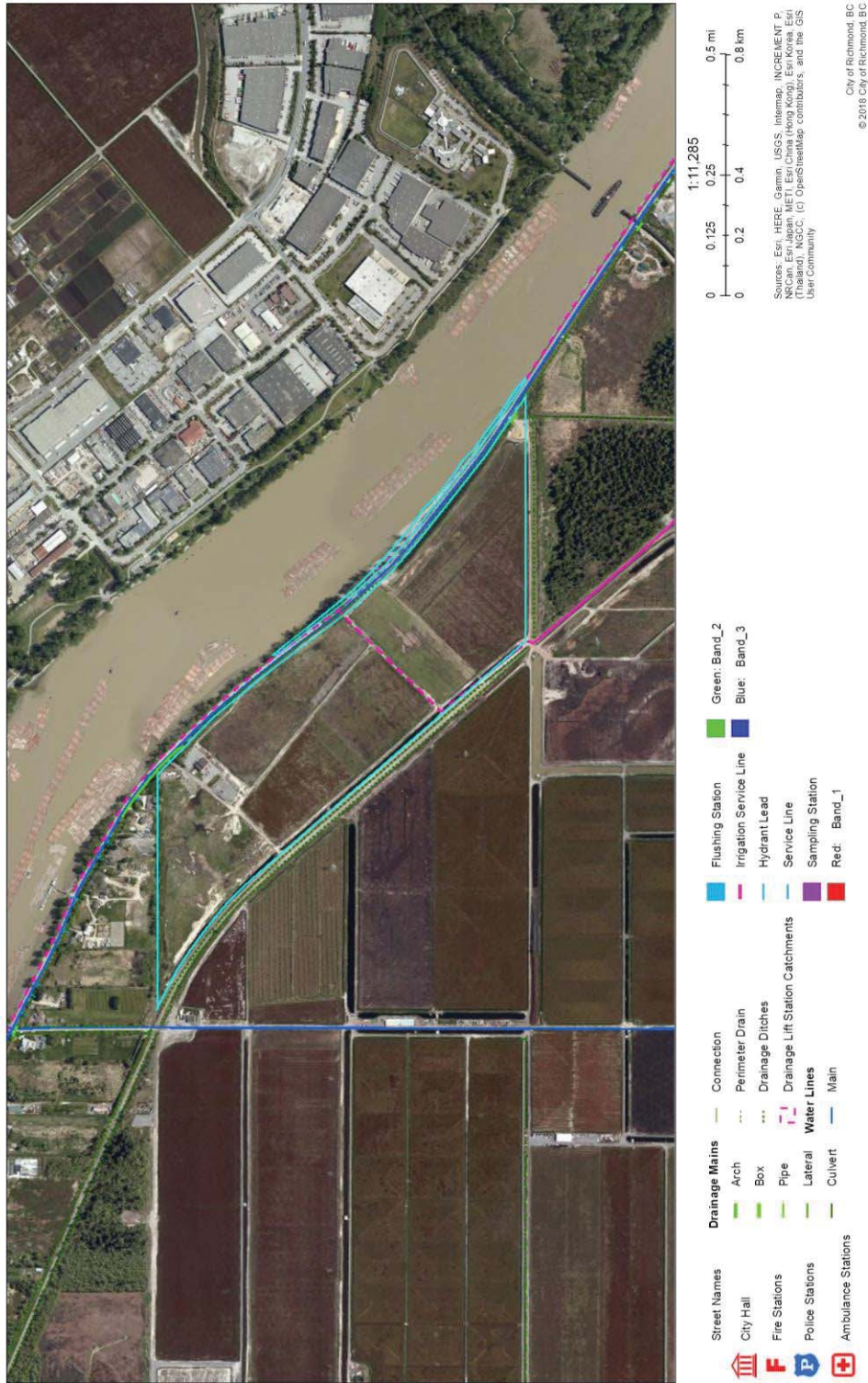


FIGURE 4. DRAINAGE AND WATER INFRASTRUCTURE RELATIVE TO THE SUBJECT PROPERTY. DATA FROM THE CITY OF RICHMOND INTERACTIVE MAP PROGRAM.



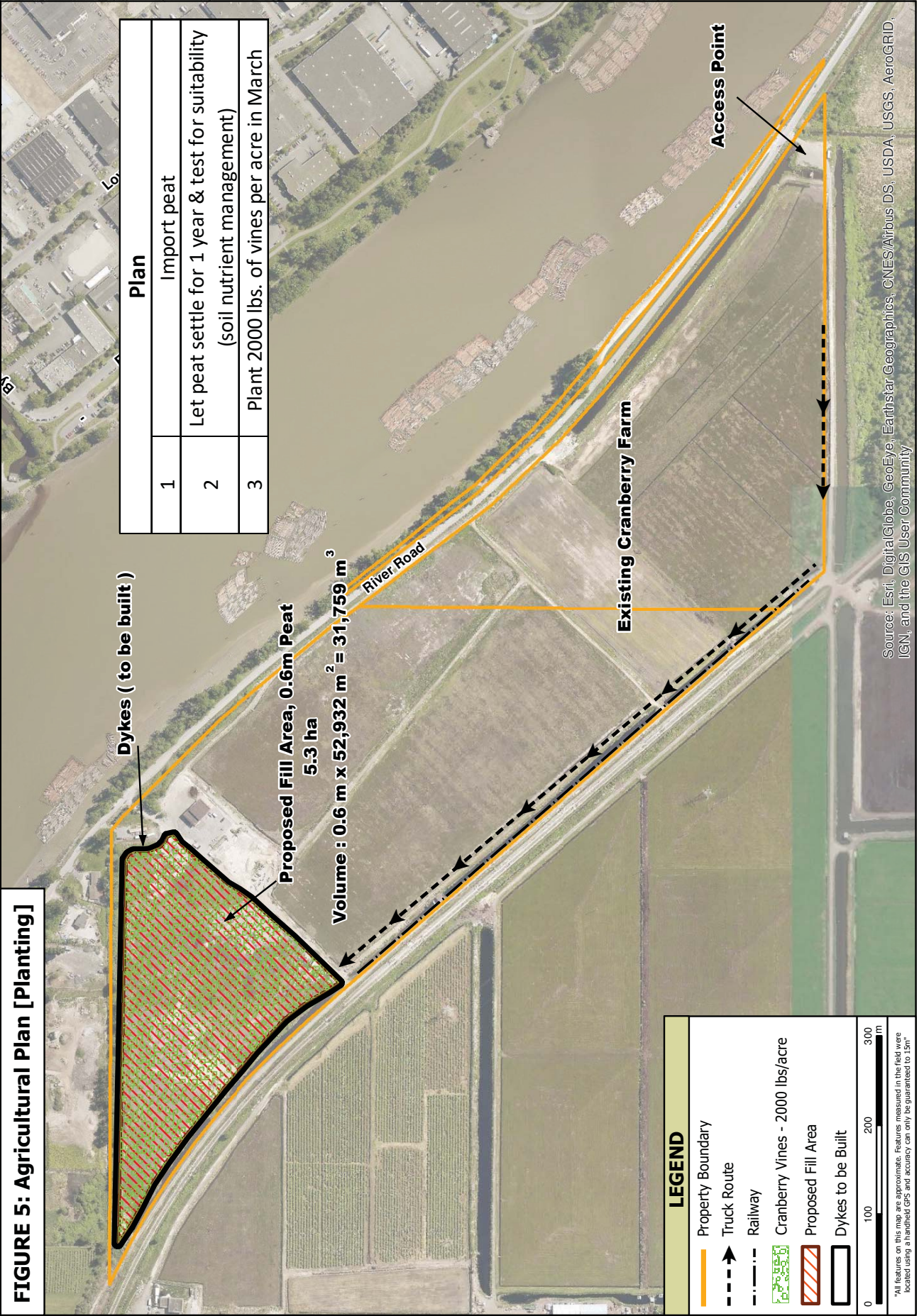
	PROJECT: Fill Assessment: 19740 River Road		LOCATION: Richmond, BC	CLIENT: Jagbar Farms	DOSSIER: 19.0063	
	ASSESSED BY: Jessica Stewart, G.I.T., P.Ag.	FIELD VISIT: February 14, 2019	MAP SCALE: 1:5,500	MAPPING DATE: June 28, 2019	DRAWN BY: Jessi Yellowlees	

FIGURE 5: Agricultural Plan [Planting]



APPENDIX B

Soil Pit Descriptions & Photographs

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

Property	Value
Pit Depth	0.7 m (to refusal)
# of soil horizons	3
Horizon	Depth (m)
Ap	0-0.2
Bgj	0.2-0.5
IIBg	0.5-0.7+
Land Capability (unimproved)	3D, 2W



Comments: Approximately 20 cm of dark, grey brown sandy loam overlying a grey to olive grey sandy clay loam. The last horizon is a very firm, compacted, blue grey sandy clay loam. The very firm horizon at 50 cm correlates to a 3D limitation due to dense subsoils.

Soil Textures, Pit 1:

Horizon	Soil Texture
Ap	Sandy loam, <5% fine gravel, 1% cobbles
Bg	Sandy clay loam, <5% fine gravel.
IIBg	Sandy clay loam, contains coarse sand, 5% cobbles and 1% boulders, very firm.

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

Property	Value
Pit Depth	1.3 m
# of soil horizons	2
Horizon	Depth (m)
0-1.0	Bgj
1.0-1.3+	IIBg
Land Capability (unimproved)	2P, 3F, 2W



Comments: Approximately 1 m of olive grey sandy loam with fine gravel (approximately 10%) overlying grey brown, firm loamy sand (compacted). The sandy textures of this soil correlate to a reduced nutrient holding capacity (3F estimated). The 10% fine to coarse gravel in the upper 25 cm of the first horizon correlates to a 2P stoniness limitation.

Soil Textures, Pit 2:

Horizon	Soil Texture
Bgj	Sandy loam (coarse sand), 10% coarse gravel
IIBg	Loamy sand, <5% cobbles, 5-10% coarse gravel, firm

Pit 3 – Soil Profile Description (Placemark 4, Figure 1)

Property	Value
Pit Depth	1.0
# of soil horizons	2
Horizon	Depth (m)
Bm	0-0.55
IIBg	0.55-1.0+
Land Capability (unimproved)	3F, 3D, 2W



Comments: Dark brown to dark grey (variable as seen in photo) loamy sand overlying very firm (compacted) olive grey brown loamy sand. The loamy sand textures in this soil correlate to a reduced nutrient holding capacity (3F estimated in absence of soil testing for this project).

Soil Textures, Pit 3:

Horizon	Soil Texture
Bm	Loamy sand, <5% coarse gravel
IIBg	Loamy sand, 10% coarse gravel, very firm

APPENDIX C

Land Capability for Agriculture Overview

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

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

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

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

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

LCA Classes

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

Table A. LCA Classes

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

LCA Subclasses for Mineral Soil

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

Table B. LCA Subclasses for Mineral Soil

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

LCA Subclasses for Organic Soil

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

Table C. LCA Subclasses for Organic Soil.

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

APPENDIX D

Inclusion in Fill Importation Assessment Reports

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

- 1** The imported soil must not contain:
 - a** any contaminants in concentrations that exceed the standards in Schedule 7, Column III of the Contaminated Sites Regulation under BC's Environmental Management Act, or
 - b** any hazardous waste as defined in the Hazardous Waste Regulation of the Environmental Management Act,
- 2** The imported soil must not have been transported onto the donor site from another site,
- 3** The owner of the receiving site has the right to test and/or require the supplier to test for contaminants and soil texture, and to inspect the source site,
- 4** The supplier will provide *all* available site contamination reports pertaining to the imported soil and that at minimum a Preliminary Site investigation Phase 1 (or Stage 1) or Phase 2 (or Stage 2) report will be provided for any source site that is an industrial, government or large residential development,
- 5** The parties supplying/transporting soils are responsible for removing any soils and remediating any resulting contamination if the soils are found to be contaminated or if the supplier failed to supply all available site contamination reports pertaining to the imported soil, and
- 6** Any loads arriving at the site without proper documentation of the source of the soil and evidence of Soil Acceptance Agreement for the source site will be refused entry.

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

APPENDIX E

Standard Operating Procedure: Stony Soils in Imported Fills

Objective

The objective of the SOP is to ensure soils in the upper 50 cm of the fill meet stoniness standards for Class 2P limitations; that is:

- A. Total coarse fragment content (>2.5 cm or 1 inch): **less than 10%;**
- B. Cobbles and stones (>7.5 cm or 3 inches): **less than 1%.**

Madrone recognizes that the identification of stoniness may be difficult; therefore, this SOP identifies measures at different stages in the importation of fill. Following all measures in this SOP will reduce the chance that stony soils will be incorporated in the fill.

Measures to be Implemented

Control of stoniness will be accomplished by measures implemented at

- a) the source site,
- b) upon entry to the receiving site;
- c) at the dump site on the property.

The measures are:

- 1** inspect soils before dumping and keep them in separate stockpiles for either processing (stone removal) or later removal from site;
- 2** treat soils that have more than 1% cobbles and stones using a rake;
- 3** ensure that soils that have more than 10% gravel (2.5 to 7.5 cm) are buried at least 50 cm from the final grade of the fill.

Procedures

- 1** At **source site**. Fill with excessive coarse fragments will be identified at the source site and separated from non-stony soils. **Only non-stony soils will be delivered** to the fill site.

- 2 At receiving site entrance.** All fill that contains excessive coarse fragments (based on visual inspection) will be identified upon entry and dumped separately from the fill, for removal or processing later. If stony soils are suspected in a load, this must be communicated to the project supervisor.
- 3 At receiving site, at dumping site.** As fill is being dumped it must be inspected for stoniness, relative to the above standards. If the soil does not meet the standards, it must be removed from the fill and stockpiled separately for removal or processing later.
- 4** All separated stockpiles of stony material must be inspected, and the decision to remove or process should be made by the site supervisor.
- 5** All cobbles and stones greater than 7.5 cm or 3 inch diameter should be removed using the specially designed rake. After processing, the cobbles and stones should occupy less than 1% of the volume of soil. (fragments less than 7.5 cm cannot be removed by the rake).
- 6** If coarse fragments between 2.5 cm and 7.5 cm (1 and 3 inches) occupy more than 10% of the soil volume, after removal of cobbles and stones, the soil should only be used as a subsoil and should not be placed within 50 cm of the final grade of the fill.

The stoniness content of all fill will be assessed during routine site inspections by Madrone after every increment of 3000 m³ fill volume (recommended volume – may be adjusted according to the project).

Summary of Soil Placement Plan and Farm Plan Proposals for Jagbar Farms, 19740 River Road – Intended for Policy Planning and Food Security and Agricultural Advisory Committee (FSAAC) Review

The City of Richmond (CoR) Policy Planning has requested a summary of the Soil Placement and Water Management Plans submitted to the City of Richmond and the Agricultural Land Commission (ALC) as part of a soil deposit application for Jagbar Farms, located at 19740 River Road, Richmond, BC. They further requested that the summary include a Farm Plan (or summarized Proposed Agricultural Plan).

We understand that the summary will be submitted to the CoR Food Security and Agricultural Advisory Committee (FSAAC) for their review when considering the project, which entails the placement of a maximum of 31,800 m³ (rounded to 32,000 m³) of solely local peat soils on 5.3 ha of the 36.8 ha property. The proposed depth of peat is 0.6 m, or approximately 2 feet.

This summary has been prepared by Madrone (Jessica Stewart, P.Geo, P.Ag., who prepared the Soil Placement Plan that accompanies the application) and Dr. Stephen Ramsay, P.Eng. (who prepared the Water Management Plan, Site Plan, and Addendum) on behalf of Mr. Sukhminder Sidhu, the landowner and applicant.

This letter summarizes the following information for the Property, as requested by the CoR:

- a. A Site Plan
- b. A Site Description
- c. Legal Description
- d. Zoning and Current Land Use
- e. Soils Description and Unimproved Agricultural Capability
- f. Soil Management Rationale/Improved Agricultural Capability
- g. Recommended Agricultural Uses and Suitable Crops
- h. Proposed Agricultural Plan including
 - 1. Drainage Requirements/Rationale
 - 2. Irrigation Requirements/Rationale and Water Sources
 - 3. Proposed Agricultural Operator
 - 4. Proposed Planting Plan with a site plan
 - 5. Agricultural Improvement Cost Estimate (including material costs, drainage costs, irrigation costs and installation costs)

Item a – Site Plan

The Site Plan was prepared by Dr. Stephen Ramsay P.Eng., utilizing the completed topographic land survey for the property. The proposed soil placement area is approximately 15% of the property. This area is 53,000 m² in extent, or rounded to 5.3 ha for the proposal.

Please see Attachment 1.

Item b – Site Description

The proposed soil deposit site is located in the northwest corner of the property, which is situated at 19740 River Road in Richmond, BC, approximately 9.7 km northeast of Richmond centre on Lulu Island (**Figure 1**). The property is bound to the north by residential properties (no farming indicated), to the east by River Road (and the Fraser River), to the south by a vacant and forested property, and to the west by the Canadian Pacific (CP) Railway.



FIGURE 1 SITE LOCATION OUTLINED IN BLUE.

The property is situated on the defined (by CoR) Fraser River floodplain¹. A topographic land survey completed in 2016 for the property shows that the current topographic range of the site is 2 to 6 m above sea

¹ https://www.richmond.ca/_shared/assets/Bylaw_8204_0410201225280.pdf Floodplain Designation and Protection Bylaw No. 8204. City of Richmond.

level (a.s.l.). The land has been artificially raised in places, as detailed in the Soil Placement Plan and the supplied Topographic Survey. The majority of the site has not been raised and is an existing, long-term cranberry farm.

Item c - Legal Description

The legal description of the property is:

Block 5N Plan NWP5172 Section 28 Range 4W Land District 36 Except Plan 2 ALL PTNS OF; LYING TO THE NE OF THE NE LIMIT OF THE SRW AS SHOWN ON 5172 S&E BYLAW 50800 & PCL A (RD199324E) S&E BYLAW 50800 Manufactured Home Reg.# B03764.

The property ID is 002-525-836.

Item d - Zoning and Current Land Use

The property is zoned AG1 (Agricultural) according to the Richmond Zoning Bylaw 2011 and the property is within the Agricultural Land Reserve (ALR).

Jagbar Farms has a farm storage facility (constructed 2014 to 2015) located on site, in addition to a manufactured home near the River Road entrance. The majority of the property or approximately 24.7 ha is occupied by cranberry plants or farm infrastructure such as dikes (alternatively referred to as a berms), farm roads, and irrigation canals and reservoirs. Approximately 2600 m² of the property situated on the southwest side of property is outdoor storage for farm machinery, including tractors, excavators, harvesting machinery, and implements.

The surrounding area is actively farmed for cranberries, blueberries, and forage crops. There are also several dairy farms in the area. River Road is a heavy industrial area with trucking and manufacturing businesses, shipyards, and railways.

Item e - Soils Description and Unimproved Agricultural Capability

From the Soil Placement Plan pared by Madrone and dated July 3,2019 (Attachment 2):

The soil brought to the site between 1991 and 2005 is a mix of many soil types that have been placed to construct a soil profile and required elevation in the soil deposit area. Since this is not native soil, it cannot be correlated to the mapped soil series of the Langley-Vancouver Map Area survey².

² http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soils_Reports/BC15/bc15-v3_report.pdf Soils of the Langley-Vancouver Map area. Report No. 15. British Columbia Soil Survey. H.A. Luttmerding (1981).

The imported soil has been in place for between 14 and 28 years (oldest deposits), which has allowed some juvenile development of the profile through natural pedogenic processes. There is still great variation in texture, colouring, and horizon thickness between the three test pits dug at the soil placement site.

In Pit 1, soil textures range from a sandy loam to a sandy clay loam with approximately 5% cobbles and 1% boulders at 50 cm. The lowest horizon is very firm due to compaction during soil placement activities in the past. There is light gleying in the middle B_{gj} horizon due to fluctuating water tables.

Soil Pit 2 features approximately 1 m of sandy loam containing coarse sand and 10% coarse gravel. Below this, the texture is loamy sand with between 5 and 10% coarse gravel. The pit was very wet when excavated and quickly collapsed. The lower horizon extended to 1.3 m deep and was found to be firm due to compaction (similar to Pit 1).

The last pit, Pit 3, was found to contain exclusively loamy sand to a depth of 1 m. The upper B horizon, which extends to approximately 55 cm, has dark grey to dark brown colouring that is highly variable, and contains approximately 5% coarse gravel. The lower horizon has 10% coarse gravel and is an olive brown to olive grey colour.

All soil pits were wet due to both surface flooding (melting snow and ice) and high groundwater tables (saturated soil conditions). There is light gleying observed in Pits 1 and 2 whereas Pit 3 has dominantly brown and olive colours.

As these are anthropogenic soils that have not changed significantly since they were placed between 1991 and 2005, Madrone have not attempted to classify them using the Canadian System for Soil Classification.

Using the specific criteria presented in Land Capability Classification for Agriculture in British Columbia, Madrone rated the agricultural capability of the proposed soil deposit area, which is dependent upon the existing soil and site conditions. Based on the Madrone soil placement plan, the current agricultural limitations are Class 2W, 2P, 3F, and 3D.

From the Soil Placement Plan dated July 3, 2019:

Madrone have found that the dominant limitation for agriculture is low fertility at a Class 3F due to low quantities of organic matter in the soil (inferred by soil texture and colouring, but not soil testing at this time) and low nutrient holding capacity due to sandy loam and loamy sand soil textures. This was found in Pits 2 and 3.

In Pit 2, there is a stoniness limitation of Class 2P due to the 10% coarse gravels present in the upper 25 cm of the soil. This is improvable through stone removal via rake, or by placement of 0.6 m of peat soil without coarse fragments.

There is also a Class 3D limitation found in both Pits 1 and 3 due to very firm subsoils. In Pit 1, this starts at 0.5 m (very firm sandy clay loam) and in Pit 3 this starts at 0.55 m due to very firm loamy sand. This is due to compaction of the soil during placement activities. This can be improved somewhat through sufficient deep ploughing or ripping to break up the dense subsoil. Deep ripping must be done when the soil is not saturated, (generally Mid to late summer). It is possible that there has been some cementation of the horizons over time. Ripping may be required more than once, since soils can regain high bulk densities over time. Alternatively, the placement of 0.6 m of uncompacted peat at the surface will negate the 2D limitation, as this horizon will be over 1 m deep.

For all soil pits, this is a mild Class 2W wetness limitation due to locally high water tables, low perviousness (compacted subsoils in pits 1 and 3), and surface ponding throughout the proposed peat placement area.

Item f - Soil Management Rationale/Improved Agricultural Capability

The 2W, 2P and 3D limitations can only be improved to the next most serious limitation, which is the fertility limitation. Mr. Sidhu is seeking to improve the 3F limitation by importing exclusively peat topsoils leveled to 0.6 m deep and planting cranberry plants.

Following proper topsoil placement, Madrone estimated that the post-fill Land Capability for Agriculture ratings will improve from Class 3F minor to moderate fertility limitations to Class 2W, or mild limitations due to high water tables (excess wetness). The undesirable soil structure/root restricting layer limitation (3D) and the stoniness limitation (2P), will also be eliminated as the existing subsurface will then be too deep to affect the growth of cranberries (>1.0 m) through placement of 0.6 m of peat soils.

Jagbar Farms has over 35 years of cranberry farming experience and will amend the peat soils to ensure the proper pH range is reached prior to planting of the cranberry plants following topsoil placement.

Item g - Recommended Agricultural Uses and Suitable Crops

Soil survey maps³ from 1981 show that the majority of the property soils, including the south and west sides, are mapped as the Lulu (Terric Mesisol) and Richmond soils (Terric Humisol), which are organic soils with very poor drainage. A small portion of the northern part of the property, including the proposed soil placement site, is mapped as a mix of the Delta and Blundell soils, which are mineral soils with an organic capping. The remaining east portion of the property at River Road is mapped as the Tsawwassen soils, which are anthropogenic (human-modified) sands and gravelly sands dredged and diked along the Fraser River.

³ http://www.env.gov.bc.ca/esd/distdata/ecosystems/Soils_Reports/BC15/bc15-v3_report.pdf Soils of the Langley-Vancouver Map area. Report No. 15. British Columbia Soil Survey. H.A. Luttmerding (1981).

The Blundell soils have poor to very poor drainage and high groundwater tables. They are Rego Gleysols. The Delta soils also have poor drainage and high groundwater tables. The classification is Orthic Humic Gleysols.

Madrone emphasizes that the soils surveyed by Luttmending are not necessarily accurate but in absence of test pits in the cranberry field, provide a snapshot of the potential soils that may be found in this area.

An airphoto and map review shows that the property area was a former peat bog that is naturally suitable for cranberry and blueberries due to acidic soils. This assumes that the excess wetness limitations can be managed by subsoiling and ditching as part of agricultural development.

In its current state, the proposed soil placement area is suitable for cranberry farming if an organic capping is sourced and placed (to improve the 3F limitation) on the imported soils originally placed to raise the site above the naturally poor to very poorly drained soils with high watertables (Delta, Blundell, Richmond and Lulu soil series).

Item h - Proposed Agricultural Plan

1. Drainage Requirements/Rationale

See Water Management Plan report, dated February 3, 2020 (Attachment 3) and Addendum Letter (Attachment 4), dated March 30, 2020

Drainage is provided within the field area by 100 mm perforated pipe installed at approximately 6 m spacing to conduct excess water to the perimeter ditch of the field.

The Water Management Report emphasizes that the proposed drainage is identical to the existing drainage system used successfully by Jagbar. The soil placement area contributes approximately 15% to the drainage area and is smaller than existing drainage areas on the farm.

2. Irrigation Requirements/Rationale and Water Sources

See Water Management Plan (Attachment 3) or Addendum (Attachment 4).

3. Proposed Agricultural Operator

The proposed agricultural operator is Jagbar Farms. Jagbar have extensive experience cranberry farming at the site since 1982.

4. Proposed Planting Plan with a site plan

Information from Mr. Sidhu:

- Approximately 3,000 lb/acre⁴ of vines are required to plant the field (5.3 ha is 13.1 acres, therefore approximately 39,000 lbs of vines are required).
- The vines are obtained from pruning of existing field and are bundled (approximately 90%, the remaining 10% are to come from a neighbouring farm at no cost).
- The planting consists of distributing the vines in the field and disking (see photo of planting machine below)



PHOTO 1. CRANBERRY VINE PLANTING MACHINE OWNED BY JAGBAR FARMS

See Attachment 5, Agricultural Planting Plan for 5.3 ha area planted with cranberry vines.

⁴ Note that the original planting plan in the Soil Placement plan report shows a minimum of 2000 lbs per acre – this has been increased to a preferred 3000 lbs per acre by Mr. Sidhu. The planting plan supplied with this summary has been updated to reflect this increase.

5. Agricultural Improvement Cost Estimate (including material costs, drainage costs, irrigation costs and installation costs)

Information from Mr. Sidhu:

- Vines for planting are obtained from the existing cultivated areas of the farm. This ensures consistency and uniformity of the crop. No vines will be purchased from outside sources. Currently, new farmers without existing plants/vines are required to purchase stock from the USA and prices are approximately \$25,000 per acre⁵.
- The first commercial crop is expected in approximately 3 years.
- The cost to maintain and cultivate is approximately \$5,000/acre/yr ($\$5000 \times 13.1 \text{ acres} = \$66,000/\text{year}$)
- The cost of harvesting is approximately \$1,000/acre ($\$1000 \times 13.1 \text{ acres} = \$13,000$)

Attachments

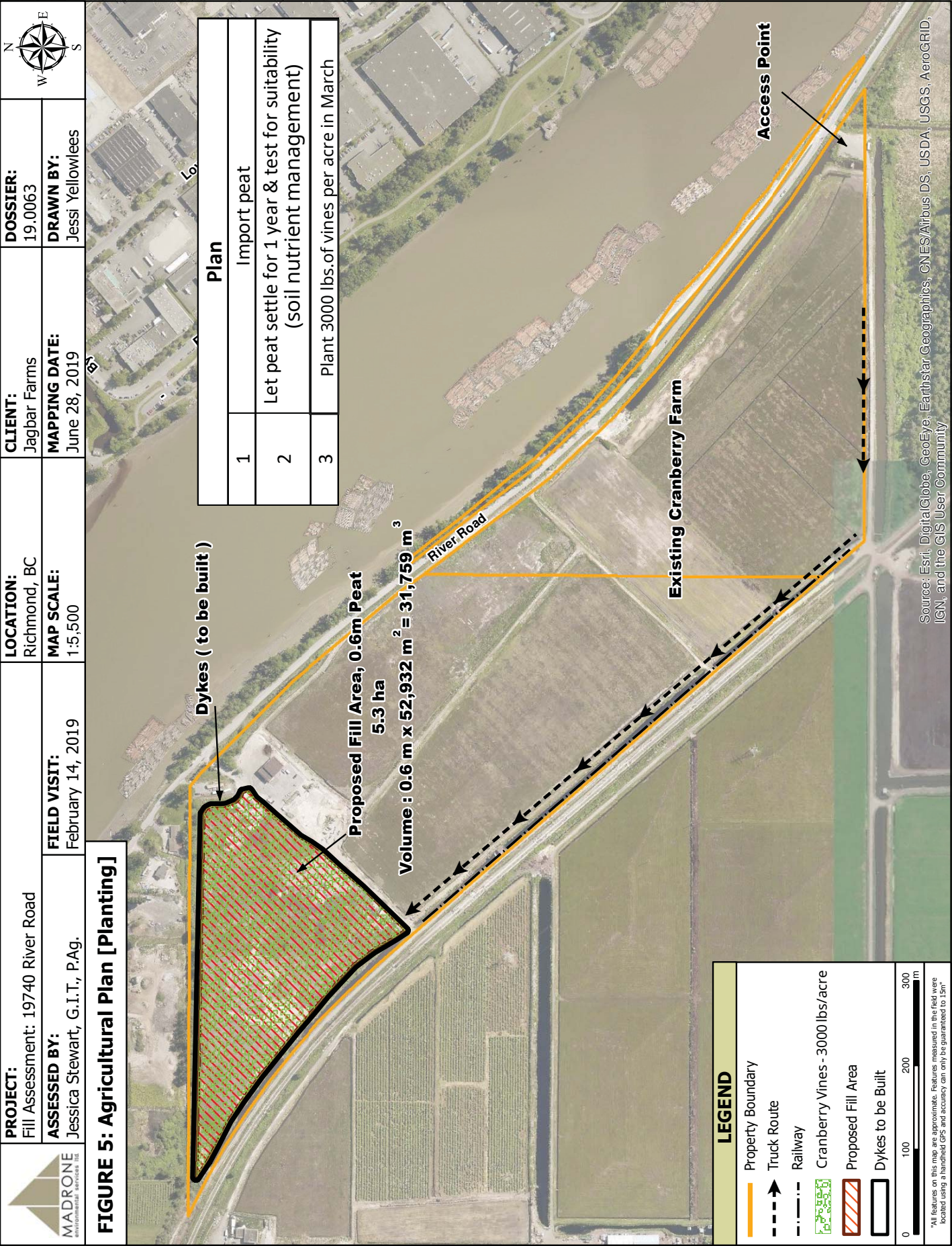
1. Site Plan (Topographic Survey)
2. Soil Placement Plan (Madrone)
3. Water Management Plan
4. Addendum Letter
5. Planting Plan for 5.3 ha (Madrone)

Prepared by:

Dr. Stephen Ramsay, P.Eng.

Jessica Stewart, P.Geo., P.Ag.

⁵ Pers. Comm. between Jessica Stewart and an anonymous former cranberry farmer in this area, who supplied this cost estimate to Madrone.





March 30, 2020

Jagbar Farms Ltd.
19740 River Road
Richmond, BC. V6Y 2C1

Attn: Sukhminder Sidhu

Re: Water Management Assessment – Jagbar Farms. Ltd. – 19740 River Road, No. 4 Road, Richmond, BC – ADDENDUM

Dear Sukhminder,

This addendum expands on the previous Water Management Assessment dated February 3, 2020 (see Soil Placement Application - Attachment 4)

The purpose of this addendum is to explain the drainage system used by Jagbar Farms and confirm that there will be no adverse impacts on surrounding properties.

Attachment 1 shows the subject property. Attachment 2 shows a schematic of the cranberry cultivation fields.

There are four (4) cranberry farming areas on the property. Three (3) are currently active cranberry farming (2, 3, and 4). The triangular area (1) is a proposal for a further cranberry farming area.

The Soil Placement Application relates to the triangular area (1) at the northwest end of the property. The three active farming areas have been cultivated for approximately thirty (30) years using the current and proposed water management and drainage arrangements. No adverse effects have been related during this operational period.

The three currently operational farming areas are completely surrounded by dikes located on the subject property. The proposed farming area will also be completely surrounded by similar dikes located





on the subject property. All four cranberry farming areas are also surrounded by a drainage ditch in each area internal to the dikes in each area.

There are three water management and drainage issues to be considered:

1) Drainage related to irrigation

This has been dealt with in the previous Water Management Assessment. Irrigation is small compared to natural precipitation. Moreover, irrigation is limited to the growing seasons (April to September) when there is a net water budget deficit. In any event the irrigation is contained by the dyke system which is described more fully below. Therefore, there are no adverse affects to adjacent properties due to irrigation.

2) Drainage related to normal precipitation

Natural precipitation has been dealt with in the previous Water Management Assessment. Again, the precipitation is entirely contained within the dyked system which will be described more fully below.

3) Drainage related to cranberry harvesting

Harvesting is the limiting case due to the larger volume of water involved. The three current cranberry cultivation areas are operational in a cascade system to conserve water. See Attachment 2 for existing water flow between cranberry cultivation areas.

Water for cranberry harvesting proceeds from the highest elevation field (currently field 2) to lower elevation fields in sequence (2 to 3 to 4). Water is conserved by reusing in the cascade during harvesting.

Water is sourced from and ultimately discharged to the ditch system that connects to the Fraser River at the southeast corner of the property. (See Attachment 3). Water levels in the ditch system are regulated by the control structures connecting to the Fraser River at the southeast corner of the property.

The ditch system extends along the south and west boundaries of the properties. There are pump stations along the west boundary of the property to provide water for irrigation and harvesting. The water is distributed by fixed and mobile pipes.

Water is collected by a perimeter ditch system in each of the cranberry cultivation areas (see Attachment 4) and ultimately discharged to the ditch system at the southeast corner of the Fraser River connection.

This arrangement has been used continuously by Jagbar Farms for approximately 20 years.



We reiterate that the entire cultivation area, and each field is completely contained by dykes and perimeter drainage ditches.

Moreover, the south boundary and the west boundary of the property are adjacent to the ditch systems which separates and isolates the property from adjacent properties.

The Geotechnical Assessment confirms that no adverse impacts have been noted on any boundaries of the property or on the adjacent property using this water management system during the previous 20 year operational period of Jagbar Farms.

The east boundary property is bounded by the Fraser River dike and River Road. The eastern part of the boundary is separated and isolated from River Road the the Fraser River dike by a drainage ditch connected to the Fraser River.

The northeast boundary is bounded by the Kinder Morgan Pipeline right of way (ROW). The northern dyke is located approximately 15 m from the edge of the ROW.

The proposed fourth cranberry cultivation area will be constructed and operated in an identical manner to the three currently operating areas.

Harvesting water will be sourced from the ditch system on the southwest boundary of the property using the existing pump stations. Additional water will be sourced as required during the progression of the harvesting operation.

The harvesting water cascade will start with the proposed area and proceed sequentially through areas 1, 2, 3, and 4. The drainage will ultimately discharge to the ditch system at the southeast corner of the property area near the Fraser River connection.

Note that the four (4) cranberry cultivation fields (including the proposed new field) have areas of 24%, 23%, 32% and 49% of the total property area, respectively. Area 4 is the largest therefore the Areas 1, 2, and 3 are accomodated within the existing and demonstrated drainage capacity of Area 4.

Field (4) is the lowest and requires the largest quantity of water for harvesting (and incidentally, also contributes the largest quantity for irrigation and natural precipitation). Therefore, the proposed Field 1 contribution which is significantly smaller than existing operations and fits within the existing arrangements.

The proposed drainage system will not have any adverse impacts on adjacent properties.



Yours truly,
GREY OWL ENGINEERING LTD.

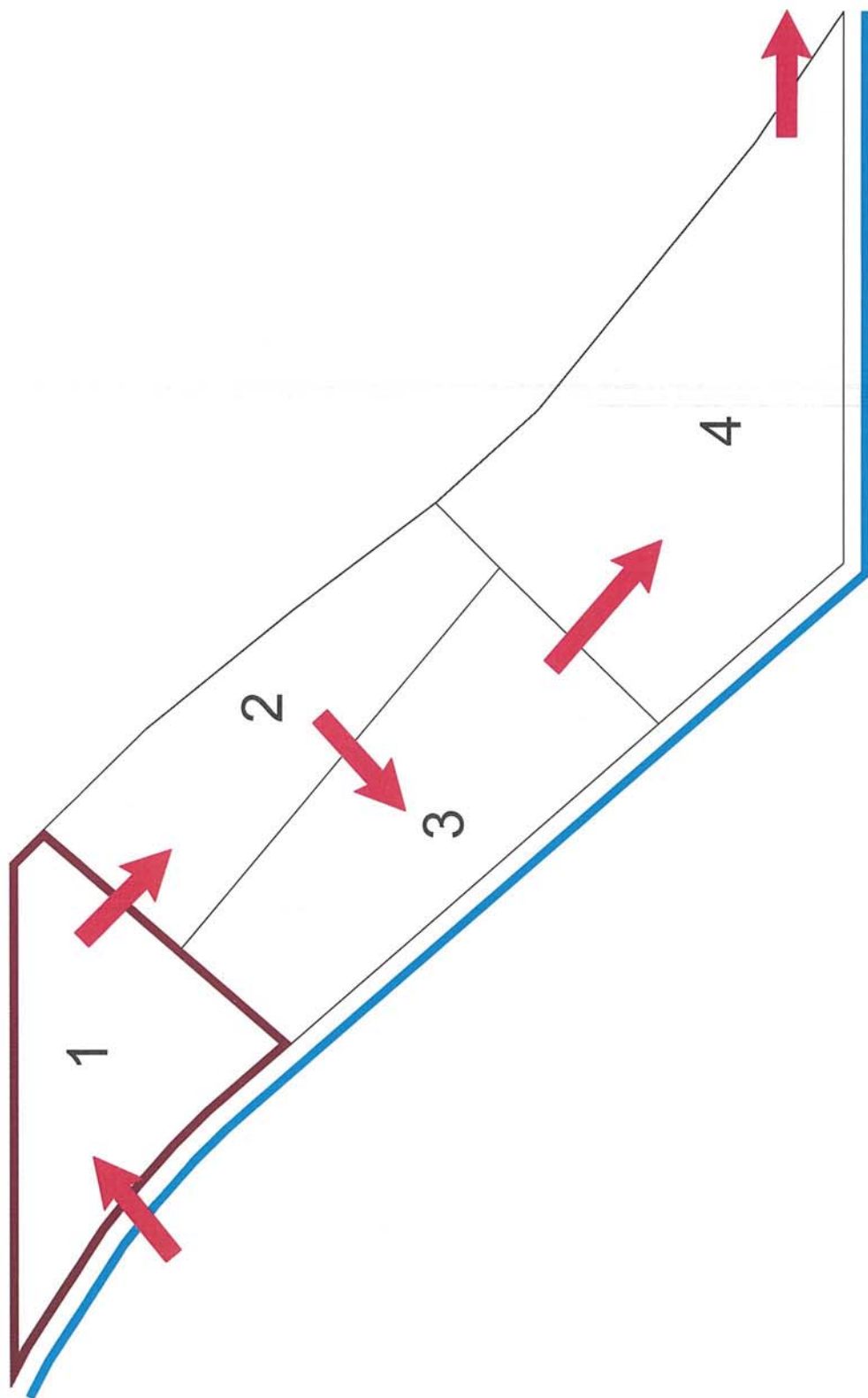
A circular red stamp from the Province of British Columbia. The outer ring of the stamp contains the words "PROFESSIONAL" at the top and "ENGINEER" at the bottom. Inside the ring, the text "PROVINCE OF BRITISH COLUMBIA" is written in a smaller font. In the center of the stamp, the name "DR. S. M. RAMSAY" and the number "#25412" are printed. A black ink signature is written over the stamp, extending from the left and right sides.

Dr. Stephen Ramsay P.Eng

MAR 30 2020

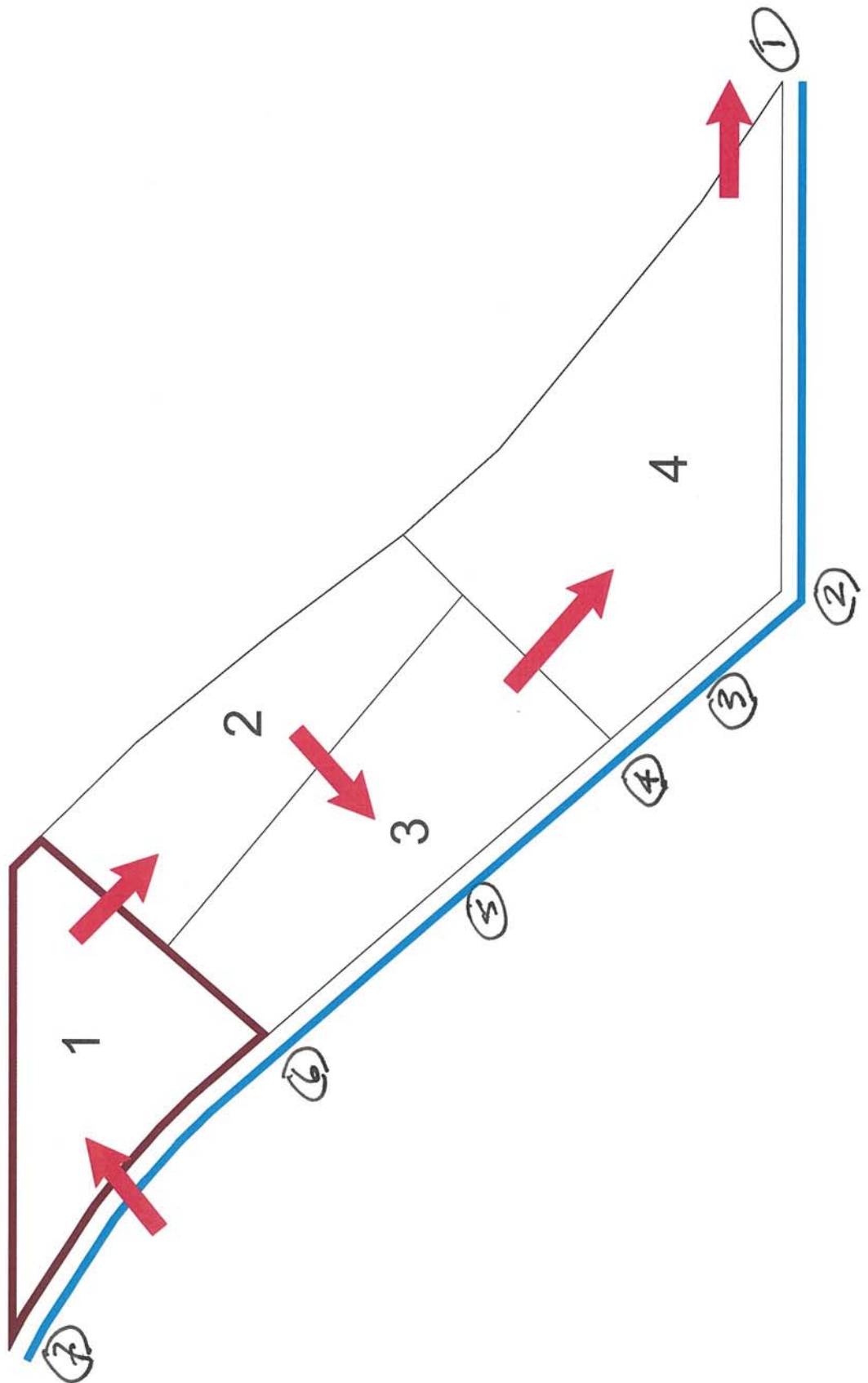
Attachment 1

Attachment 2

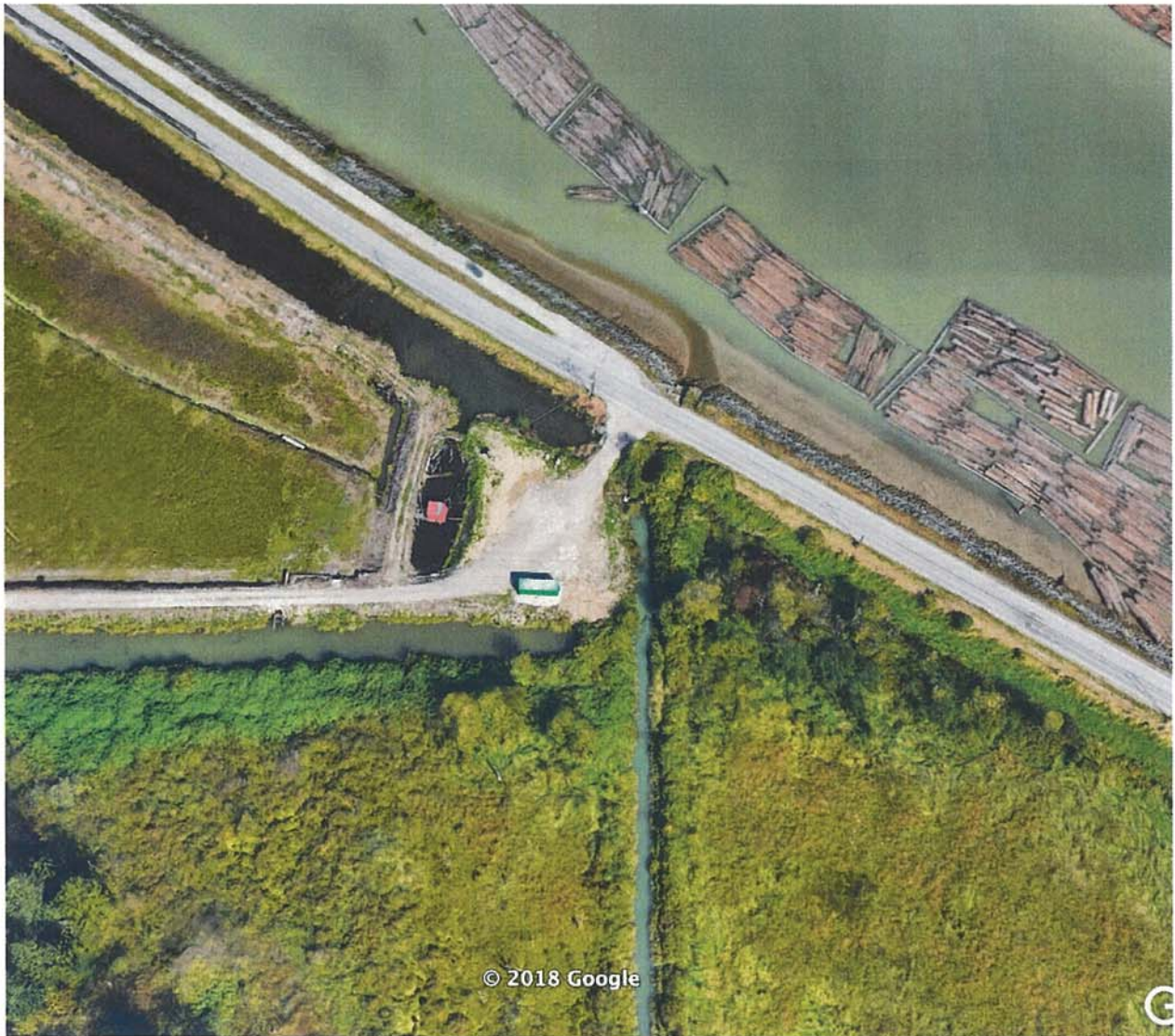


Attachment 3

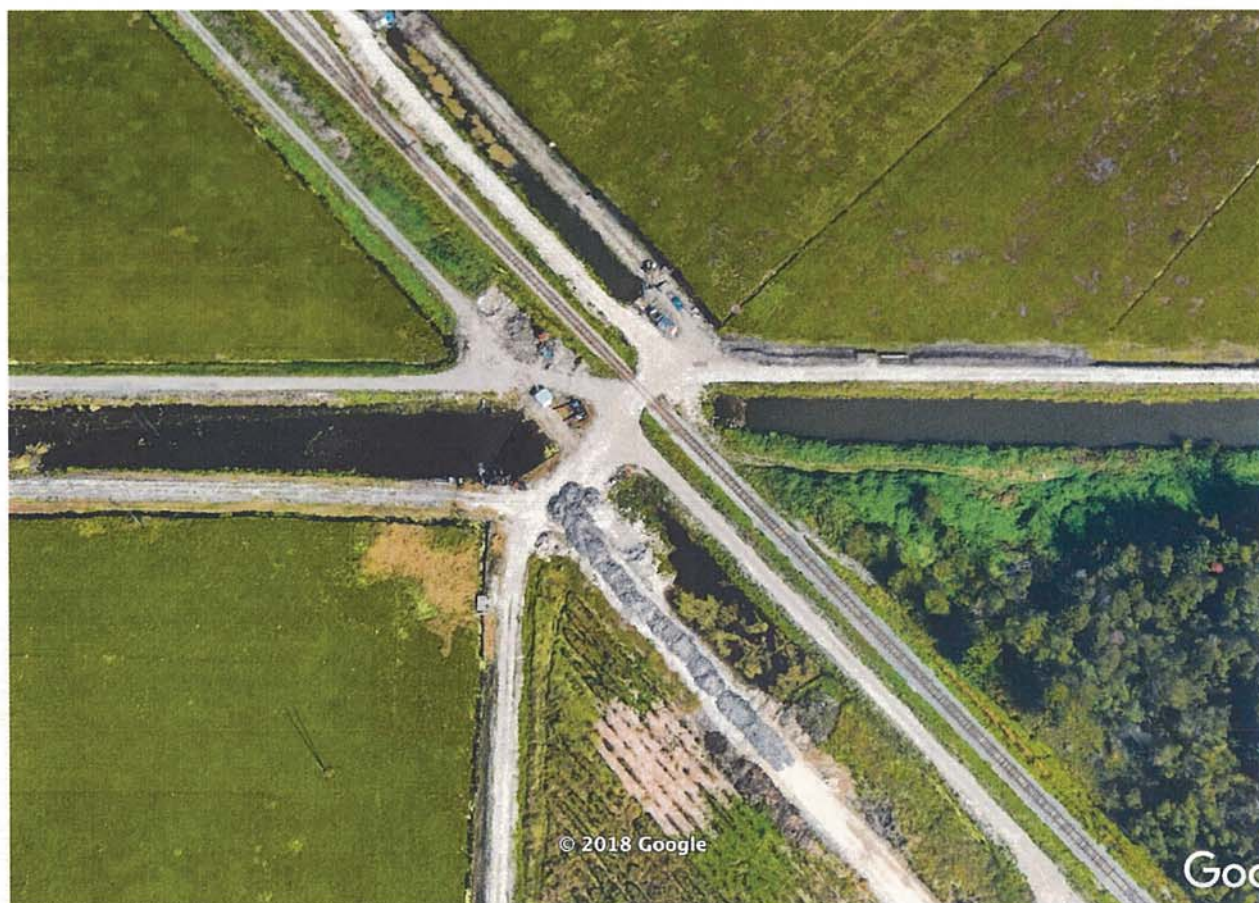
Ditch system photo locations.



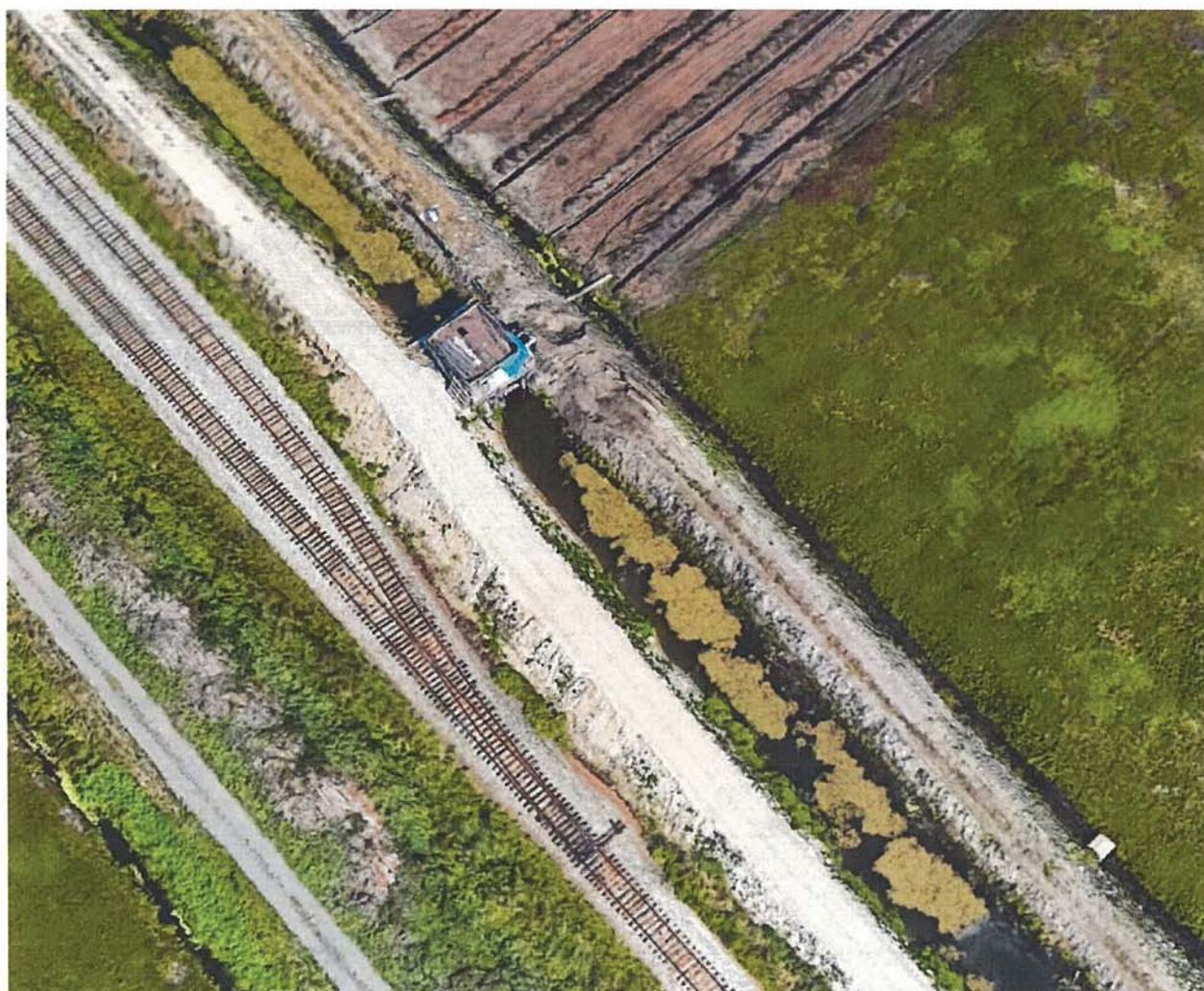
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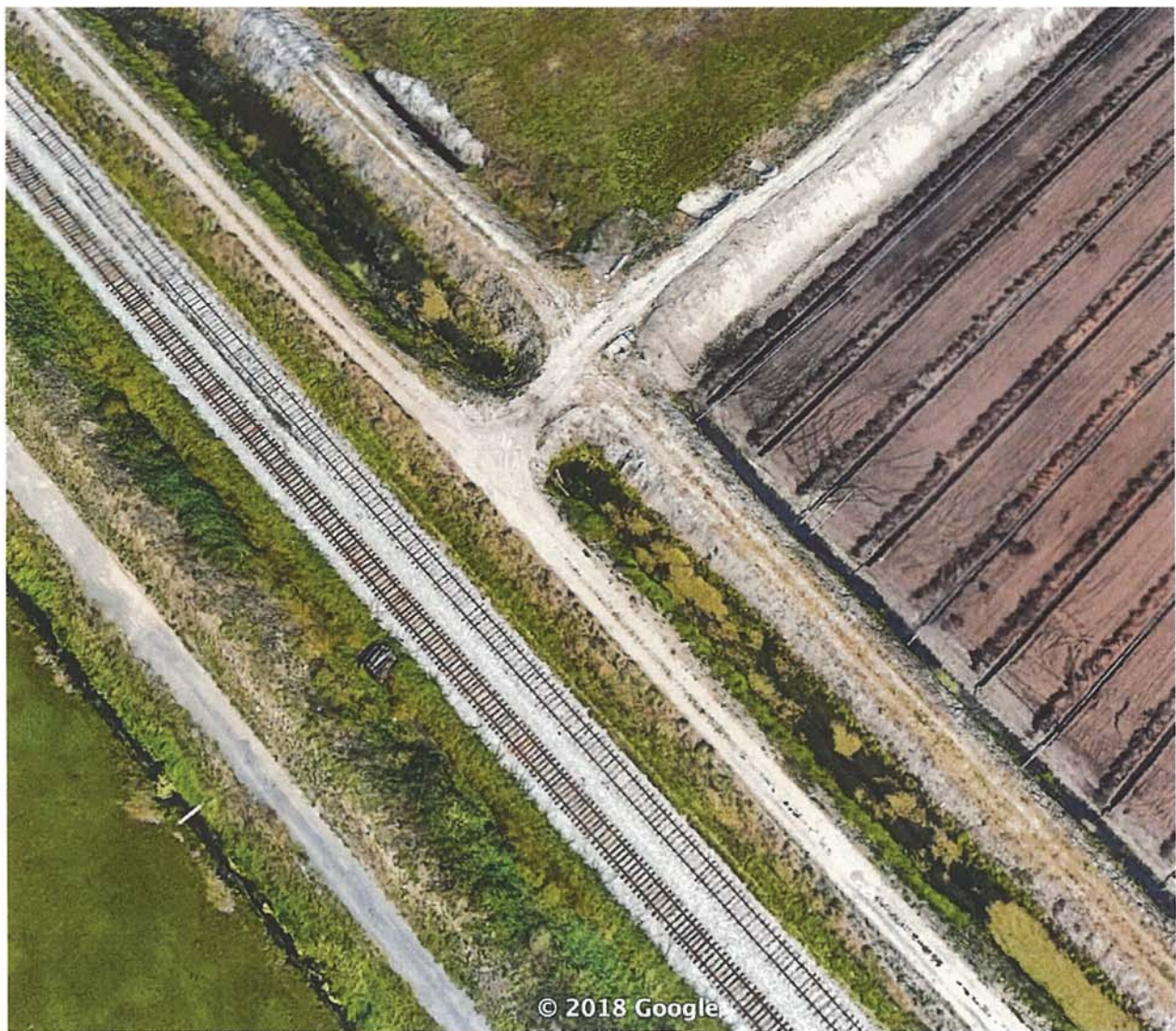
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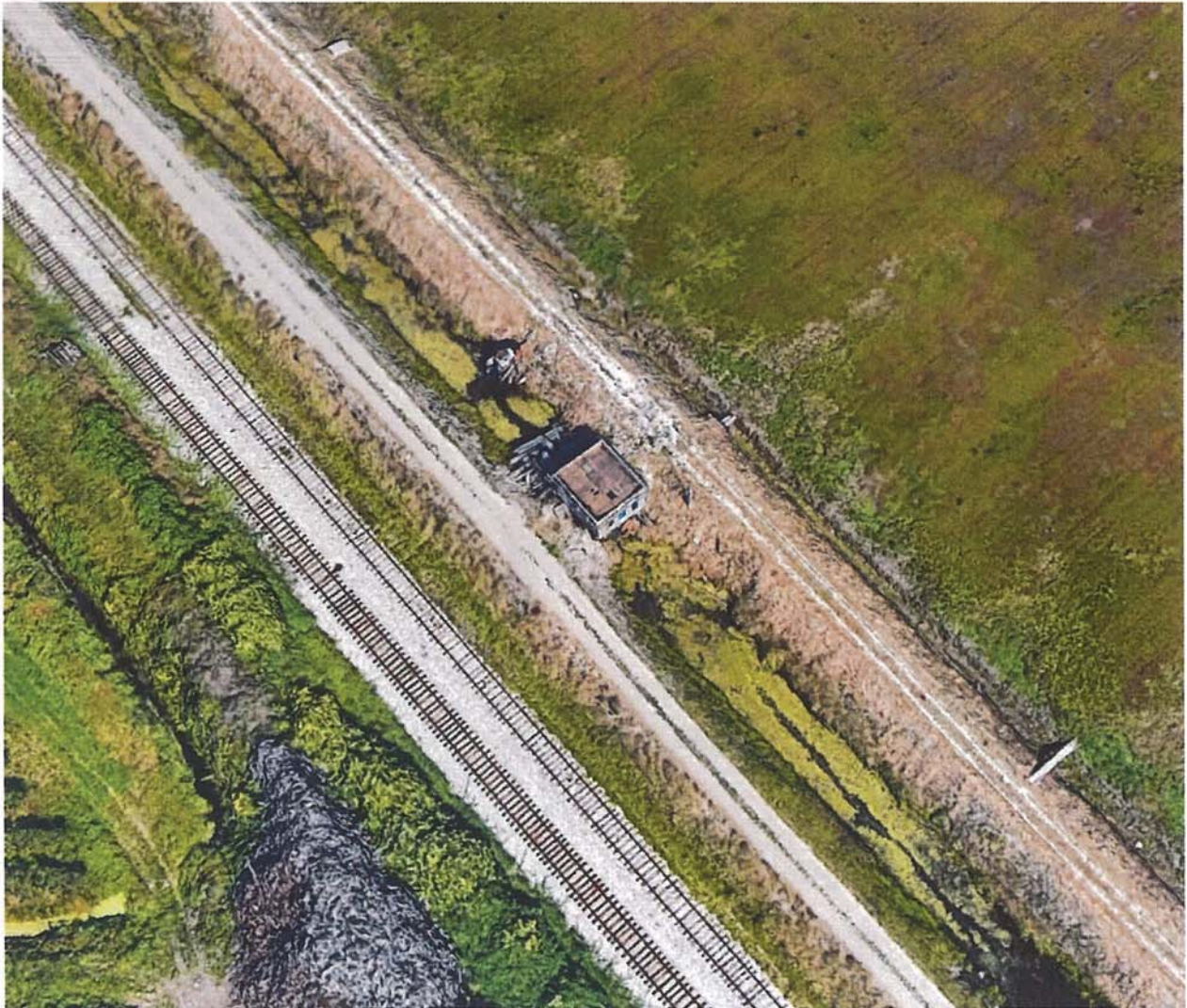
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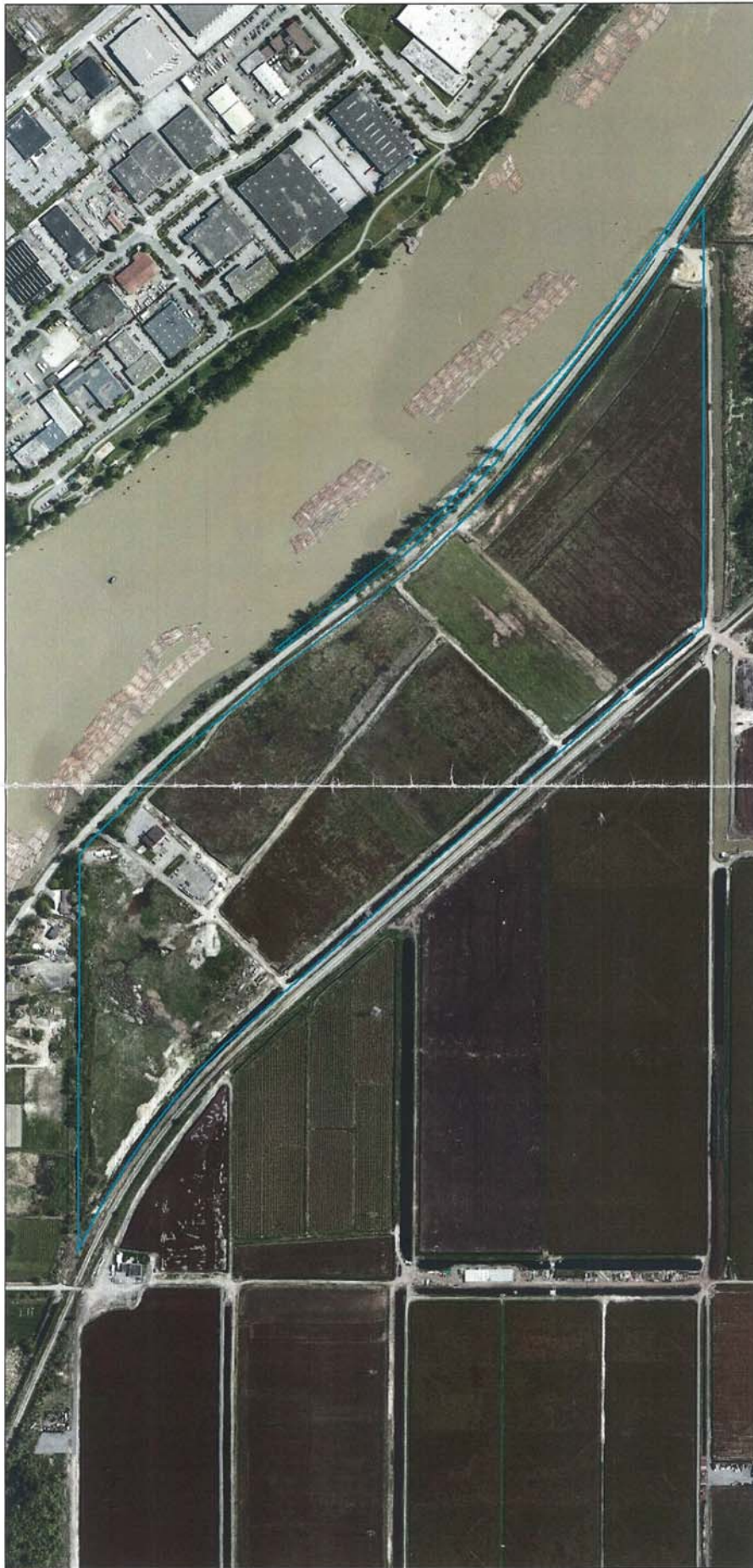


7



Attachment 4

ArcGIS Web Map



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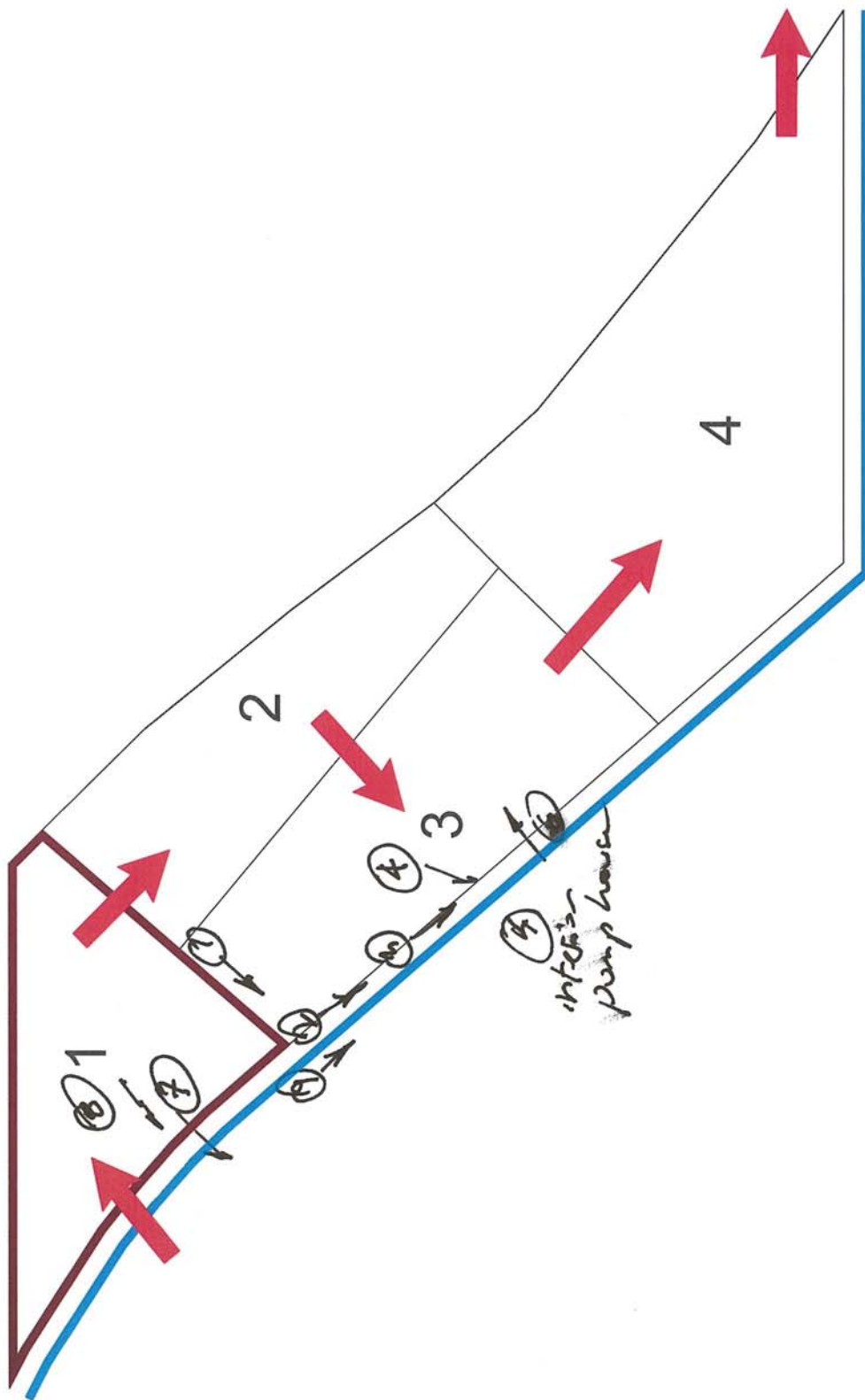
- Street Names
- Community Centres
- Richmond Oval
- Skating Arenas
- Swimming Pools
- Libraries
- City Hall
- Fire Stations
- Police Stations
- Ambulance Stations
- Red: Band_1
- Green: Band_2
- Blue: Band_3

1:7,523

0 0.075 0.15 0.3 mi
0 0.125 0.25 0.5 km

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

City of Richmond, BC
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CNCL - 203

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CNCL - 207

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CNCL - 210





March 30 , 2020

Jagbar Farms Ltd.
19740 River Road,
Richmond, BC
V6V 1M3

Attn: Sukhminder Sidhu

Re: 19740 River Road – Soil Deposit Application – Geotechnical Assessment – ADDENDUM

This Addendum expands on the previous Geotechnical Assessment dated February 3, 2020 (see Soil Placement Application – Attachment 4).

The purpose of this addendum is to confirm that there will be no adverse impacts on surrounding properties.

The commentary relates specifically to the soil placement area at the northwest end of the property.

The area has been filled previously to a depth of approximately 2.5m to establish the current elevation. The most recent fill was placed in approximately 2000 pursuant to the previous authorizations. No adverse geotechnical impacts have been noted occurred during the previous 20 years.

The south boundary is adjacent to the existing irrigation and drainage ditch system connecting to the Fraser River.

The southwest boundary is adjacent to the Richmond ditch system. The CP Rail right of way (ROW) is on the southwest side of the ditch. The CP Rail ROW shows no evidence of geotechnical issues and no adverse effects have been noted during the previous 20 years of cranberry cultivation.

The ditch on the south and southwest boundaries system shows no evidence of geotechnical issues and no adverse effects have been noted during the previous 20 years of cranberry cultivation.

The north boundary is adjacent to the Kinder Morgen pipeline ROW. The ROW shows no evidence of geotechnical issues and no adverse effects have been noted in the previous 20 years of cranberry cultivation.

The northeast boundary is adjacent to the Fraser River dike and River Road. The Fraser River dike and River Road show no evidence of geotechnical issues and no adverse effects have been noted in the previous 20 years of cranberry cultivation.

Head Office

#815, 715 - 5th Avenue SW
Calgary, AB T2P 2X6
www.GreyOwlEng.com



Calgary, AB
Estevan, SK
Maple Ridge, BC
Toll Free : 1.877.GREYOWL



The proposed soil placement is separated from the Kinder Morgan ROW by a buffer of approximately 15m including the existing embankment and proposed dike at the north boundary of the soil placement area.

Attachment 1 shows the Kinder Morgan ROW adjacent to the north boundary of the subject property.


See figure 1 to 3 attached which demonstrates the separation of the Kinder Morgan ROW from the Jagbar Farms property and from the proposed soil placement areas. The separation exceeds the Kinder Morgan guidelines for concern with the ROW.

The proposed soil placement will not have any geotechnical impacts on any of the adjacent properties.

In summary, there are no indications of pre-existing geotechnical issues related to cranberry cultivation which has occurred continuously at Jagbar Farms for over 30 years. The proposed soil placement area has sufficient buffer and physical separation from adjacent properties to avoid any geotechnical impacts.

Yours truly,

GREY OWL ENGINEERING LTD.

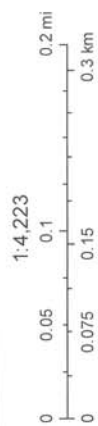

Dr. Stephen Ramsay P.Eng
MAR 30 2020

Attachment 1.

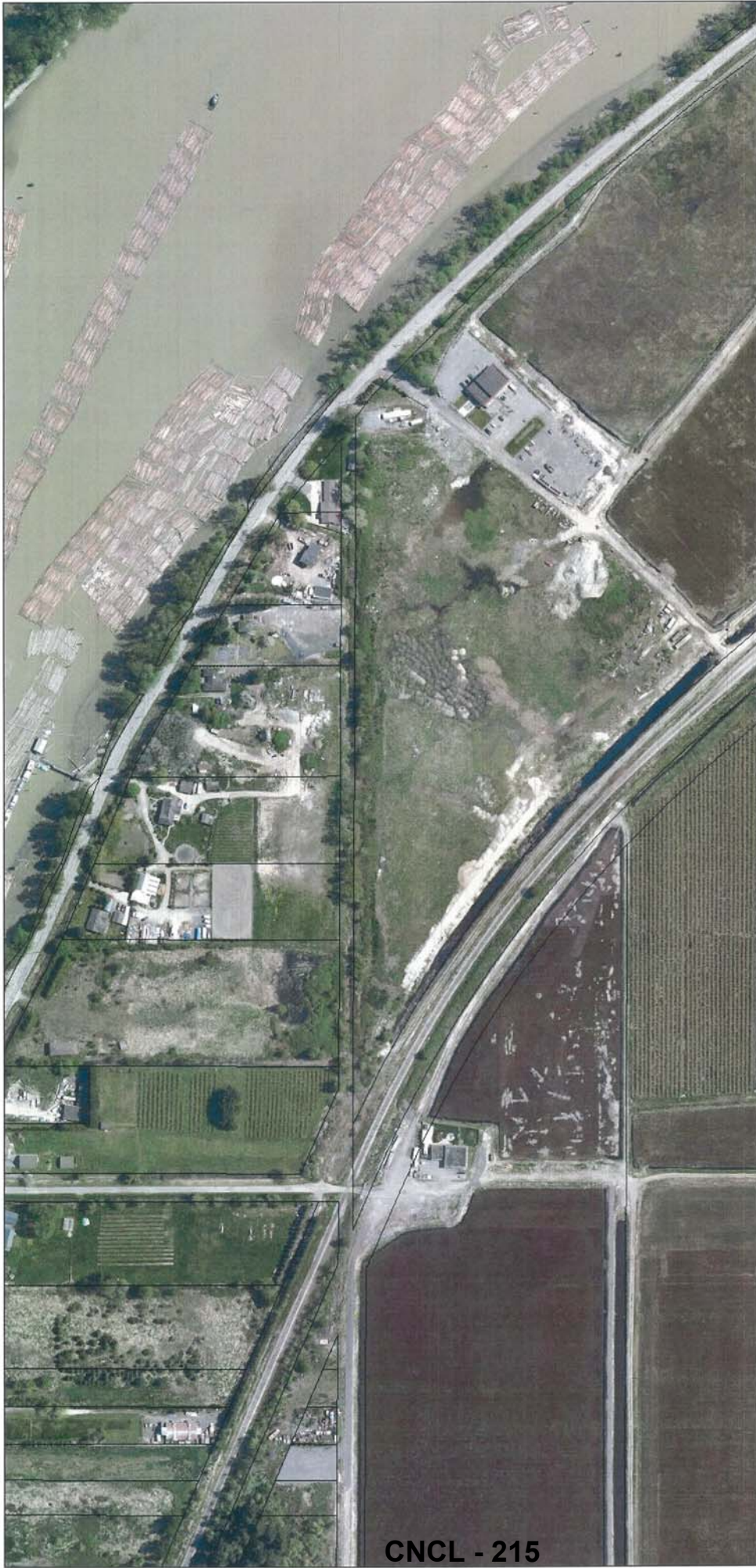


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|---|----------------------|---|----------------|---|--------------------|
|  | Air Parcels |  | Skating Arenas |  | Fire Stations |
|  | Strata |  | Swimming Pools |  | Police Stations |
|  | Parcels (black line) |  | Libraries |  | Ambulance Stations |
|  | Community Centres |  | Theatre |  | Hospitals |
|  | Richmond Oval |  | City Hall | | |



ArcGIS Web Map



CNCL - 215

2020-04-13, 9:40:24 AM

- Air Parcels
- Strata
- Parcels (black line)
- Community Centres
- Richmond Oval
- Skating Arenas
- Swimming Pools
- Libraries
- Theatre
- City Hall
- Fire Stations
- Police Stations
- Ambulance Stations
- Hospitals
- Red: Band_1
- Green: Band_2
- Blue: Band_3

1.4, 223
0 0.05 0.1 0.15 0.2 mi
0 0.075 0.15 0.3 km

ArcGIS Web Map



2020-03-27, 5:00:52 PM

Property Address

- Air Parcels
- Strata
- Parcels (black line)
- Community Centres

Richmond Oval

Skating Arenas

Swimming Pools

Libraries

Theatre

City Hall

Fire Stations

Police Stations

Ambulance Stations

Hospitals

Red: Band_1

Green: Band_2

Blue: Band_3

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0 0.005 0.01 0.02 0.04 km

0 0.01 0.02 0.04 mi

Attachment 2 Existing and Proposed Pipeline Route

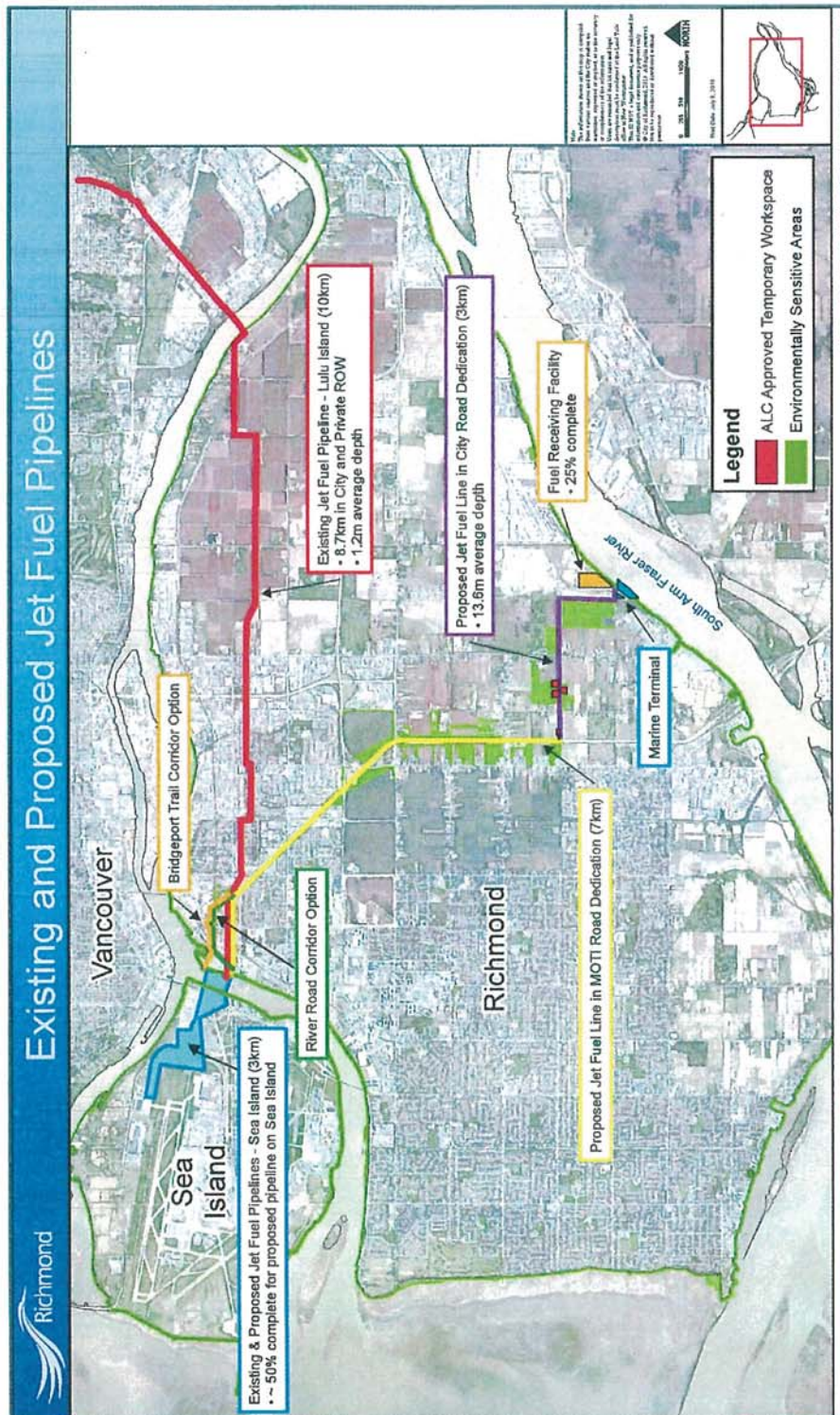




Figure 1
Kinder Morgan Pipeline ROW



Figure 2
Kinder Morgan pipeline ROW adjacent to northwest boundary of Jagbar Farms. ROW is separated from soil deposit by buffer including ROW, ditch, and embankment at right.



Figure 3
Kinder Morgan ROW at left. Jagbar Farms at right.

Non-Farm Use Fill Application for 19740 River Road, Jagbar Farms (Peat only, development area of 5.3 ha or 13.1 acres)

Project Cost Estimates	
During peat importation - ongoing monitoring and reporting by Professional Agrologist as required by the ALC and the City of Richmond (generally per 3,000 m ³) – 10-12 visits for 32,000 m ³ of peat	\$6,000 (approx. \$500 per monitoring visit and report, estimate from invoices for similar projects in area)
Earthworks costs – 2 year maximum duration (Project management, load inspector, machine/labour costs, fuel, traffic management)	<p>The total cost of development of the soil deposit area is estimated at \$23,000-\$27,000/acre (\$50,000-\$60,000/ha) inclusive of earthworks, drainage (underground drainage within field and perimeter ditch drainage, irrigation, peat soil placement and grading and planting.</p> <p>These costs are typical based on previous experience at Jagbar Farms.</p>
Cranberry Farm implementation cost estimate in new 5.3 ha area (irrigation, installation of berms, labour, new cranberry plants, any other installations)	<p>See above.</p> <p>Total implementation cost approximately \$292,000 (calculated via: \$55,000 average x 5.3 ha)</p> <p>Cost to maintain and cultivate cranberry crop once established (see FSAAC Summary document): \$5,000/acre/year = \$66,000 per year for 13.1 acres</p> <p>No profit from crop for approximately 3 years (crop needs to grow, develop) from establishment</p>
ALC application fee (if proposal is forwarded to the ALC by the CoR)	\$1,500
Final topographic survey	\$2,000-\$4,000 ¹
Final Agrologist Report (Closure Report for ALC)	\$3,000-\$4,000 ²
Final Geotechnical Report (if required)	\$2,000-\$4,000
Project Cost Estimate (does not include upfront costs, detailed below)	<p>Approximately \$309,000 <i>plus</i> \$66,000 per year to maintain crop for initial three years of establishment until first commercial harvest</p> <p>Where cost is estimated as a range above, the average has been used in this calculation.</p>

¹ Cost of survey varies by company and complexity of terrain – area to be surveyed is 5.3 ha (13.1 acres).

² Includes potential fertility testing as part of ALC closure requirements (topsoil).

Non-Farm Use Fill Application for 19740 River Road, Jagbar Farms (Peat only, development area of 5.3 ha or 13.1 acres)

Upfront Costs (To Date, paid by Jagbar Farms)	
Soil Placement Plan	\$2,500
Topographic Survey (Existing)	\$1,500
Drainage Plan	\$1,500
Geotechnical Report	\$1,500
Application Fee (CoR)	\$600
Total Upfront Costs Paid to Date	\$7,600
Additional upfront costs, if required	\$5,000-\$10,000 for ESC implementation such as gravel road rehabilitation, possible wheel wash installation³
Peat Tipping Fees	<p>All structural fill required establish the existing grade of the soil placement area has been placed under previous authorizations (see Soil Placement Plan & Geotechnical Assessment). Sufficient material exists at the site for all anticipates earthworks related to the dikes and drainage system (no material necessary).</p> <p>The peat soil will be sourced from specified areas in Queensborough where previous peat soil has been sourced. This is to ensure consistency and uniformity of the soil through the Jagbar Farm operations and similar growing conditions throughout.</p> <p>The peat soil will be sourced from areas of Queensborough that are being developed requiring removal of the existing peat soil at</p>

³ Large sites with 3+ year projects have ESC costs of over \$35,000 (costs seen by Madrone in related projects). This is a cranberry farm with existing gravelled farm roads. The peat will be confined between berms therefore, run-off is not anticipated to be a management issue. The main ESC anticipated will be road improvements (bringing in fresh gravel, spreading) and potential wheel wash installation at entrance to ensure trucks do not track sediment onto River Road. If gravel is sufficient at cleaning tires, no wheel wash will be installed.

	<p>those sites. The rate at which peat soil is sourced is dependent, in part, on the development in Queensborough and is expected to have a duration of about two (2) years.</p> <p>Note that the peat soil will be extracted and trucked at the expense of the developer(s) of the Queensborough site(s) and is supplied at no cost to Jagbar Farms.</p> <p>This is not a commercial fill site and no fees are paid to Jagbar Farms for the peat soil.</p>
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To: Mayor & Councillors
From: Wayne Craig
Director, Development

Date: July 21, 2020
File: RZ 18-829789

Re: Rezoning Application at 10431 No. 5 Road for Arterial Road Compact Two-Unit Dwellings

At the General Purposes Committee meeting held July 20, 2020, a request was made to identify the name of the applicant in Staff Reports in cases where a development application is submitted by a numbered company or by an authorized agent on behalf of the property owner.

This memo responds to that request by identifying the name of the applicant and the property owner associated with the application for rezoning at 10431 No. 5 Road, as follows:

- Applicant 1058085 BC Ltd. Inc. No. BC 1058085 (property owner)
Director Information - Sajid Syed Hassan
- Property Owner 1058085 BC Ltd.

If you have any questions about this memo, please contact me directly at 604-247-4625.

Wayne Craig
Director, Development
(604-247-4625)

WC/NA:blg

pc: SMT
Nathan Andrews, Planning Technician



City of Richmond

Report to Committee

To: General Purposes Committee

Date: July 6, 2020

From: Wayne Craig
Director, Development

File: RZ 18-829789

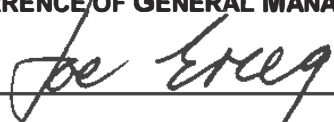
Re: **Application by 1058085 BC Ltd. for Rezoning at 10431 No. 5 Road from the "Single Detached (RS1/E)" Zone to the "Arterial Road Compact Two-Unit Dwellings (RCD)" Zone**

Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10197 to create the "Arterial Road Compact Two-Unit Dwellings (RCD)" zone, be introduced and given First Reading; and
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10195, for the rezoning of 10431 No. 5 Road from "Single Detached (RS1/E)" to "Arterial Road Compact Two-Unit Dwellings (RCD)", be introduced and given First Reading.


Wayne Craig
Director, Development
(604-247-4625)

WC:na
Att. 7

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE/OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	

Staff Report

Origin

1058085 BC Ltd. has applied for permission to rezone 10431 No. 5 Road from “Single Detached (RS1/E)” to a newly created “Arterial Road Compact Two-Unit Dwellings (RCD)” zone in order to create two lots and develop two front-to-back duplexes with vehicle access from the rear lane. A location map of the subject site is attached (Attachment 1). A Development Permit application is required prior to rezoning adoption to address the form and character of the proposed duplexes.

A new “Arterial Road Compact Two-Unit Dwellings (RCD)” zone is also being introduced to support the development of Arterial Road Compact Lot Duplexes envisioned in the Arterial Road Land Use Policy.

Findings of Fact

A Development Application Data Sheet (Attachment 2) providing details about the development proposal is attached.

Subject Site Existing Housing Profile

There is an existing single-family dwelling on the property, which will be demolished. The applicant has indicated that the existing house does not contain a secondary suite.

Surrounding Development

- To the North: A single-family dwelling on property zoned “Single Detached (RS1/B)” and designated in the Arterial Road Land Use Policy for Arterial Road Compact Lot Duplex.
- To the South: A single-family dwelling on property zoned “Single Detached (RS1/E)” and designated in the Arterial Road Land Use Policy for Arterial Road Townhouse.
- To the East: Across No. 5 Road, property zoned “Agriculture (AG1)”.
- To the West: Across the lane, single-family dwellings on property zoned “Single Detached RS1/E)”.

Related Policies & Studies

Official Community Plan (OCP) Designation

The OCP’s Land Use Map designation for this property is “Neighbourhood Residential”. This designation permits a range of residential uses including single-family and duplex buildings. This redevelopment proposal is consistent with this designation.

Arterial Road Policy

The Arterial Road Land Use Policy in the City's 2041 Official Community Plan Bylaw 9000 directs appropriate duplex developments onto certain major arterial roads outside the City Centre. The subject site is identified for "Arterial Road Compact Lot Duplex" on the Arterial Road Development Map and the proposal is in compliance with the Arterial Road Compact Lot Duplex Development Requirements under the Arterial Road Policy.

Lot Size Policy 5434

The subject property is located within the area governed by Single-Family Lot Size Policy 5434 (adopted by Council in 1990; amended in 1991 and 2006). This Policy permits rezoning and subdivision of lots along this section of No. 5 Road in accordance with compact lot single family or coach house zoning (i.e., a minimum width of 9 m with a maximum of two dwelling units per lot), provided there is access to an operational rear lane (Attachment 3).

The Single Family Lot Size Policy framework in general provides guidance with respect to the creation of new lots based on the lot width, depth, area and vehicle access. Lot Size Policy 5434 allows for the subdivision of the property to create two lots with a minimum width of 9 m provided vehicle access is from the rear lane. The subject application will create two lots with vehicle access from the rear lane consistent with the minimum subdivision standards in Lot Size Policy 5434.

The OCP Arterial Road Land Use Policy provides direction on the use of the subject property for residential duplexes on the same size lots as permitted under the Lot Size Policy. Compact lot duplexes will result in the same number of dwelling units as achieved via a rezoning to coach houses. Accordingly, the proposed rezoning is consistent with Lot Size Policy 5434.

Agricultural Land Reserve (ALR) Buffer Zone

A landscape buffer is required along the No. 5 Road frontage of this site. The buffer is intended to mitigate land use conflicts between the residential uses on the subject site and any agricultural land uses on the east side of No. 5 Road. The applicant is proposing a 4.0 m wide ALR buffer on site along the entire east property line.

In addition to the landscaping requirements of the buffer, a restrictive covenant will be registered on title, indicating that the landscaping within the ALR buffer cannot be removed or modified without the City's approval. The covenant would also identify that the landscape planting is intended to be a buffer to mitigate the impacts of noise, dust and odour generated from typical farm activities.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on title is required prior to final adoption of the rezoning bylaw.

Public Consultation

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

The applicant conducted additional consultation with neighbouring properties along No. 5 Road (10311, 10333, 10337, 10411, 10451, and 10471 No 5 Road). No feedback or concerns were raised by the neighbours in regards to the consultation letter (Attachment 4).

Should the Planning Committee endorse this application and Council grant First Reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Site Planning and Architectural Character

The applicant proposes one duplex on each of the two lots to be created through rezoning and subdivision, for a total of four dwelling units ranging between approximately 114 m² (1,228 ft²) to 120 m² (1,292 ft²) in size. The duplexes are proposed to be in a "front-back" configuration with each unit having access to a detached garaged accessed from the existing rear lane. Outdoor private spaces will be provided at the front or rear yard of each dwelling unit.

The development proposal for duplexes is consistent with the land use designations in the Official Community Plan. Duplexes are considered as an appropriate infill development form within existing single-family neighbourhoods along arterial roads as they contribute to a greater variety of ground-oriented home ownership opportunities. In keeping with the architectural character of nearby single-family developments, the duplexes will be two storeys and will feature a peaked roof.

A survey and architectural plans showing the proposed subdivision plan is provided in Attachment 5. Further details of the architectural form and character of the proposed development and landscape design will be reviewed and finalized through the Development Permit application process.

Existing Legal Encumbrances

A Land Tax Deferment Act Agreement is currently registered on title. This agreement allows the property owner to defer payment of taxes. All deferred taxes must be paid and the agreement must be discharged from title prior to the preparation and registration of any legal documents associated with this rezoning application.

Transportation and Site Access

In accordance with Residential Lot (Vehicular) Access Regulation Bylaw No. 7222, vehicle access to the proposed lots is to be from the existing rear lane only. Each dwelling unit will have two vehicle parking space provided by a single-vehicle garage and an additional surface parking space located on the driveway in front of each garage. As a condition to rezoning, a restrictive covenant will be required to ensure that vehicle access to the future lots will be from the lane. Upgrades to the portion of the lane that abuts the subject site will be completed as part of future construction by the City at a later date. Cash-in-lieu contribution for the future works will be required at subdivision stage.

British Columbia Ministry of Transportation and Infrastructure (MOTI) Referral

The subject site is located within 800 m of a controlled access highway, and the rezoning application was referred to the BC Ministry of Transportation and Infrastructure (MOTI). Preliminary approval of the subject rezoning was granted on December 18, 2019. Prior to final adoption of the rezoning bylaw, final approval from MOTI is required.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses three on-site trees, two of which are bylaw-sized trees, four trees on neighbouring properties, and two street trees on City property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and supports the Arborist's findings, with the following comments:

- Four trees (tag #1, 2, 4 & 5) located on the neighbouring property to be retained and protected as per Arborist's Report recommendation. The level of tree protection is identified as part of the Tree Management Plan (Attachment 6).
- Two trees (tag #8 (21 cm caliper Apple tree) & #9 (28 cm caliper Plum tree)) located on City property within the rear lane are in poor condition and also conflict with the proposed driveway. It is recommended that removal of the two trees (tag #8 & #9) is completed and \$1,950 towards the City's Tree Compensation Fund is required for the approval of these two removals.
- Two trees (tag #6 (10 cm caliper Yew tree) & #7 (20 cm caliper Weeping birch)) located on the development site are in poor condition and should be removed and replaced.
- One tree (tag #3 (26 cm caliper Windmill Palm)) located on the development site, is in good condition and identified in the Arborist Report to be retained and protected.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove two on-site trees (Trees #6 and #7). Only one tree (Tree #7) is bylaw sized, therefore the 2:1 replacement ratio would require a total of two replacement trees. The applicant has agreed to plant four new trees on each lot proposed. A detailed Landscape Plan, including Tree Management Plan, will provide further details on the proposed location and tree species and will be secured at the Development Permit stage.

Tree Protection

A total of one tree on-site is to be retained and protected. Four neighbouring trees that are to be protected do not require tree protection measures as critical root zones do not extend beyond the property line but are identified as part of the Tree Management Plan shown in Attachment 6.

To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Affordable Housing Strategy

The applicant is required to comply with the Affordable Housing Strategy. In accordance with the Strategy, and a requirement as per the proposed "Arterial Road Compact Two-Unit Dwellings (RCD)" zone, a cash contribution of \$8.50 per buildable square foot (\$42,857.00) to the Affordable Housing Reserve is required prior to rezoning bylaw adoption.

Site Servicing and Frontage Improvements

Prior to subdivision, the developer will be required to:

- Provide a cash-in-lieu contribution in the amount of \$16,653, consistent with Subdivision and Development Bylaw 8751 for future construction of the rear lane where it abuts the subject property to the City's ultimate standard.
- Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
- Pay current years property taxes (and following years taxes for subdivisions signed after September 1st) prior to subdivision completion.

- Enter into a Servicing Agreement (SA) to construct the servicing works outlined in Attachment 6 for a new 1.5 m boulevard behind the existing curb and gutter, a 1.5 m wide concrete sidewalk at the property line, and any other frontage improvements on No. 5 Road determined at the SA stage.
- Provide any SRWs necessitated by the engineering design and SA at no cost to the City, including a 1.5 m wide utility rights-of-way across the entire No. 5 Road frontage to accommodate storm Inspection Chambers and water meter boxes.

Development Permit Application

A Development Permit application is required to address the form and character of the proposed duplexes and must be processed to a satisfactory level prior to final adoption of the rezoning bylaw. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for duplex projects in the 2041 Official Community Plan (OCP).
- Review of the architectural character, scale and massing to ensure that the proposed duplexes are well designed, fit well into the neighbourhood, and do not adversely impact adjacent homes.
- Review of aging-in-place features in all units and the provision of a convertible unit on each lot.
- Refinement of the proposed site grading to ensure survival of the protected tree, and to provide appropriate transition between the proposed development and adjacent existing developments.
- Refinement of landscape design, including the location and type of fence proposed along the front property line within the required Statutory Right-of-Way (SRW), the provision of a holding area for garbage/recycling material collection, and the size and species of on-site replacement trees to achieve an acceptable mix of conifer and deciduous trees on-site.

Additional issues may be identified as part of the Development Permit application review process.

Proposed "Arterial Road Compact Two-Unit Dwellings (RCD)" Zone

An amendment to the Richmond Zoning Bylaw 8500 is proposed to create the new "Arterial Road Compact Two-Unit Dwellings (RCD)" zone in order to allow front to back duplexes be developed along arterial roads, as supported by the Arterial Road Land Use Policy.

The proposed "Arterial Road Compact Two-Unit Dwellings (RCD)" zone is drafted based on the Arterial Road Duplex/Triplex Development and Compact Lot Duplex Requirements under the Arterial Road Land Use Policy and the "Single Detached (RS)" zone. Provisions related to density, minimum lot size and lot width are based on the arterial road duplex development requirements as approved by Council; provisions related to the lot coverage, building setbacks and building heights are drafted based on the "Single Detached (RS)" zone in order to ensure that

the form and character of duplexes along arterial road is compatible with the adjacent single-family dwellings.

Permitted Density

Maximum permitted density is proposed to be one two-unit housing unit per lot. The maximum floor area ratio (FAR) is "0.6" if the owner, at the time Council adopts a Zoning Amendment Bylaw to include the owner's lot in the RCD zone, contributes to the affordable housing reserve.

Lot Coverage

The lot coverage is 50% for buildings with no more than 70% of a lot may be occupied by buildings, structures and non-porous surfaces. 20% of the lot area in the "Arterial Road Compact Two-Unit Dwellings (RCD)" zone is restricted to landscaping with live plant material.

On-Site Parking

On-site vehicle parking shall be provided according to the standards set out in Section 7.0 of Zoning Bylaw 8500, except that the maximum driveway width shall be 6.0 m. For the purpose of this zone only, a driveway is defined as any non-porous surface of the lot that is used to provide space for vehicle parking or vehicle access to or from a public road or lane. Where residents of a single dwelling unit intend to use two parking spaces, the spaces may be provided in a tandem arrangement, with one standard parking space located behind the other.

Financial Impact or Economic Impact

The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The proposal to develop two front-to-back duplexes (four units in total) is consistent with the objectives of the Arterial Road Land Use Policy in terms of land use, character, and density. Overall, the project is attractive and a good fit with the neighbourhood. Further review of the project design will be required to ensure a high quality project, and will be completed as part of the future Development Permit process. On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10197 and Amendment Bylaw 10195 be introduced and given First Reading.

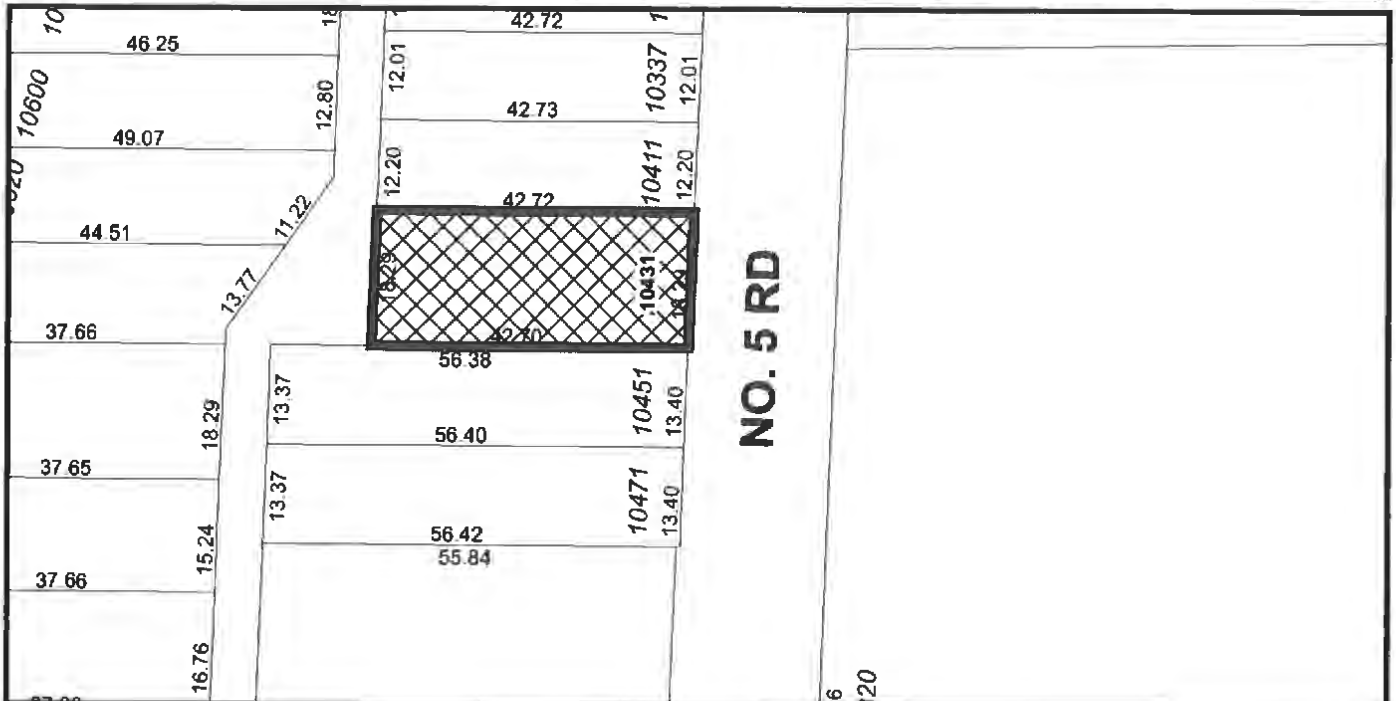


Nathan Andrews
Planning Technician
(604-247-4911)

NA:blg

Attachments:

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Single-Family Lot Size Policy 5434
- Attachment 4: Neighbour Consultation Letter and Map
- Attachment 5: Survey and Proposed Subdivision Plan
- Attachment 6: Tree Management Plan
- Attachment 7: Rezoning Considerations



RZ 18-829789

Original Date: 09/19/18

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



RZ 18-829789

Original Date: 09/20/18

Revision Date:

Note: Dimensions are in METRES



RZ 18-829789

Attachment 2

Address: 10431 No. 5 Road

Applicant: 1058085 BC Ltd.

Planning Area(s): Shellmont

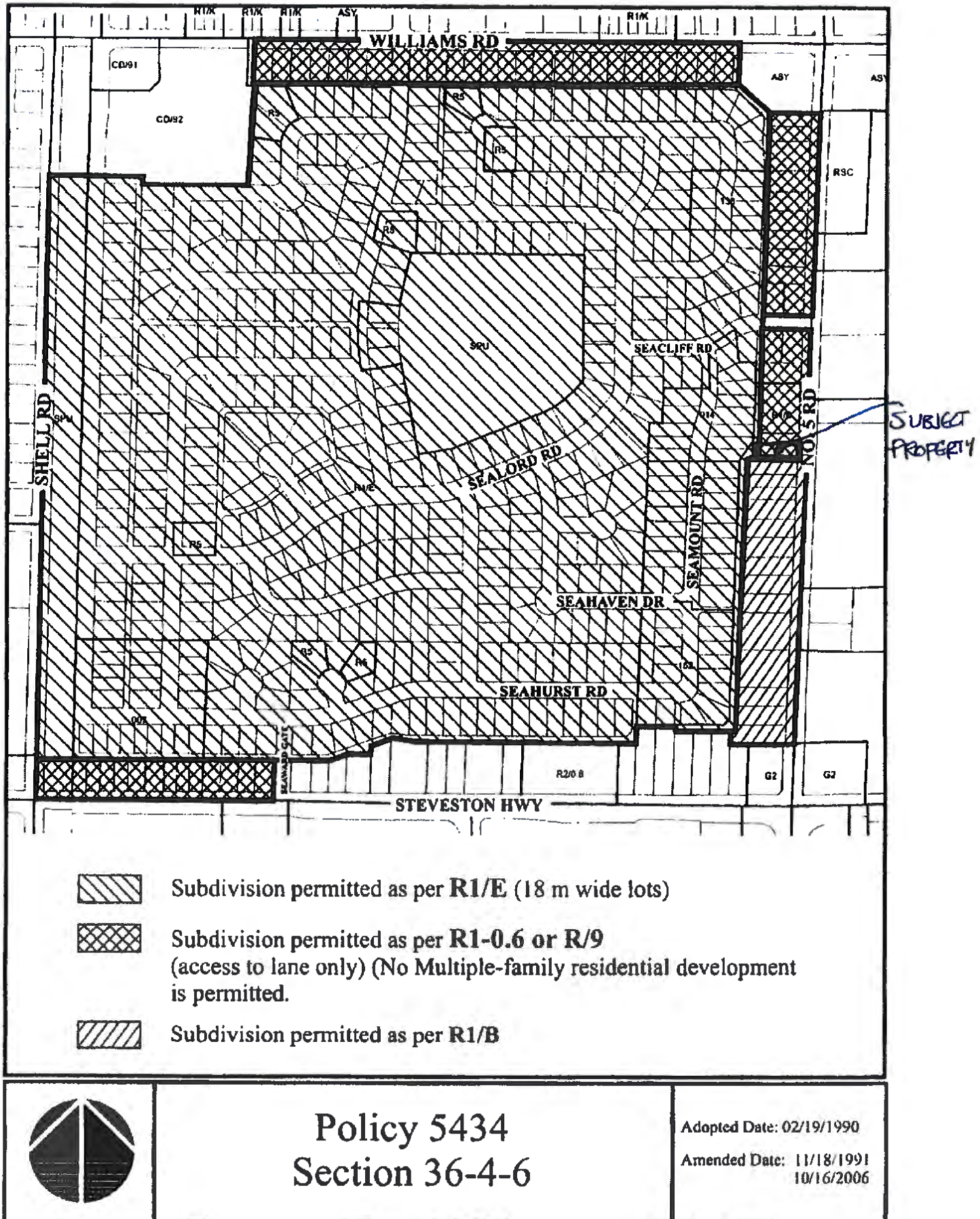
	Existing	Proposed
Owner:	1058085 BC Ltd	No change
Site Size (m²):	781 m ²	2 lots each 390.5 m ²
Land Uses:	Single family dwelling	Compact Duplex
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Neighbourhood Residential	No change
702 Policy Designation:	Single Family Lot Size Policy 5434	No change
Zoning:	Single Detached (RS1/E)	Arterial Road Compact Lot Duplex (RCD)
Number of Units:	1	4
Other Designations:	Arterial Road Compact Lot Duplex	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Lot A: 0.60 Lot B: 0.60	none permitted
Lot Coverage – Building:	Max. 50%	45% per lot	none
Lot Coverage – Non-porous Surfaces:	Max. 70%	61%	none
Lot Coverage – Live Landscaping:	Min. 20%	25%	none
Lot Coverage – Front Yard Landscaping:	Min. 50%	55%	none
Lot Size:	Min. 360 m ²	390.5 m ² per lot	none
Lot Dimensions (m):	Width: Min. 9.0 m Depth: Min. 40.0 m	Width: 9.15 m per lot Depth: 42.71 m per lot	none
Setback – Front Yard:	Min. 6.0 m	6.3 m	none
Setback – Front Yard – Accessory Buildings:	Min. 15.0 m	31.1 m	none
Setback – Interior Side Yard:	Min. 1.2 m	1.2 m	none
Setback – Exterior Side Yard:	Min. 3.0 m	N/A	none
Setback – Rear Yard – Principal Building:	Min. 10.0 m	14.8 m	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setback – Rear Yard – Principal Garage/Carport:	Within 1.2 m and 12.5 m	Within 5.5 m and 11.6 m	none
Height (m) – Principal Building:	Max. 2 ½ storeys or 9.0 m, whichever is less	8.05 m	none
Height (m) – Accessory Structures:	Max. 9.0 m	4.41 m	none
On-site Vehicle Parking Spaces:	2 spaces per dwelling unit	2 spaces per dwelling unit (8 spaces total)	none
Tandem Parking Spaces:	1 tandem parking space per dwelling	1 tandem parking space per dwelling	none

Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.



Policy 5434 Section 36-4-6

Adopted Date: 02/19/1990

Amended Date: 11/18/1991
10/16/2006

Subject: Rezoning of 10431 No 5 Road Richmond BC

Respected Home Owner

I am the owner of 10431 No 5 Road Richmond BC. I am writing this letter to get you informed about the development of the above property as we applied to City of Richmond to Rezone & Subdivide the lot from Single Detached (RS1/E) to make 2 Compact Duplex lots with vehicle access from an existing lane.

This letter is just an information to you as a Neighbour If you have any questions and concerns you can Contact my self or City of Richmond Planner

Natalie Cho

Planning Technician
Development Applications
City of Richmond
Tel: 604-276-4193
Email: NCho@richmond.ca
www.richmond.ca

Thanks & Regards

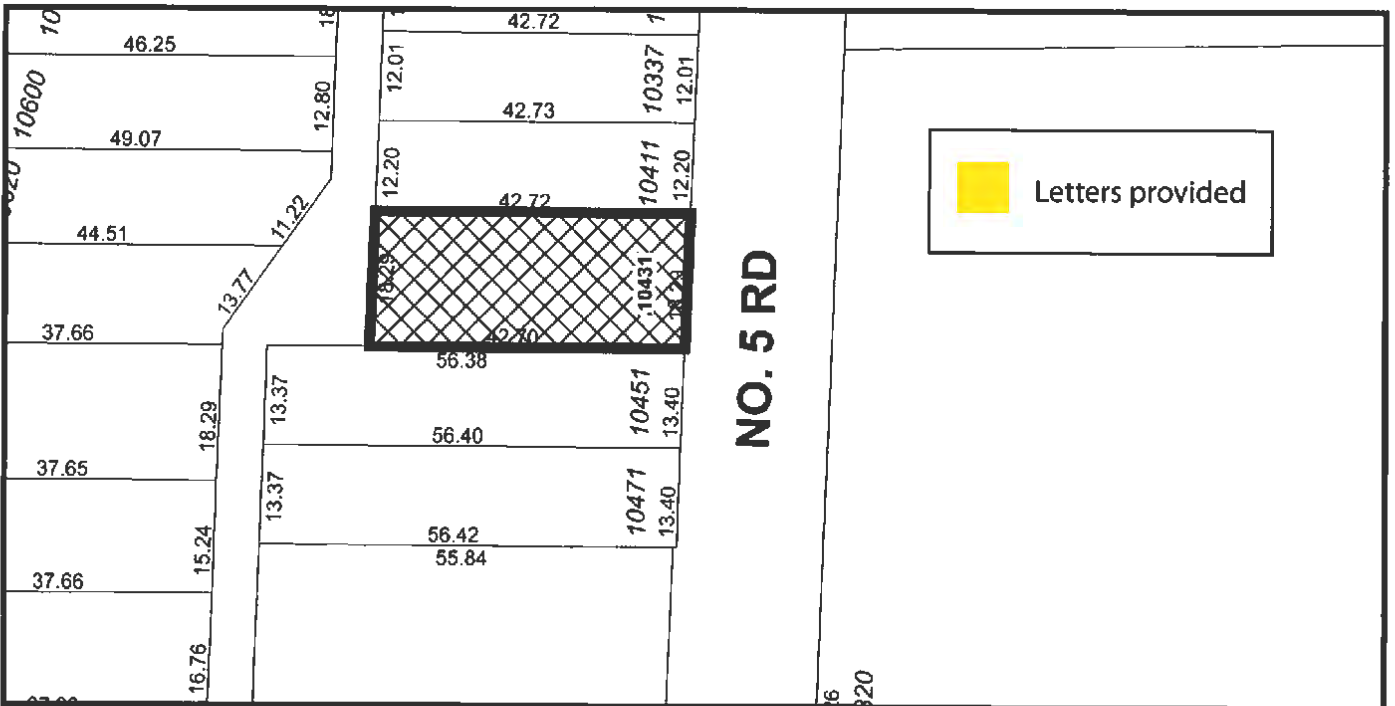
Syed Sajid Hassan

(Cell) 7788856434

1058085 BC LTD



City of Richmond



RZ 18-829789

Original Date: 09/19/18

Revision Date: 06/30/20

Note: Dimensions are in METRES

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF

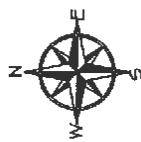
PARCEL "A" (RD34577E) LOT 356 SECTION 36 BLOCK 4 NORTH RANGE 6 WEST

NEW WESTMINSTER DISTRICT PLAN 44778

#10431 NO. 5 ROAD,
RICHMOND, B.C.
P.I.D. 000-451-649

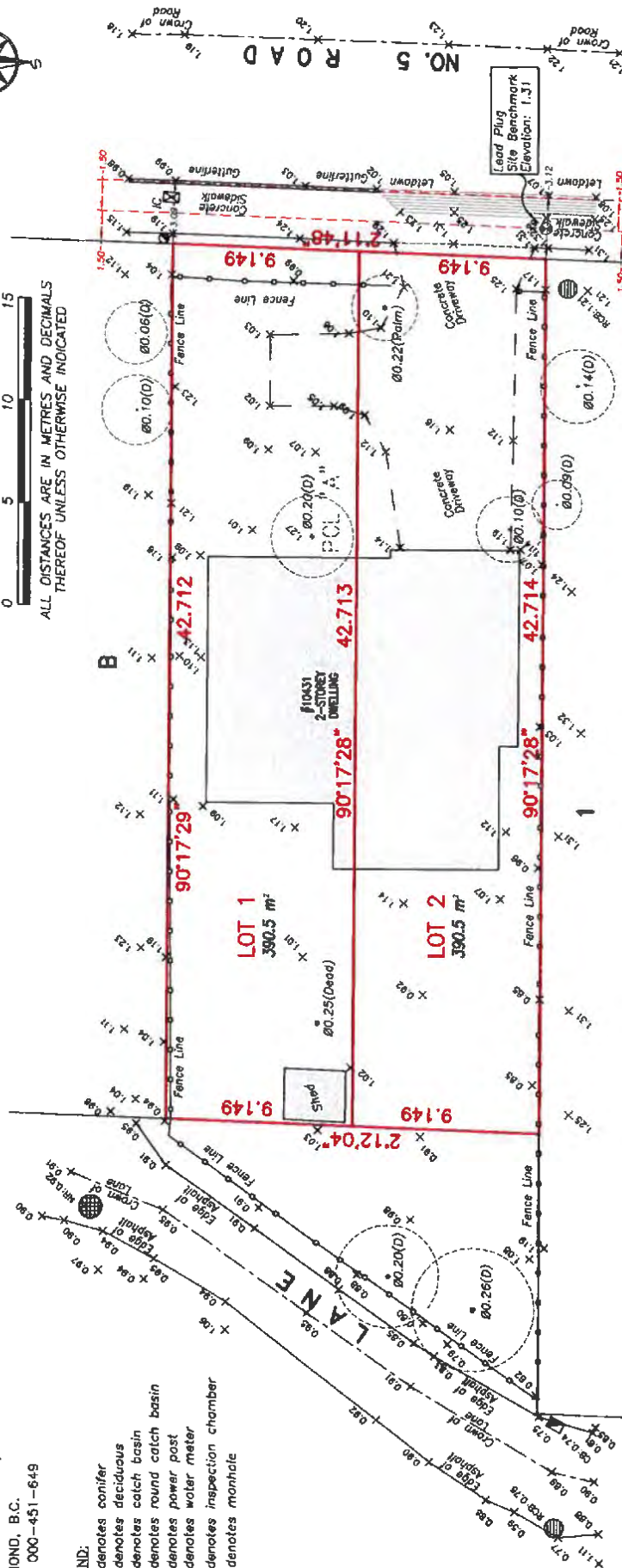
LEGEND:

- (C) denotes conifer
- (D) denotes deciduous
- denotes catch basin
- denotes round catch basin
- denotes power post
- ⊗ denotes water meter
- ⊙ denotes inspection chamber
- denotes manhole



SCALE: 1:200

0 5 10 15
ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED



© copyright

J. C. Tam and Associates

Canada and B.C. Land Surveyor

115 - 8833 Olin Crescent

Richmond, B.C. V6X 3Z7

Telephone: 214-8928

Fax: 214-8929

Email: officemate.com

Website: www.jct am.com

Job No. 7229

FB-356 P92-94

Drawn By: CY/WK

DEG No. 7229-TOPO-03

NOTE:
Elevations shown are based on
City of Richmond HP
Benchmark network.

Benchmark: HP #190
Control Monument 94H1624
Elevation: 2.353m
Benchmark: HP #191
Control Monument 02H2403
Elevation: 1.664m

NOTE:
Use site Benchmark Lead Plug for
construction elevation control.

NOTE:
This property is encumbered by Statutory
Right of Way K124942.

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO
FIELD SURVEY.

JOHNSON C. TAM, B.C.L.S., C.L.S.

NOVEMBER 25th, 2019.

SUBDIVISION AND REZONING FOR PROPOSED COMPACT TWO UNIT DWELLING (RCD) AT 10431 NO. 5 ROAD, RICHMOND, BC

DEVELOPMENT DATA

(A) CMC ADDRESS: 10431 NO. 5 ROAD, RICHMOND, BC
 (B) LEGAL DESCRIPTION: "A" LOT 356 SECTION 36 BLOCK 4 NORTH RANGE 6 WEST, MPO 44778
 (C) LOT AREA: 390.5 SM (4,203 SF) FOR EACH LOT AFTER SUBDIVISION. ORIGINAL LOT SIZE 781 SM
 (D) ZONING USE: CURRENT, RS1/F, PROPOSED: RCD

CURRENT ZONING (UNDER RS1/F ZONING) PROPOSED REZONING (RCD)

(E) FLOOR AREA RATIO: 0.35 TO 451.5 SM
 0.3 TO REST OF SITE AREA
 0.60 PER LOT (WITH AFFORDABLE HOUSING CONTRIBUTION)
 TOTAL GROSS FLOOR AREA: 234.25M (2521 SQ. FT.) PER LOT
 TOTAL GFA 468.5SM (5041 SQ. FT.) FOR 2 LOTS
 FOR EACH LOT
 COVERED PORCH: 10% = 23.4 SM (252 SF)
 GARAGE: 25 SM PER UNIT (269 SF)
 18.4 SM (200 SQ. FT.) GARAGE PER UNIT

(F) NUMBER OF UNITS: 1 PER LOT
 (G) BUILDING COVERAGE: MAX - 45%
 2 PER LOT
 SITE COVER - MAX 50% (2101 SF)
 PORCHES AREA-MIN 30%
 LIVE PLANT-MIN 20%
 LIVE PLANT AT FRONTYARD - MIN 50%

(H) BUILDING HEIGHT: MAX HEIGHT - 8M
 (I) SETBACKS: MAX GARAGE HEIGHT - 6M
 FRONT YARD - 6M
 SIDE YARD - 1.2M
 REAR YARD - 6M

(J) PARKING: 2 PER DWELLING UNIT
 2 PER LOT
 GARAGE BETWEEN 1.2 TO 12.5M
 FROM REAR YARD
 GARAGE SIDE YARD - 1.2M
 2 PER DWELLING UNITS
 VISITOR - NO REQUIREMENT

(K) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

(L) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

(M) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

(N) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

(O) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

(P) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

(Q) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

(R) NEIGHBOUR HOUSE
 2 REGULAR PARKING IN TANGIBLE ARRANGEMENT PER UNIT

ERIC LAW ARCHITECT
 10431 NO. 5 ROAD, RICHMOND, BC
 V6V 1K1
 TEL: 604-271-1111
 FAX: 604-271-1112
 WWW.ERICLAWARCHITECT.COM

1. PREPARED BY: ERIC LAW ARCHITECT
 2. DATE: 12.30.2019
 3. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

4. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC
 5. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

6. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC
 7. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

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 15. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

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 17. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

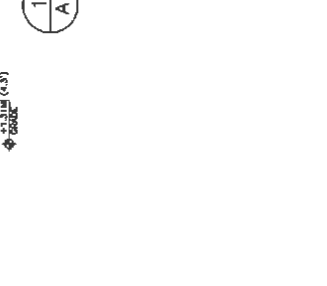
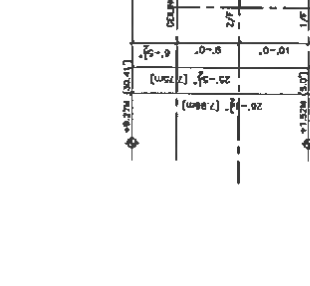
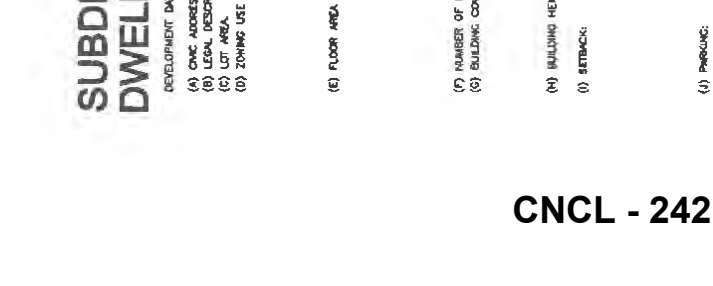
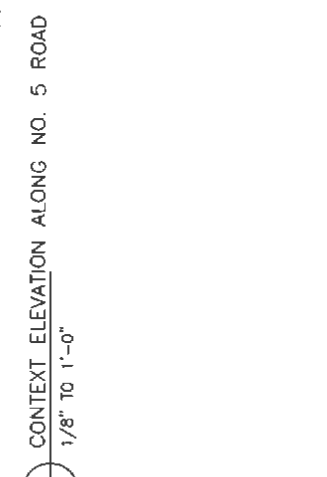
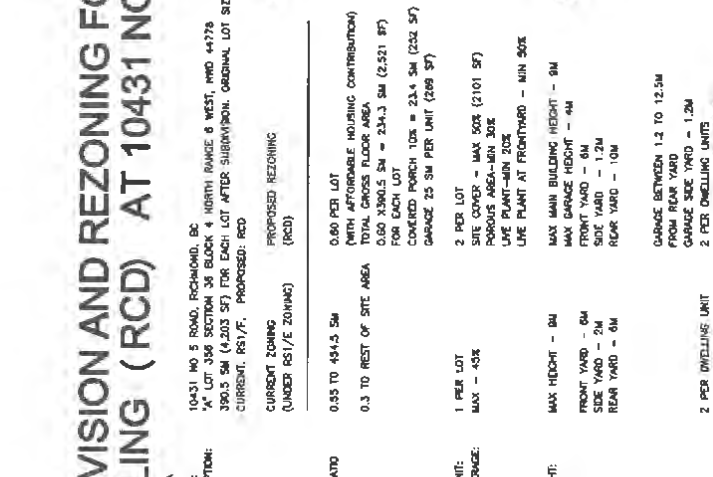
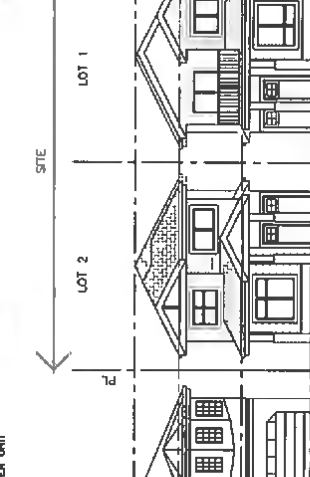
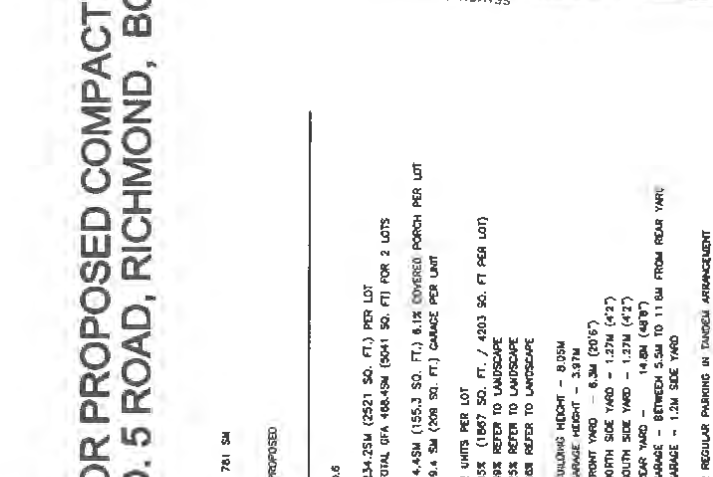
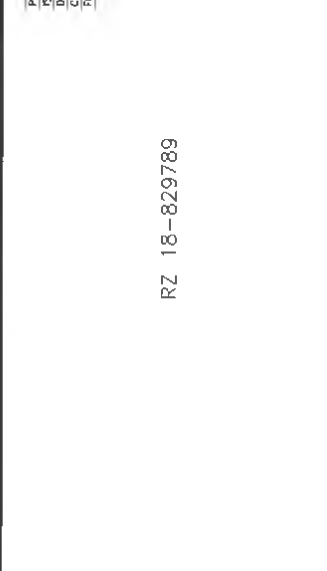
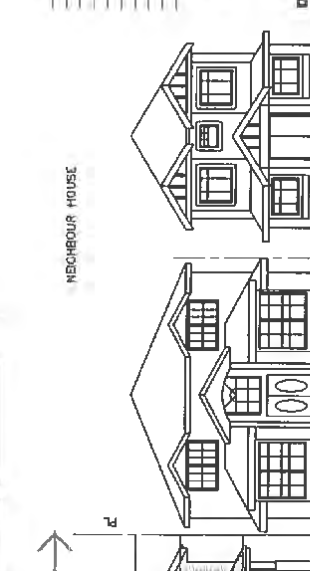
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 21. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

22. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC
 23. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

24. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC
 25. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC

26. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC
 27. PROJECT NO.: 10431 NO. 5 ROAD, RICHMOND, BC



ERIC LAW ARCHITECT

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 Suite 100
 Richmond, BC V6V 1K1
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 Fax: (604) 270-1001
 Email: info@ericlaw.ca
 Website: www.ericlaw.ca

PROJECT	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
CLIENT	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DATE	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DESIGNER	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
CHECKED BY	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
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CHECKED BY	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DATE	10101 12th Ave. S.W. - 10101 12th Ave. S.W.

PROPOSED

COMPACT DUPLEX

10451 NO. 5 RD

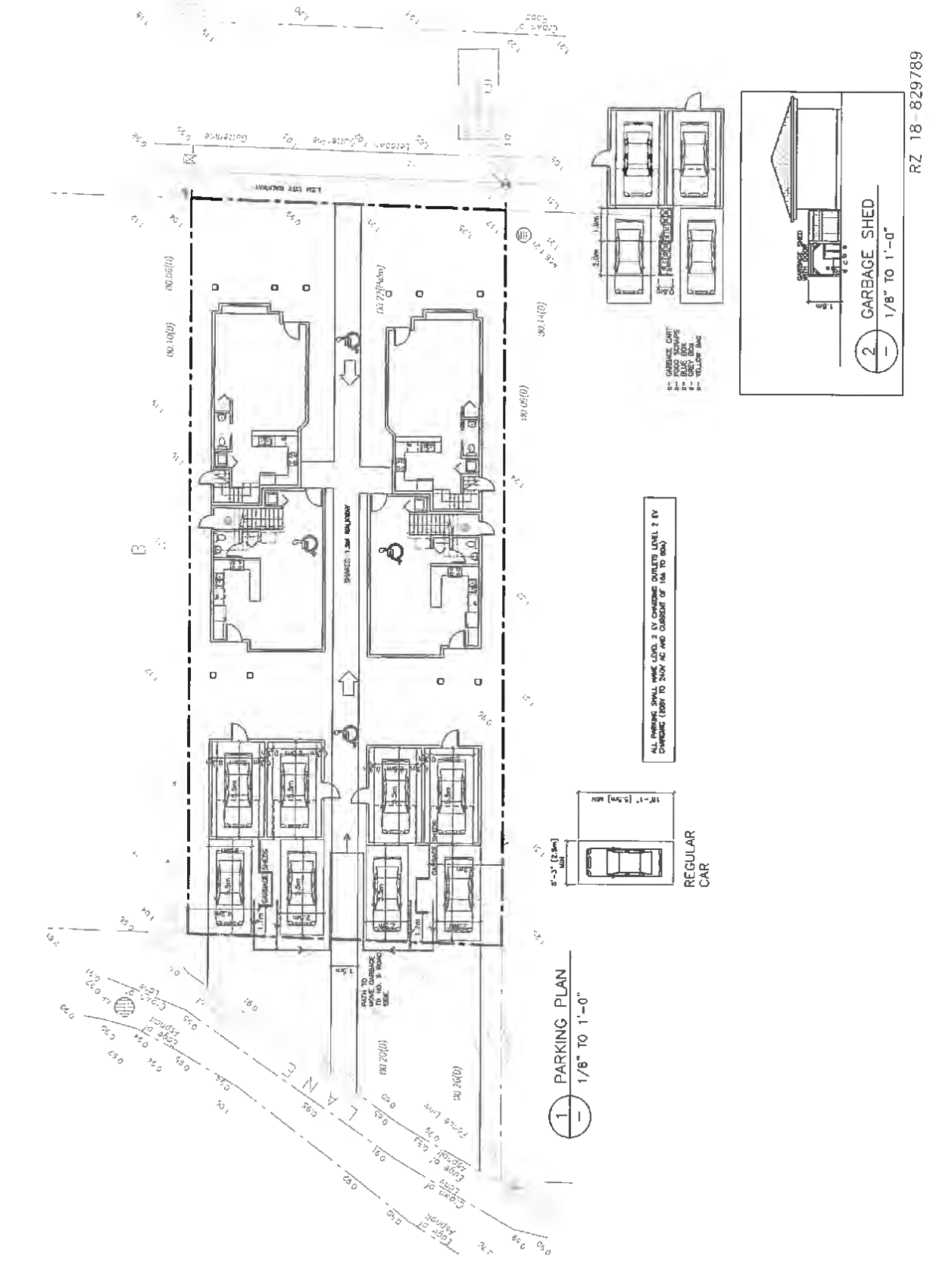
RICHMOND BC

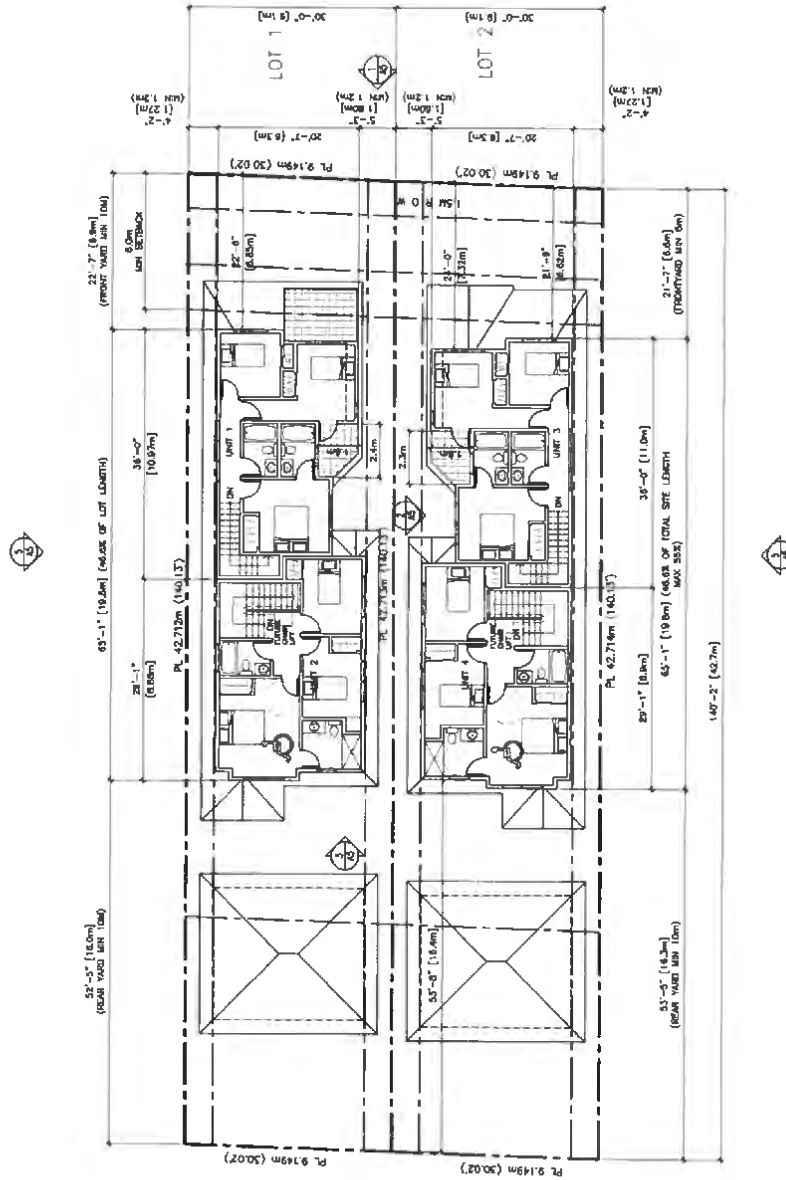
PARKING PLAN

PROJECT NUMBER	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DATE	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DESIGNER	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
CHECKED BY	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DATE	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
PROJECT	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
CLIENT	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DATE	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DESIGNER	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
CHECKED BY	10101 12th Ave. S.W. - 10101 12th Ave. S.W.
DATE	10101 12th Ave. S.W. - 10101 12th Ave. S.W.

A2A

REVISION

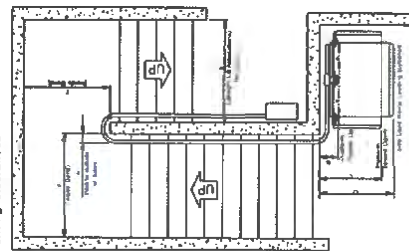




[illegible]

FUTURE CHAIRLIFT

Required Turning Clearances

[illegible]

Turning Clearance Chan

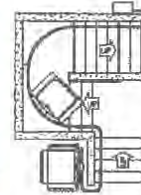
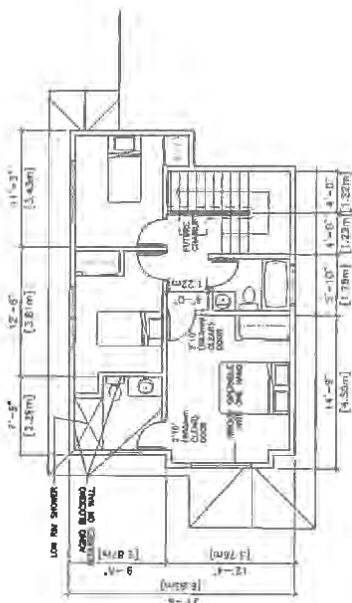
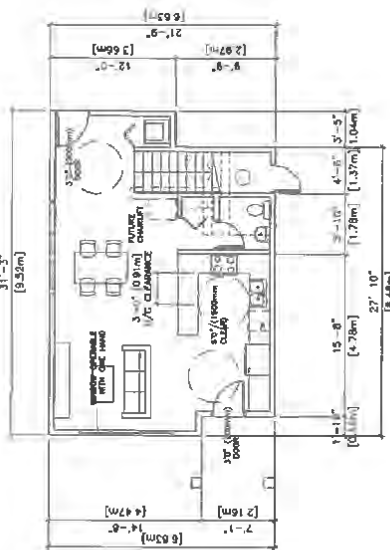


TABLE 1. *Estimated and observed values of the parameters of the generalized logistic model for the 1990-1991 season*

 $2/F$ 

1/E

1 CONVERTIBLE UNIT PLAN

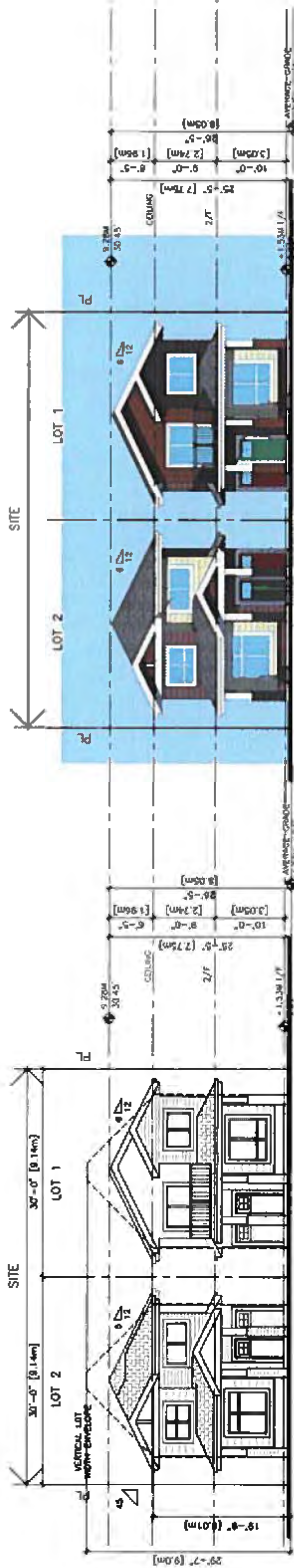
(A4) $3/16"$ TO $1'-0"$

ALL THE UNITS IN THIS PROJECT SHALL INCORPORATE THE FOLLOWING FEATURES IN THE UNITS

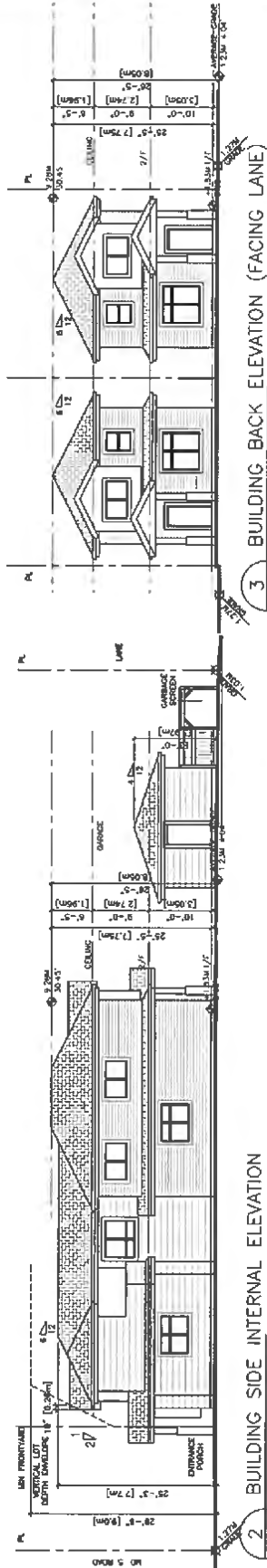
- (1) AGING IN PLACE FEATURES SHALL BE PROVIDED TO ALL UNITS:
(a) STAIRWELL HANDRAILS
(b) LEVER TYPE HANDLES FOR PLUMBING FIXTURE AND DOOR HANDLES
(c) SOLID BLOCKING IN WASHROOM WALLS TO FACILITATE FUTURE CRAB BAR INSTALLATION BESIDE TOILETS, BATHTUBS AND SHOWERS
(d) DUPLEX SHALL MEET CITY'S STEP CODE REQUIREMENTS

DUPLEX SHALL MEET CITY'S STEP CODE REQUIREMENTS

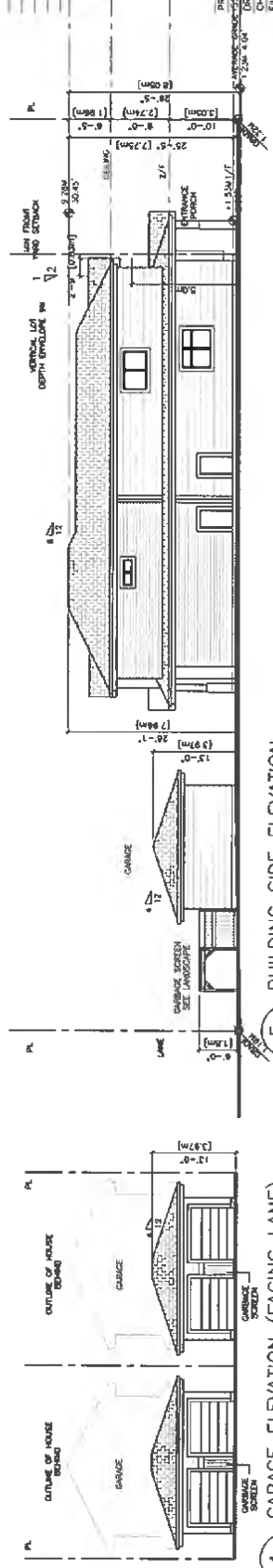
R7 18-829789



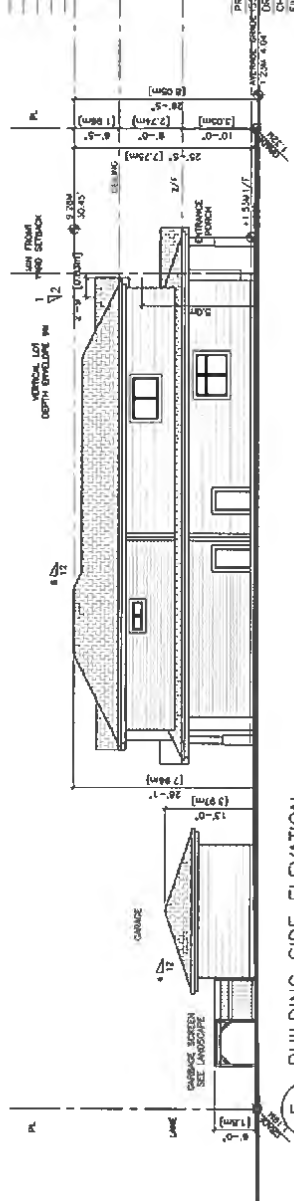
1 BUILDING FRONT ELEVATION (NO. 5 RD)
A5 1/8" TO 1'-0"



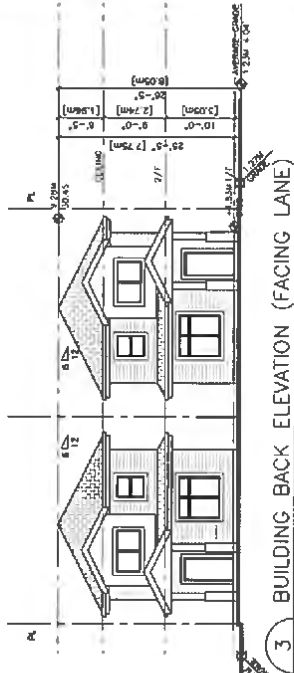
2 BUILDING SIDE INTERNAL ELEVATION
A5 1/8" TO 1'-0"



4 GARAGE ELEVATION (FACING LANE)
A5 1/8" TO 1'-0"



5 BUILDING SIDE ELEVATION
A5 1/8" TO 1'-0"

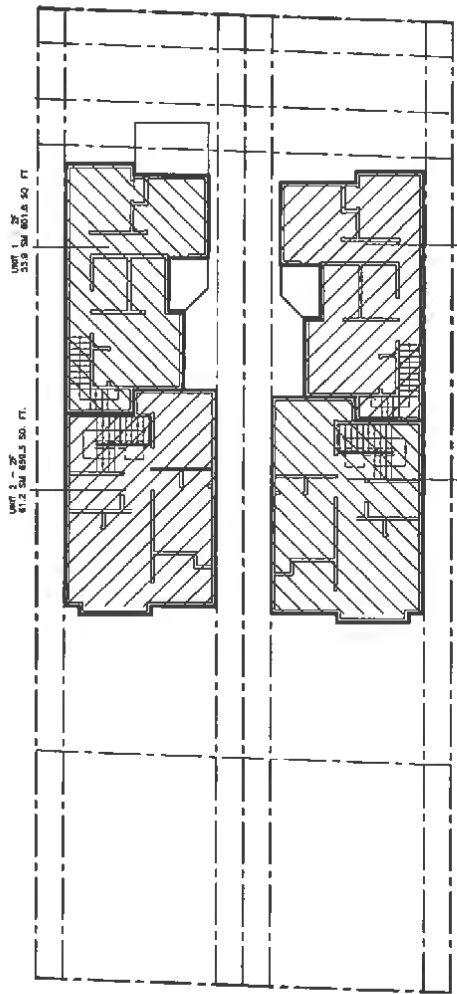


3 BUILDING BACK ELEVATION (FACING LANE)
A5 1/8" TO 1'-0"

A5

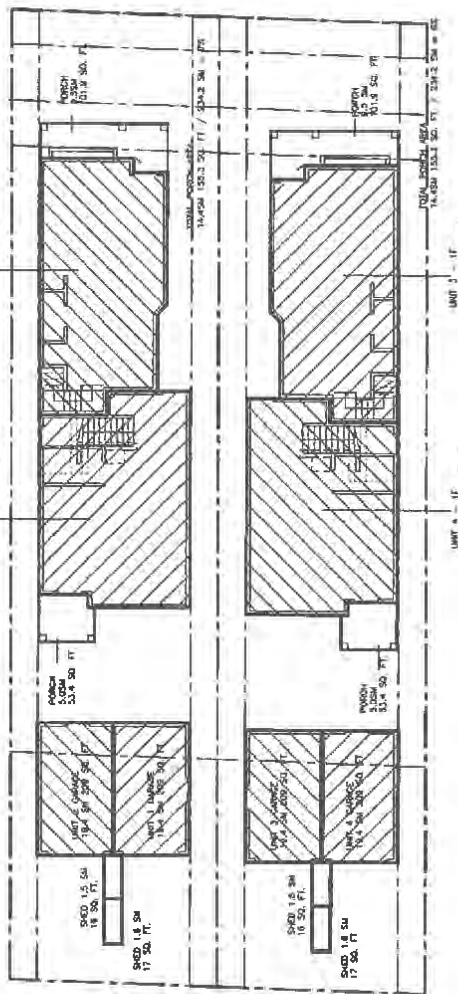
RZ 18-829789

REZONE



1 FLOOR AREA DIAGRAM 2/F
 1/8" TO 1"=0"

UNIT 1- TOTAL AREA	114.1 SQ. 1228 SQ. FT.
UNIT 2- TOTAL AREA	122.4 SQ. 1293 SQ. FT.
UNIT 3- TOTAL AREA	114.1 SQ. 1228 SQ. FT.
UNIT 4- TOTAL AREA	122.4 SQ. 1293 SQ. FT.
TOTAL AREA	473.0 SQ. 5043.5 SQ. FT.



2 FLOOR AREA DIAGRAM 1/F
 1/8" TO 1"=0"

A6

RZ 18-829789

REZONE

ERIC LAW

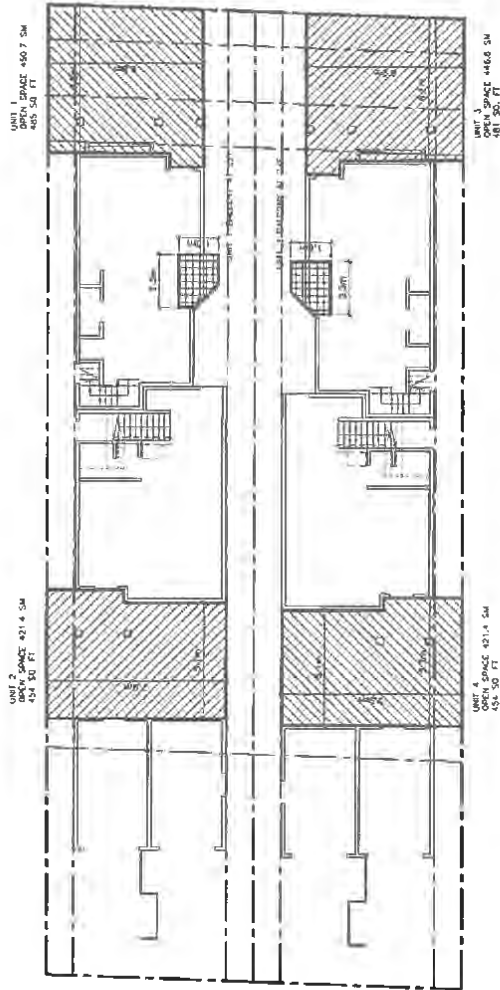
ARCHITECT

1000 10th Avenue, Suite 100
Vancouver, BC V6J 1A1
Tel: (604) 681-1111
Fax: (604) 681-1112
www.ericlawarchitect.com

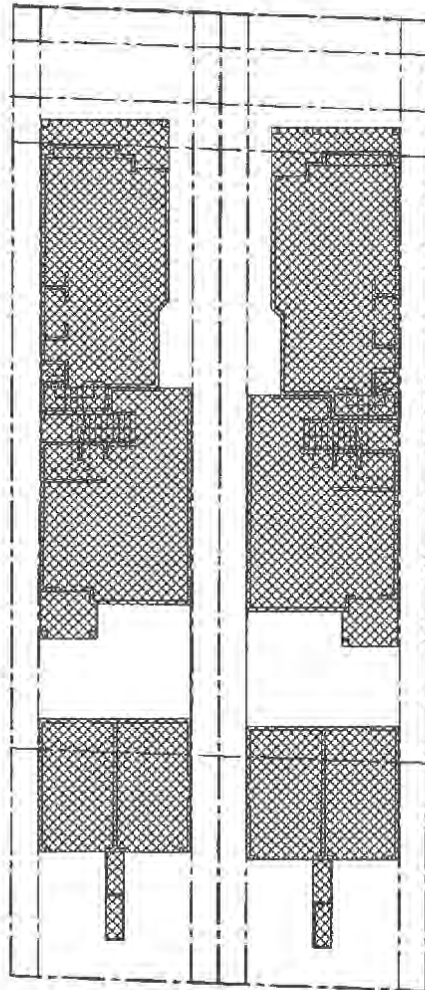
CONTRACT NO. 18-08-001
DATE: 12/20/2018
PROJECT: PROPOSED COMPACT DUPLEX
10431 NO. 6 RD
RICHMOND BC
AREA DIAGRAM

1. 1000 10th Avenue, Suite 100
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2. 1000 10th Avenue, Suite 100
Vancouver, BC V6J 1A1
Tel: (604) 681-1111
Fax: (604) 681-1112
www.ericlawarchitect.com



1 OPEN SPACE
A7 1/8" TO 1'-0"



2 SITE COVER DIAGRAM
A7 1/8" TO 1'-0" SITE COVERAGE 1887.50 FT FOR EACH LOT

PROPOSED
COMPACT DUPLEX
10431 NO. 6 RD
RICHMOND BC
AREA DIAGRAM

PROJECT NUMBER: 18-08
ISSUED: 12/20/2018
DRAWN BY: EL
CHECKED BY: EL
FILENAME: 18-08-001-181220-A7.DWG

A7

RETONE

RZ 18 829789

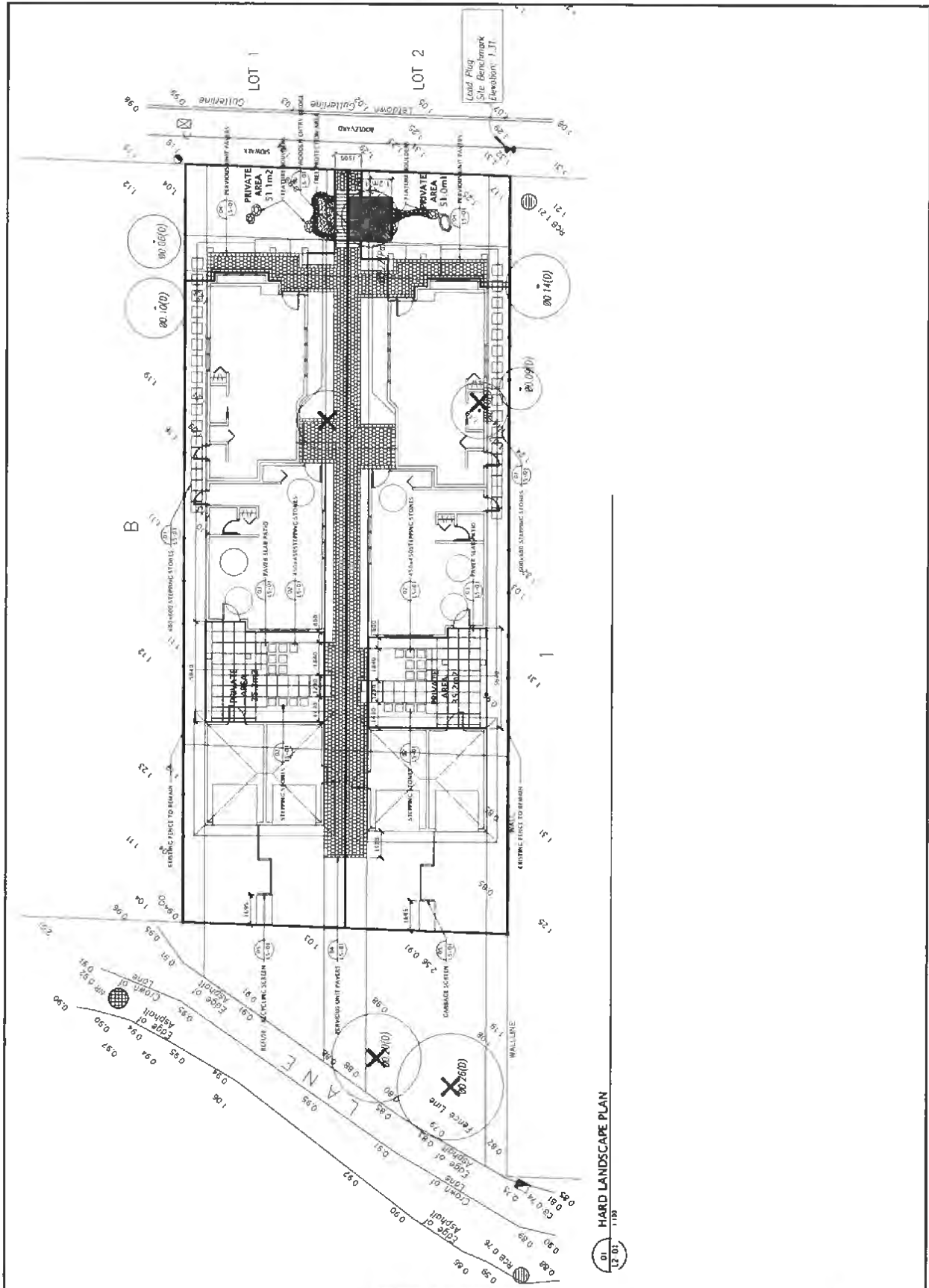
DATE	ISSUED FOR	REV
2018 07 15	REZONING	A
2018 11 11	BUILDING PERMIT	B
2018 12 24	BUILDING PERMIT	C

This drawing has been prepared solely for the use of the client and is not to be used for any other purpose. It is the responsibility of the client to ensure that the drawing is used in accordance with the terms of the agreement. The drawing shall not be used for construction purposes and the total appearing hereon is based on data provided by the client.

Consultants
 Architectural: The Law & Design
 Electrical: The Law & Design
 Mechanical: The Law & Design
 Structural: The Law & Design

DIV Donald V. S. Duncan
DESIGN CONSULTANT
LANDSCAPE ARCHITECT
 10439 & 10455 No. 5 Road
 Richmond BC
 Prepared for:
 1058085 BC LTD.
 6411 Blundell Road
 Richmond BC

C	Project Location	Edmonton
	Drawn By	Edmonton
	Checked By	Edmonton
	Project No.	18-0041
	Drawing No.	L2-01



DATE	ISSUED FOR	REV
2018-07-15	REZONING	A
2018-11-11	BUILDING PERMIT	B
2018-12-24	BUILDING PERMIT	C

This drawing has been prepared solely for the use of the client and is not to be used for any other purpose without the written consent of the author. The client acknowledges that the author is not responsible for any errors or omissions in this drawing and that the client is responsible for obtaining all necessary permits and approvals from the relevant authorities.

Consultants:
Architectural: Etn. Lee Architects
Structural: [blank]
Mechanical: [blank]
Electrical: [blank]

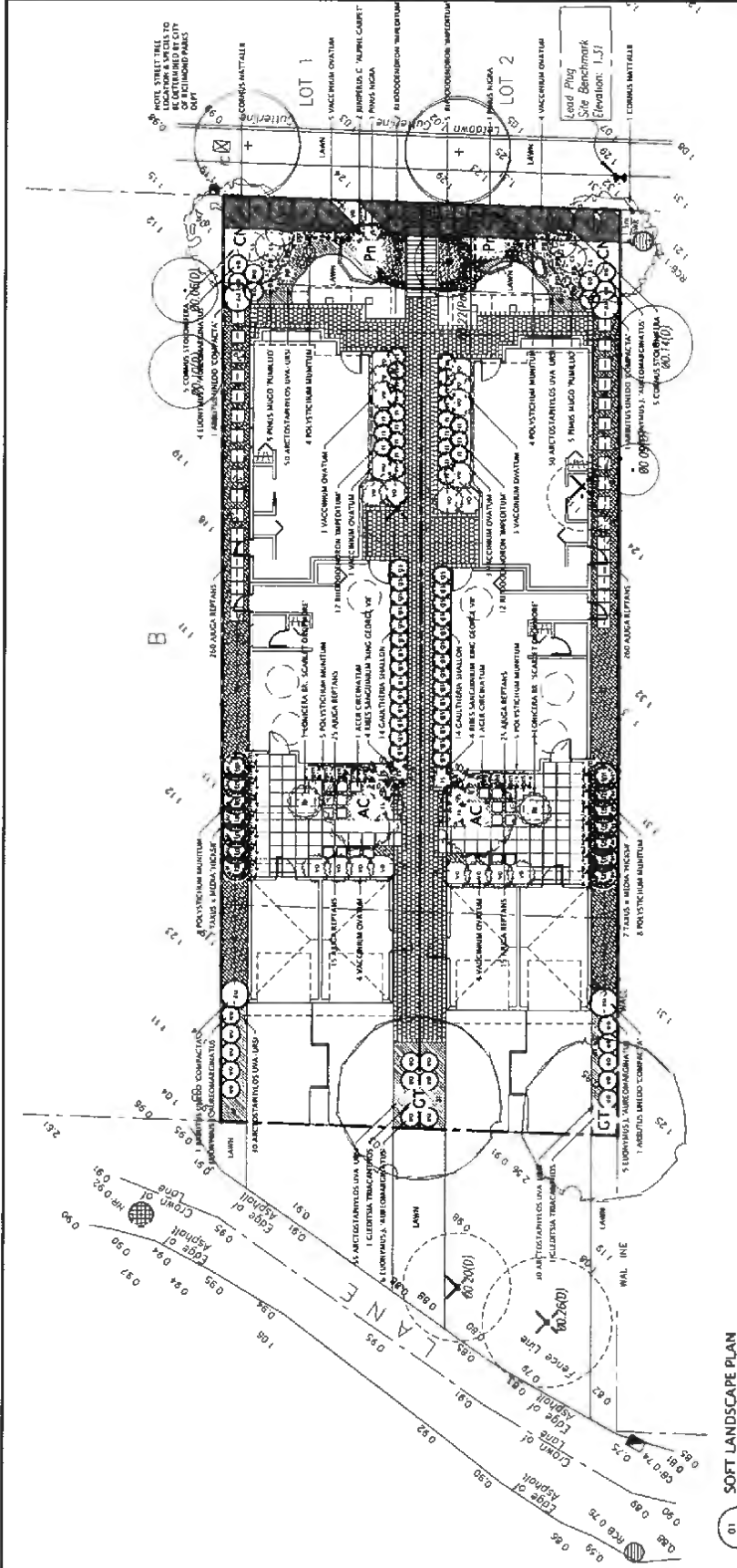


DIV Donald V. S. Duncan
Landscape Architect
10439 & 10455 No. 5 Road
Richmond BC
V6V 1A9
778-444-4499
dvs@dvslandscape.com

C Project Leader
D. Duncan
Owner: [blank]

RESIDENTIAL DEV.
10439 & 10455 No. 5 Road
Richmond BC
prepared for
1058085 BC LTD.
6411 Blundell Road
Richmond BC

SOFT LANDSCAPE PLAN
Drawing Title: [blank]
Drawing No.: 18-0041
Drawing Size: L4-01



DECIDUOUS TREES	CONIFEROUS TREES	CONIFEROUS SHRUBS	BROAD-LEAF EVERGREEN SHRUBS	DECIDUOUS SHRUBS	FERNS	GROUND COVER	VINES
AC G N C	PP TM JS	TM JS	AC G N C	CS FS	PM	GF AR	IB AR

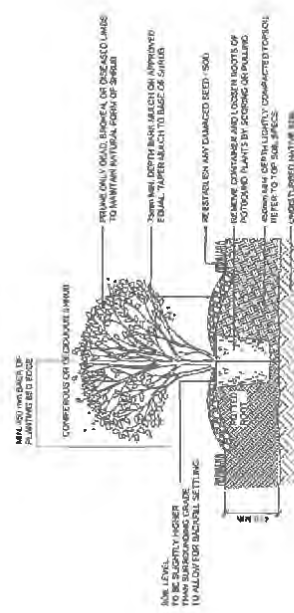
DATE	ISSUED FOR	REV
2018 07 15	REZONING	A
2018 11 11	BUILDING PERMIT	B
2018 12 24	BUILDING PERMIT	C

<p>This drawing has been prepared solely for the use of the Client and is not to be used for any other purpose without the written consent of the Designer. The Client agrees to indemnify and hold the Designer harmless from and against all claims, damages, costs and expenses, including reasonable attorneys' fees, which may be incurred by the Designer as a result of the use of this drawing for any purpose other than that intended by the Designer.</p> <p>This drawing shall not be used for construction purposes until the seal appearing hereon is signed and dated by the Landscape Architect.</p>	<p>Client: Donald V. S. Duncan Development Consultant / LIA Landscape Architect 10439 6 10435 No. 5 Road Richmond BC V6V 1K4 604-273-8495 info@dvslandscape.com</p>
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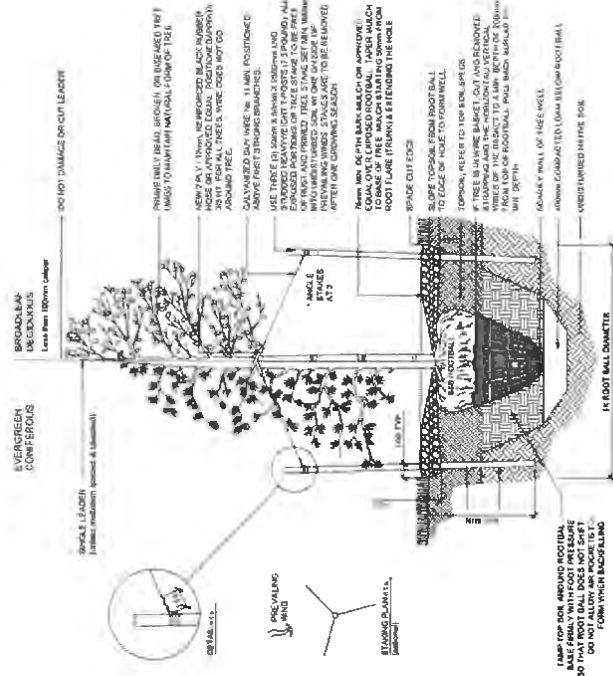
<p>Project: Residential Dev. 10439 6 10435 No. 5 Road Richmond BC Prepared for: 1058085 BC LTD. 6411 Blundell Road Richmond BC</p>	<p>Drawing Title: LANDSCAPE DETAILS</p>
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<p>Client Scale may be shown reduced 0 1 2 3 4 5 6 7 8 9 10m</p>	<p>Project No: 18 0041</p>
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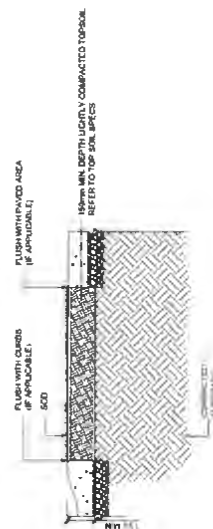
<p>Sheet No: LS 02</p>



01 SHRUB INSTALLATION DETAIL
LS-02 1/20



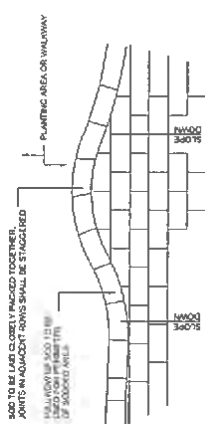
02 TREE INSTALLATION DETAIL
LS-02 1/20



SECTION THROUGH EOD

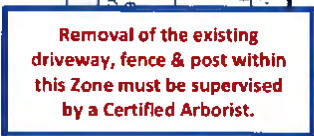


CROSS-SECTION OF 30 TO 50 SLOPE



PLAN VIEW OF SOD LAYOUT AND EDGING

03 TURF INSTALLATION DETAIL
LS-02 1/20





Address: 10431 No. 5 Road

File No.: RZ 18-829789

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10195, the developer is required to complete the following:

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. City acceptance of the developer's offer to voluntarily contribute \$1,950 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
4. Registration of a flood indemnity covenant on title.
5. Payment of deferred taxes and the submission of a title search demonstrating that the Land Tax Deferment Act Agreement (BB780596) has been discharged from title. Note: this is required prior to the preparation of any legal documents associated with this rezoning application.
6. Registration of a legal agreement on title to ensure that landscaping planted along within the ALR buffer area along the east portion of the property (4.0 m wide, as measured from the east property line) is maintained and will not be abandoned or removed. The legal agreement is to identify the ALR buffer area and to indicate that the subject property is located across from active agricultural operations and is subject to impacts of noise, dust, and odour.
7. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$42,857.00) to the City's affordable housing fund.
8. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer must complete the following requirements:

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and a cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
 - include a mix of coniferous and deciduous trees;
 - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
 - include the 8 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
8	6 cm		3.5 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$750/tree to the City's Tree Compensation Fund for off-site planting is required.

Prior to a Development Permit* being forwarded to Council for consideration, the developer must complete the following requirements:

1. Submission of a Landscape Security based on the cost estimate provided by the Landscape Architect, including the \$6,000 security (\$750/tree) to ensure that a total of 4 replacement trees are planted and maintained on each proposed lot (for a total of 8 trees), plus a 10% contingency.

At Demolition stage, the applicant(s) must complete the following requirements:

- Install tree protection fencing around all tree tag# 3 which is to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03 and must remain in place until construction and landscaping on-site is completed.

At Subdivision* stage, the developer must complete the following requirements:

- Provide a cash-in-lieu contribution in the amount of \$16,653 for future lane construction to fulfill ultimate standards.
- Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
- Enter into a Servicing Agreement for the design and construction of frontage improvements along No. 5 Road, to include (but is not limited to): a 1.5 m wide treed/grass boulevard behind the existing curb/gutter, and a 1.5 m wide concrete sidewalk at the property line. This may trigger the need for a 0.1 m wide right-of-way for public-right-of-passage over the sidewalk along the development frontage (to be determined at the Servicing Agreement design review stage).
- Pay servicing costs associated with the following water, storm, and sanitary works:

Water Works:

- Using the OCP Model, there is 646 L/s of water available at a 20 psi residual at the No. 5 Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
- At Developer's cost, the City is to:
 - Install 4 new 25mm water service connections to serve the four new homes at the proposed development, complete with meters and meter boxes. Meter boxes to be located within the new 1.5m wide utility right-of-way, see General Items.
 - Cut and cap, at main, the existing water service connection serving the development site.

Storm Sewer Works

- At Developer's cost, the City is to:
 - Complete a video inspection of the two existing storm sewer connections to confirm whether they are in adequate condition to service the development. If not adequate, the connections shall be replaced by the City at the developer's cost.

Sanitary Sewer Works

- At Developer's cost, the City is to:
 - Install a new sanitary service lateral complete with inspection chamber and a dual service connection at the adjoining property line of the newly subdivided lots.
 - Cut, cap, and remove the existing sanitary connection.

Frontage Improvements

- The Developer is required to:

- Coordinate with BC Hydro, Telus and other private communication service providers:
 - When relocating/modifying any of the existing power poles, guy wires and above ground structures within the property frontages.
 - To determine if additional above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located on site.
- Pay, in keeping with the Subdivision and Development Bylaw No. 8751, a \$16,653 cash-in-lieu contribution for the design and construction of frontage upgrades as set out below:

▪ Asphalt/Pavement (EP.0636)	\$5,307
▪ Drainage (EP.0637)	\$5,307
▪ Concrete Curb and Gutter (EP.0638)	\$3,660
▪ Lighting (EP.0639)	\$2,379

General Items

- The Developer is required to:
 - Provide 1.5m wide utility rights-of-way across the entire No. 5 Road frontage to accommodate storm IC's and water meter boxes. No permanent structures such as fences, and storage sheds with concrete foundations, are allowed to be built on or across the utility rights-of-way
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Prior to Building Permit Issuance, the developer must complete the following requirements:

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

- * This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed _____

Date _____



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10195 (RZ 18-829789)
10431 No. 5 Road**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"ARTERIAL ROAD COMPACT TWO-UNIT DWELLINGS (RCD)"**.

P.I.D. 000-451-649

Parcel "A" (RD34577E) Lot 356 Section 36 Block 4 North Range 6 West New Westminster
District Plan 44778

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10195"**.

FIRST READING


A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10197
(Arterial Road Land Use Policy/Arterial Road Compact Lot Duplex
[RCD])**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 5.15 [Affordable Housing] by inserting the following into the end of the table contained in Section 5.15.1.c regarding Affordable Housing density bonusing provisions:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
RCD	\$8.50

2. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 8 (Residential Zones), in numerical order:

8.18 Arterial Road Compact Two-Unit Dwellings (RCD)

8.18.1 Purpose

The **zone** provides for two **dwelling units** on a compact lot fronting an **arterial road** and with **lane access**, plus other compatible uses.

8.18.2 Permitted Uses

- **housing, two-unit**

8.18.3 Secondary Uses

- **boarding and lodging**
- **community care facility, minor**
- **home business**

8.18.4 Permitted Density

1. The maximum **density** is one **two-unit housing** unit per lot.
2. The maximum **floor area ratio** is 0.4 applied to a maximum of 464.5 m² of the **lot area**, together with 0.30 applied to the balance of the **lot area** in excess of 464.5 m².
3. Notwithstanding Section 8.16.4.2, the reference to "0.4" is increased to a higher **density** of "0.6" if the **owner**, at the time **Council** adopts a zoning amendment bylaw to include the **owner's lot** in the **RCD zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.

4. Notwithstanding Sections 4.2.2 and 4.3, for the purposes of this **zone** only, the following items are not included in the calculation of maximum **floor area ratio**:
 - a) up to 10% of the **floor area** total calculated for the **lot** in question, provided the **floor area** is used exclusively for covered areas of the **principal building** and the covered areas are:
 - i) always open on two or more sides;
 - ii) never enclosed; and
 - iii) not located more than 0.6 m above the lowest horizontal floor.
 - b) up to 25 m² per **dwelling unit** of **enclosed parking** within a **garage** located on-site, or **parking spaces** within an unenclosed **carport** located on-site, provided that such **enclosed parking** or **parking spaces** are not used for **habitable space**;
 - c) one **accessory building** which is less than 10.0 m²; and
 - d) up to a maximum of 2.35 m² per **dwelling unit** for **floor area** occupied by those components of a **green building system** constructed or installed within the **principal building**.
5. Any portion of **floor area** in a **principal building** with a **ceiling height** which exceeds 5.0 m shall be considered to comprise two floors and shall be measured as such for the purposes of calculating **density**, except that a maximum of 10 m² of **floor area**, per **two-unit housing unit**, with a **ceiling height** which exceeds 5.0 m, provided such **floor area** is exclusively for interior entry and staircase purposes, are considered to comprise one floor.

8.18.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 50% for **buildings**.
2. No more than 70% of a **lot** may be occupied by **buildings, structures** and **non-porous surfaces**.
3. 20% of the **lot area** is restricted to **landscaping** with live plant material.

8.18.6 Yards & Setbacks

1. The minimum **front yard** is 6.0 m, except that **accessory buildings, carports, garages** and **parking spaces** must be **setback** a minimum of 15.0 m.
2. The minimum **interior side yard** is 1.2 m.
3. The minimum **exterior side yard** is 3.0 m.
4. The minimum **rear yard** is 10.0 m for the **principal building**, except for a **corner lot** where the **exterior side yard** is 6.0 m, in which case the **rear yard** is reduced to 1.2 m.
5. Detached **accessory buildings** including **garages** or **carports** may be located in the **rear yard** but must be located:
 - a) within 1.2 m and 12.5 m of the **rear lot line**;

- b) no closer than 3.0 m to the exterior **side lot line**; and
 - c) no closer than 1.2 m to the interior **side lot line**.
6. Detached **accessory buildings** up to a maximum size of 10.0 m² may be located within the **interior side yard** and **rear yard** but no closer than 6.0 m of an **arterial road** and 3.0 m of a **local road**.
7. Notwithstanding Section 4.8, for the purpose of this **zone** only, the following projections shall be permitted, subject to the *Building Code*:
- a) fireplaces and chimneys, whether enclosed or unenclosed, which form part of the **principal building** may project for a distance of:
 - i) 1.0 m into the **front yard**;
 - ii) 0.6 m into the **side yard**, limited to one exterior wall of the **principal building**, for the purposes of a chimney or fireplace assembly only, and shall not exceed 1.8 m in horizontal length. No masonry footing is permitted for the chimney or fireplace assembly; and
 - iii) 0.6 m into the **rear yard**.
 - b) **porches** which form part of the **principal building**, that are less than 5.0 m in **height** and open on those sides which face a **public road** may project for a distance of:
 - i) 1.5 m into the **front yard**;
 - ii) 0.6 m into the **exterior side yard**; and
 - iii) 1.5 m into the **exterior side yard** where the **exterior side yard** is 6.0 m.
 - c) **balconies** and **bay windows** which form part of the **principal building**, may project into any yard no more than 0.6 m.
 - d) **building elements** in the **principal building** that promote sustainability objectives such as solar panels, solar hot water heating systems and rainwater collection systems may project into the **side yard** and **rear yard** no more than 0.6 m.
 - e) other portions of the **principal building** which are less than 2.0 m in **height** may be located within the **rear yard** but no closer than:
 - i) 3.0 m of a **public road**;
 - ii) 6.0 m of an **arterial road**; and
 - iii) 1.2 m of the **rear lot line** or **side lot line**.
8. The minimum **building separation space** between the **principal building** and the **accessory building** is 3.0 m.

8.18.7 Permitted Heights

1. The maximum **height** for **principal buildings** is 2 ½ storeys or 9.0 m, whichever is less, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.

2. Notwithstanding Section 3.4, for the purpose of this **zone** only, **the residential vertical lot depth envelope** shall be a vertical envelope located at the minimum **front yard setback** requirement for the **lot** in question, calculated from the **finished site grade**, and formed by the plane rising vertically 5.0 m to a point and then extending upward and away from the required **yard setback** at a rate of two units of vertical rise for each single unit of horizontal run to the point at which the plane intersects to the maximum **building height**.
3. The ridge line of a front roof dormer may project horizontally up to 0.91 m beyond the **residential vertical lot depth envelope** but no further than the **setback** required for the **front yard**.
4. The ridge line of a side roof dormer may project horizontally up to 0.91 m beyond the **residential vertical lot width envelope** but no further than the **setback** required for the **interior side yard** or the **exterior side yard**.
5. The maximum **height** for **accessory structures** is 9.0 m.

8.18.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot** dimensions and areas are as follows, except that the minimum **lot width** for **corner lots** is an additional 2.0 m:

Minimum frontage	Minimum lot width	Minimum lot depth	Minimum lot area
9.0 m	9.0 m	40.0 m	360.0 m ²

8.18.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

8.18.10 On-Site Parking

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0, except that the maximum driveway width shall be 6.0 m.
2. For the purpose of this **zone** only, a “driveway” is defined as any **non-porous surface** of the **lot** that is used to provide space for **vehicle** parking or **vehicle** access to or from a public **road** or **lane**.
3. Notwithstanding Section 7.5.6, for the purpose of this **zone** only, where residents of a single **dwelling unit** intend to use two **parking spaces**, the spaces may be provided in a **tandem arrangement**, with one standard **parking space** located behind the other.
4. Notwithstanding Section 7.5.11, for the purpose of this **zone** only, a standard space must have a minimum length of 5.5 m and a minimum width of 2.5 m and a small space must have a minimum length of 4.6 m and a minimum width of 2.3 m.

8.18.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply.
3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10197"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by <i>JA</i>
APPROVED by Director or Solicitor <i>JA</i>

MAYOR_____
CORPORATE OFFICER



City of Richmond

Report to Committee

To: General Purposes Committee
From: Peter Russell MCIP RPP
Director, Sustainability and District Energy

Date: July 20, 2020
File: 10-6125-05-01/2020-
Vol 01

Re: Library Cultural Centre Mechanical Upgrade Project

Staff Recommendation

That the Conventional Equipment Replacement described as Option 1 on page 4 in the staff report titled "Library Cultural Centre Mechanical Upgrade Project", dated July 20, 2020, from the Director, Sustainability and District Energy, be approved.

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

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Arts, Culture and Heritage Services	<input checked="" type="checkbox"/>	
Library	<input checked="" type="checkbox"/>	
Facilities & Project Development	<input checked="" type="checkbox"/>	
REVIEWED BY SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

In June 2016, Council endorsed a target to reduce greenhouse gas (GHG) emissions from civic buildings by 65% from 2007 levels by 2020. Achieving this target requires the replacement of equipment in existing buildings and/or the full replacement of existing facilities using low carbon mechanical systems. Consistent with this objective, the Minoru Centre for Active Living was constructed with double the amount of space of the facilities it replaced with no increase in energy consumption. In this context, the Library Cultural Centre (LCC) was identified as a project with potential to reduce GHG emissions because equipment renewal is required. On this basis, Council approved \$1,870,000 in September 2018 to complete the LCC Equipment Renewal and Greenhouse Gas (GHG) Reduction Project. Project funding includes a \$750,000 grant from the Federation of Canadian Municipalities. The City subsequently received approval for a \$200,000 grant from CleanBC and \$40,000 from Fortis BC to be applied to the project bringing the total available funding to \$2,110,000.

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

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

The purpose of this report is to update Council on the status of the project and advise that the Equipment Renewal and GHG Reduction Project is not financially viable. The report provides an overview of emergent challenges staff faced in developing the project and outlines the recommended Conventional Mechanical Retrofit. Given the condition of the equipment, a decision must be rendered at this time so that work can commence as soon as possible.

Analysis

The LCC is an essential cultural hub for residents of Richmond, with community and school programs, and public events hosted at this facility throughout the year. The LCC includes the City's Main Library Branch, the Arts Centre and Media Lab, the Richmond Art Gallery, the Richmond Museum, the Performance Hall, and the City of Richmond Archives.

The current heating, ventilation and air conditioning system was installed in 1992 and has exceeded its service lifespan of 15 to 25 years. The building's equipment consists of three boilers for space heating and domestic hot water and 2 chillers for cooling. Of these, one boiler and one chiller are shut down and beyond repairable condition. New chillers will need to include CFC-free refrigerants since the R-22 refrigerant was phased out in January 1, 2020. The replacement of LCC's mechanical system will ensure the reliability and continuity of the facility's heating and cooling services.

Equipment Renewal and GHG Reduction Project

Following the funding approval in September 2018, rigorous design reviews and rounds of value engineering were carried out with the objective of maintaining GHG emission reductions required for grant funding. The resulting design includes: replacement of the heating and cooling system with an air source heat pump, chiller, condensing gas boilers; electric boilers; installation of heat recovery equipment to capture waste heat from exhausted air; a new building automation system; and, more efficient pumps. The original scope of work was expected to yield a 90% reduction in GHGs. The resulting design forecasts a 60% GHG reduction (or 160 tonnes of GHGs) annually.

A 2020 BC Hydro study has shown that a recent group of similar projects have been delivered for a cost of \$340 per tonne of avoided GHGs, when incentive and grant funding are not included. The Equipment Renewal and GHG Reduction Project cost is \$440 per tonne of avoided GHGs, making it higher than recent comparators. The full cost of avoided GHGs is \$1206 per tonne. This cost for the avoided GHGs represents considerable less value when prioritizing this project over others.

In order to ensure that cost estimates were accurate, the City issued a Request for Proposal (RFP) 6742P for the Richmond Library & Cultural Centre Mechanical Upgrade was posted to BC Bid on April 22, 2020 and closed on May 27, 2020. The bids have since been evaluated resulting in a qualified proponent with proven past experience of undertaking the work. Based on the bids, an additional \$1,540,000 is required to complete the project. The Mechanical Engineer and Quantity Surveyor advised that the variance from the approved budget is due to the current uncertainty within the construction market, industry volatility and cost escalation. A contract for this scope of work will only be awarded if this option is chosen.

Completing the project per the current FCM funding agreement and timeline will be difficult. FCM has advised that a potential implication is that 20% of the \$750,000 grant may be at risk. FCM is still hopeful an extension can be provided but to be conservative, the FCM grant has reduced by \$150,000 bringing the total available funding to \$1,960,000. If FCM determines that the full grant can be provided, City funding requirements will be reduced by \$150,000.

The City's longstanding efforts to reduce GHGs from civic operations and buildings have been very effective and decarbonizing buildings will still be needed. The LCC project was triggered by the pending need to replace equipment but staff will continue to pursue GHG savings opportunities in future building retrofits and new construction projects as they arise. Staff access programs, services and grants offered by major utility companies and senior governments to ensure the City applies best practices and maintains its leadership position.

Conventional Mechanical Retrofit Project

The current heating and cooling equipment can be replaced with new but similar equipment. The proposed scope includes the replacement of three mid-efficiency boilers and two chillers. New boilers will improve efficiency by 15%. The chillers will be equipped with advanced technology, boosting equipment efficiency and reliability. CFC-free refrigerant R-134a will be used in these new chillers, which are also upgradable to operate with the next-generation, low global warming

potential (GWP) refrigerant R-513A in the future. As part of the equipment replacement, a new building automation system will be implemented to optimize operation.

Options

Option 1: Conventional Mechanical Retrofit Project [Recommended]

Replace the current mechanical system for a cost of \$1,050,000 with new but similar equipment using approved capital funding. This option would see GHG emissions reduced by 10% compared to the current system. This option does not create an operational budget impact (OBI). If this option is approved, the City would forego capital grant funding. Unspent funds will be returned to the Carbon Tax Provision.

Option 2: Equipment Renewal and GHG Reduction Project [Not Recommended]

Implement a deep greenhouse gas emission and energy-efficient retrofit of heating and cooling systems using an additional \$1,540,000 in capital funding with forecasted 60% GHG reduction (or 160 tonnes of GHGs annually compared to the current system). An OBI increase of \$53,500 for utility and maintenance expenses is also required and can be considered in the 2021 budget process. If this option is approved, staff will award the contract to the lead proponent. In order to commence this work in 2020, an existing Council approved capital project can be utilized as a temporary funding source until the additional \$1,540,000 can be funded by the Gas Tax Provision (\$465,000) and Capital Building and Infrastructure Reserve (\$1,075,000) and included as an amendment to the Revised Consolidated 5 Year Financial Plan (2020-2024). Unspent funds will be returned to the Capital Building and Infrastructure Reserve.

For comparison, staff also assessed performance metric information for both options against other libraries in the Lower Mainland that the City has access to (Attachment 1).

Note that staff efforts to reduce the costs and preparation for the RFP for this option resulted in consulting expenses of \$155,000.

Table 1: Cost Comparison of LCC Mechanical Upgrade Options


	Option 1		Option 2	
	Conventional Mechanical Retrofit Project (Recommended)		Equipment Renewal and GHG Reduction Project	
Approved Capital Funding	\$	1,050,000	\$	1,960,000
Total Project Cost	\$	1,050,000	\$	3,500,000
Additional Funding Required	\$	0	\$	1,540,000

Financial Impact

Should the recommended Option 1 be endorsed, approved capital funding will be used. The City will forego grant funding by approving this option.

Conclusion

Staff recommend that Option 1 be endorsed so that the mechanical system upgrade at LCC can proceed. Completion of this project will reduce GHG emissions by 10%.



Poroshat Assadian, B.Arch CEM LEED
Corporate Energy Manager
(604-244-1239)

Att. 1: Energy and Greenhouse Gas (GHG) Intensities in the Lower Mainland

Attachment 1: Energy and Greenhouse Gas (GHG) Intensities in the Lower Mainland

The LCC is unique facility combining a broad range of uses. For comparison purposes, staff used available information from other regional libraries, see figures below.

Figure 1: Comparative Energy Use Intensity of Lower Mainland Libraries

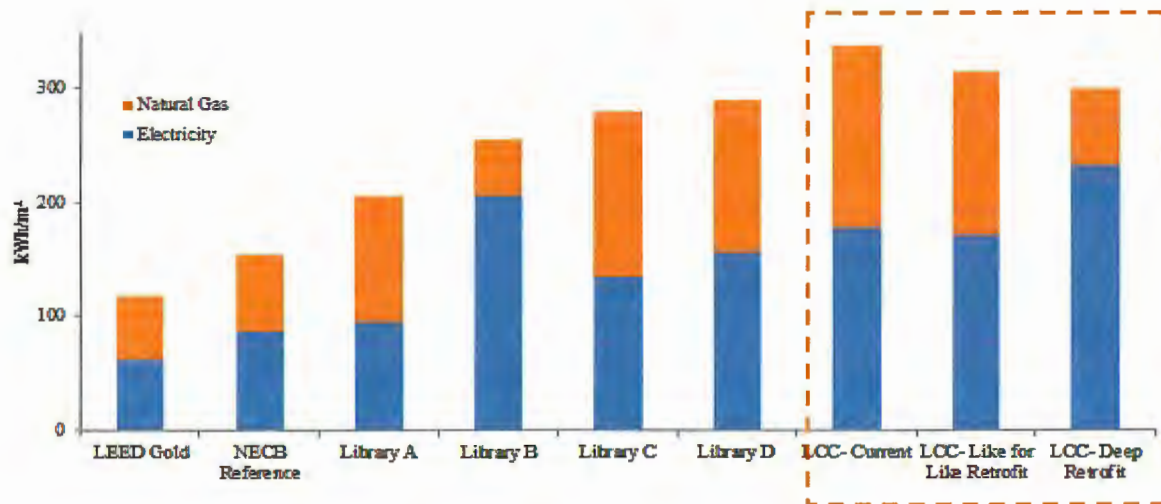
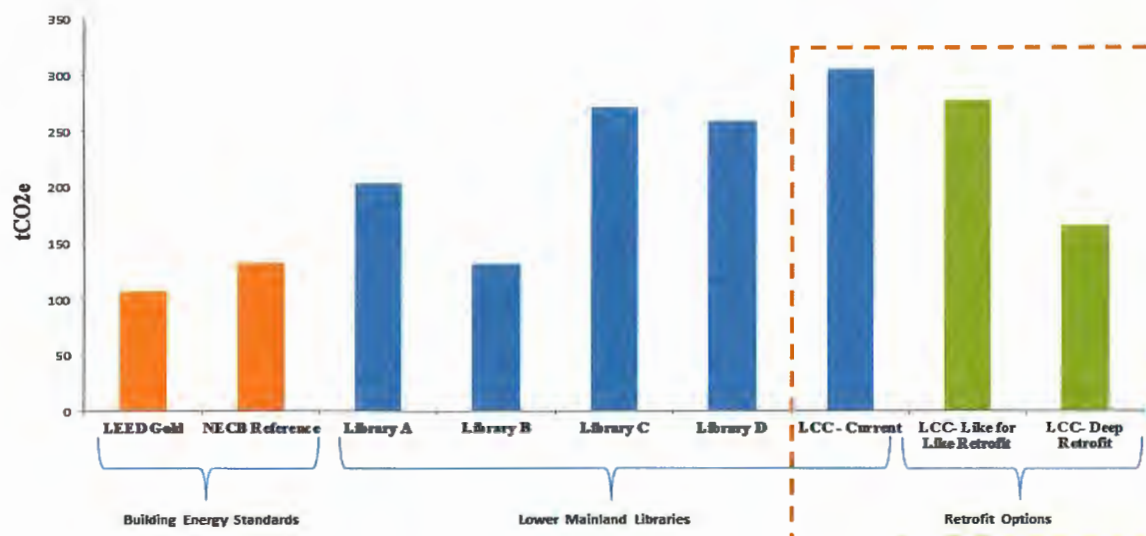


Figure 2 shows greenhouse gas GHG emission intensities for Lower Mainland library facilities. The deep energy retrofit option results in a 60% modelled reduction of GHG emissions from the current LCC mechanical system. Implementing a deep greenhouse gas emission and energy efficiently retrofit will lower the GHG emissions of the building close to the National Energy Code of Canada for Buildings 2011.

Figure 2: Comparative Greenhouse Gas Emission Intensity of Lower Mainland Libraries





To: Mayor and Councillors
From: Lloyd Bie, P.Eng.
Director, Transportation
Date: July 16, 2020
File: 10-6360-06-01/2020-Vol 01
Re: **Estimated Costs for Temporary Road Changes in Steveston Village for August 2020**

As directed at the July 13, 2020 Council meeting, this memorandum provides the estimated costs to implement temporary road changes in Steveston Village for the BC Day weekend (August 1-3, 2020) as well as for the month of August 2020.

BC Day Weekend: August 1-3, 2020

The same scope of temporary road changes implemented on Canada Day will be implemented for the three days of the BC Day long weekend (Table 1). Drawing on the Canada Day experience, the traffic control plan will be refined to include the installation of three digital display boards to provide further guidance to motorists and modification of the hours of the road changes to 7:00 am to 9:00 pm on Saturday, and 9:00 am to 9:00 pm on Sunday and Monday. An earlier start time on Saturday is required for set up activities.

Table 1: Temporary Road Changes in Steveston Village for BC Day Weekend

Measure	Scope
Closure of Moncton Street	<ul style="list-style-type: none">3-block closure between No. 1 Road and Third AvenueNorth-south avenues remain openNorth-south lanes open from Chatham St and Bayview St, and closed at Moncton St
One-Way Street System for Bayview Street	<ul style="list-style-type: none">Conversion from 2-way to 1-way westbound between No. 1 Road and Third AveConversion of First and Third Avenues from 2-way to 1-way northbound between Bayview Street and Moncton Street to support vehicle and pedestrian circulation

Based on this scope, the total estimated cost to implement the temporary road changes for the three day BC Day weekend is \$30,000. The two main cost components are traffic control personnel (\$27,500) and set up/take down activities including signage and digital display board rental (\$2,500). All set up/take down and traffic control work will be performed by Public Works personnel.

Month of August 2020

For the month of August, the same scope of temporary road changes implemented for the BC Day weekend can be implemented (Option 1). Two additional options are also feasible:

- Option 2: One-way system on Moncton Street eastbound rather than full closure, which will preserve on-street parallel parking on the north side of the street while providing increased space

for physical distancing on both sides of the street. This is the least expensive option, creates significant space for social distancing, and addresses some of the parking concerns identified in previous merchant surveys.

- Option 3: Hybrid of Options 1 and 2 with a one-way system on Moncton Street eastbound during weekdays and full closure of Moncton Street on weekends when higher pedestrian volumes are anticipated. This option creates more social distancing space on weekends when higher pedestrian volumes are anticipated while reducing costs compared to Option 1.

For all options, the temporary road changes remain in place 24 hours per day. For Options 1 and 3 that include the closure of Moncton Street, traffic control personnel are deployed from 9:00 am to 7:00 pm Monday to Thursday, and 9:00 am to 9:00 pm Friday to Sunday when higher pedestrian volumes are anticipated. The traffic control personnel will facilitate deliveries and manage traffic volumes, particularly at the intersections.

For Options 2 and 3 that include a one-way system on Moncton Street, additional physical protection is required to be installed between the expanded pedestrian space and the relocated parallel parking to ensure safety. An allowance for traffic control personnel is included to facilitate deliveries and manage traffic volumes.

Table 2 summarizes the total estimated costs to implement the temporary road changes for the period August 4-31, 2020 (i.e., beyond the BC Day weekend) for the identified options. All set up/take down and traffic control work will be performed by Public Works personnel for all options.

Table 2: Estimated Costs of Options for Temporary Road Changes in Steveston Village for August 2020

Option		Estimated Cost	
1	Closure of Moncton St & One-Way Bayview St	Traffic Control	\$115,000
		Set Up/Take Down	\$7,500
		Total	\$122,500
2	One-Way Moncton St & One-Way Bayview St	Traffic Control	\$15,000
		Set Up/Take Down	\$17,500
		Total	\$32,500
3	Weekday: One-Way Moncton St Weekend: Closure of Moncton St All Days: One-Way Bayview St	Traffic Control	\$81,500
		Set Up/Take Down	\$22,000
		Total	\$103,500

If you have any questions, please contact me at 604-516-9934.



Lloyd Bie, P.Eng.
Director, Transportation

LB:jc

cc: SMT



City of Richmond

Report to Council

To:	Richmond City Council	Date:	July 20, 2020
From:	Andrew Nazareth General Manager, Finance and Corporate Services	File:	03-1200-03/2020-Vol 01
Re:	Council Remuneration and Expenses for 2019		

Staff Recommendation

That the 2019 Council Remuneration and Expenses be approved.

Andrew Nazareth
General Manager, Finance and Corporate Services
(604-276-4095)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR MANAGEMENT TEAM REVIEW	INITIALS: SL
APPROVED BY CAO 	

July 20, 2020

- 2 -

Staff Report

Origin

Pursuant to Section 168 (1) of the *Community Charter*, the total remuneration, benefits and expenses incurred by each member of Council must be reported annually.

Analysis

Total salaries paid to Council members for 2019 were \$787,614 and the cost of benefits was \$359,158. Total expenses incurred were \$33,694. The schedule below provides a summary by each member of Council.

	Base Salary	Benefits & Other ¹	Community Events & Meetings	Seminars & Conferences	Business Travel	General Travel Parking/ Taxi	Total Expenses
Mayor Brodie	\$174,314	\$27,990	\$918	\$753	\$4,465	\$476	\$6,612
Councillor Au	69,539	17,851	249	3,046	-	1,575	4,870
Councillor Dang	-	110,205 ²	-	-	-	-	-
Councillor Day	79,037	19,238	563	733	-	-	1,296
Councillor Greene	69,539	18,133	573	2,243	-	-	2,816
Councillor Johnston	-	75,230 ²	-	-	-	-	-
Councillor Loo	79,037	20,445	691	6,279	-	-	6,970
Councillor McNulty	79,037	19,176	517	-	-	446	963
Councillor McPhail	79,037	12,869	223	6,514	-	-	6,737
Councillor Steves	79,037	19,071	-	687	-	1,554	2,241
Councillor Wolfe	79,037	18,950	-	1,189	-	-	1,189

¹Consists of taxable and non-taxable benefits. The 2019 Statement of Financial Information issued under separate cover reports taxable benefits only.

²Lump sum payouts due at the termination of service

Financial Impact

None.

Conclusion

The report on Council remuneration and expenses for the year ended December 31, 2019 has been prepared in accordance with the *Community Charter*.



Jerry Chong
Director, Finance
(604)-276-4064



City of Richmond

Report to Council

To: Richmond City Council
From: Andrew Nazareth
General Manager, Finance and Corporate
Services
Re: 2019 Statement of Financial Information

Date: July 20, 2020
File: 03-1180-01/2020-Vol
01

Staff Recommendation

That the 2019 Statement of Financial Information be approved.

Andrew Nazareth
General Manager, Finance and Corporate Services
(604-276-4095)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
SENIOR MANAGEMENT TEAM REVIEW	INITIALS: SL
APPROVED BY CAO 	

Staff Report

Origin

Section 2(2) and (3) of the *Financial Information Act* states that a municipality must prepare the "Statement of Financial Information" within six months of the end of each fiscal year. Furthermore, Section 9(2) of the Financial Information Regulation requires that the statement be approved by its Council and by the officer assigned responsibility for financial administration under the *Local Government Act*. The following statements and schedules of financial information must be prepared:

- statement of assets and liabilities;
- an operational statement;
- a schedule of debts;
- a schedule of guarantee and indemnity agreements;
- a schedule showing remuneration and expenses paid to or on behalf of each employee as required by the Act;
- a schedule showing the payments for each supplier of goods and services;
- a schedule of grants and subsidies.

The current prescribed amounts for the purpose of reporting under the Financial Information Regulation for employee remuneration/expenses and payments to suppliers are \$75,000 and \$25,000 respectively.

Analysis

Sections 1 to 4 of the attached schedules is captured in the City's 2019 audited consolidated financial statements. Section 5 is not applicable as there were no guarantee and indemnity agreements provided under the Guarantees and Indemnities Regulation (BC Reg. 258/87).

A schedule which shows employee remuneration in excess of \$75,000 and related expenses for the 2019 fiscal year is attached in Section 6.

Remuneration consists of base salary, taxable benefits and lump sum payments. Taxable benefits may include employer paid benefit such as medical services plan, life insurance and vehicle benefits. Lump sum payments may include leave balances owed to employees, union gratuities and union overtime.

Expenses are reported in accordance with the *Financial Information Act*, and may include items such as individual professional memberships, mandatory professional development, employee tuition, and non-discretionary expenses incurred as part of the employee's job function.

The remuneration and expenses that are being reported are within the 5 Year Financial Plan Bylaw that was approved by Council. Management is responsible for the design, implementation, and maintenance of all internal controls. Additional internal controls with respect to expenditures include bylaws, policies, administrative procedures, guidelines, and governance through reviews by Senior Management and Council.

July 20, 2020

A statement listing payments to suppliers for goods and services in excess of \$25,000 for the 2019 fiscal year is attached in Section 7.

A statement listing payments for the purposes of grants and subsidies is attached in Section 7.

Financial Impact

None.

Conclusion

The attached 2019 Statement of Financial Information has been prepared in accordance with the *Financial Information Act*.

A handwritten signature in black ink, appearing to read 'JC' with a stylized flourish.

Jerry Chong
Director, Finance
(604) 276-4064

JC:mc

July 20, 2020

CITY OF RICHMOND
STATEMENT OF FINANCIAL INFORMATION
For the year ended December 31, 2019

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3) Operational Statement.....	See Financial Statements
4) Schedule of Debts.....	See Financial Statements
5) Schedule of Guarantee and Indemnity Agreements	Section 5
6) Schedule of Remuneration and Expenses:	
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Statement of Severance Agreements.....	Section 6
7) Schedule of Payments to Suppliers for Goods and Services:	
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Statement of Grants and Subsidies.....	Section 7

July 20, 2020

CITY OF RICHMOND

2019 STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2) approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.



Andrew Nazareth
General Manager, Finance and
Corporate Services

Malcolm D. Brodie
Mayor

Prepared pursuant to the Financial Information Regulation, Schedule 1, Section 9

July 20, 2020


MANAGEMENT REPORT

The consolidated financial statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles. The integrity and objectivity of the consolidated financial statements are management's responsibility. Management is responsible for all the schedules prepared for the Statement of Financial Information, and for ensuring that the schedules are consistent, where appropriate, with the information contained in the consolidated financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

Council is responsible for ensuring that management fulfils its responsibilities for financial reporting and internal control and for approving the financial information included in the Statement of Financial Information.

The external auditors, KPMG LLP, conducted an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the consolidated Statement of Financial Information financial statements. Their examination does not relate to the other schedules and statements required by the *Financial Information Act*. Their examination includes a review and evaluation of the City's system of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors presented their findings to the City's Finance Committee.



Andrew Nazareth
General Manager, Finance and Corporate Services

Dated: _____

Consolidated Financial Statements of

CITY OF RICHMOND

And Independent Auditors' Report thereon

Year ended December 31, 2019



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INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of the City of Richmond

Opinion

We have audited the consolidated financial statements of the City of Richmond (the "City"), which comprise:

- the consolidated statement of financial position as at December 31, 2019;
- the consolidated statement of operations for the year then ended;
- the consolidated statement of changes in net financial assets for the year then ended;
- the consolidated statement of cash flows for the year then ended; and
- notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2019, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

KPMG LLP

Chartered Professional Accountants

Vancouver, Canada
May 11, 2020

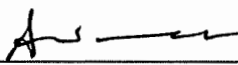
CITY OF RICHMOND

Consolidated Statement of Financial Position
(Expressed in thousands of dollars)

December 31, 2019, with comparative information for 2018

	2019	2018
Financial Assets		
Cash	\$ 389,564	\$ 121,861
Investments (note 3)	830,896	1,004,928
Investment in Lulu Island Energy Company ("LIEC") (note 4)	31,414	29,780
Accrued interest receivable	7,781	7,443
Accounts receivable (note 5)	28,407	29,151
Taxes receivable	11,033	11,844
Development fees receivable	21,144	25,545
Debt reserve fund - deposits (note 6)	508	508
	1,320,747	1,231,060
Liabilities		
Accounts payable and accrued liabilities (note 7)	107,590	95,231
Development cost charges (note 8)	197,671	158,882
Deposits and holdbacks (note 9)	117,364	113,620
Deferred revenue (note 10)	64,362	67,364
Debt, net of MFA sinking fund deposits (note 11)	27,891	32,842
	514,878	467,939
Net financial assets	805,869	763,121
Non-Financial Assets		
Tangible capital assets (note 12)	2,427,798	2,371,694
Inventory of materials and supplies	2,961	3,602
Prepaid expenses	2,714	2,673
	2,433,473	2,377,969
Accumulated surplus (note 13)	\$ 3,239,342	\$ 3,141,090
Contingent demand notes (note 6)		
Commitments and contingencies (note 18)		
Subsequent event (note 26)		

See accompanying notes to consolidated financial statements.


General Manager, Finance and Corporate Services

CITY OF RICHMOND

Consolidated Statement of Operations
(Expressed in thousands of dollars)

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget (notes 2(p) and 24)	2019	2018
Revenue:			
Taxation and levies (note 20)	\$ 229,903	\$ 230,198	\$ 216,908
Utility fees	105,805	111,472	102,915
Sales of services	41,977	42,747	39,111
Payments-in-lieu of taxes	14,200	16,277	15,489
Provincial and federal grants	8,362	10,687	10,355
Development cost charges (note 8)	22,764	13,802	17,432
Other capital funding sources	63,197	39,028	95,859
Other revenue:			
Investment income	16,062	25,142	20,705
Gaming revenue	16,500	15,140	16,837
Licenses and permits	11,107	13,030	13,637
Other (note 21)	11,244	62,785	48,678
Equity income in government business enterprise ("GBE") (note 4)	-	1,634	1,491
	541,121	581,942	599,417
Expenses:			
Community safety	112,526	106,209	98,500
Utilities: water, sewer and sanitation	95,067	98,653	89,959
Engineering, public works and project development	74,568	80,940	68,793
Community services	68,627	67,522	61,174
General government	64,603	55,689	52,549
Planning and development	20,273	48,104	18,076
Richmond Olympic Oval	16,595	15,972	15,424
Richmond Public Library	11,079	10,601	9,981
	463,338	483,690	414,456
Annual surplus	77,783	98,252	184,961
Accumulated surplus, beginning of year	3,141,090	3,141,090	2,956,129
Accumulated surplus, end of year	\$ 3,218,873	\$ 3,239,342	\$ 3,141,090

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Consolidated Statement of Changes in Net Financial Assets (Expressed in thousands of dollars)

Year ended December 31, 2019, with comparative information for 2018

	2019 Budget (notes 2(p) and 24)	2019	2018
Annual surplus for the year	\$ 77,783	\$ 98,252	\$ 184,961
Acquisition of tangible capital assets	(118,551)	(93,154)	(92,851)
Contributed tangible capital assets	(50,350)	(28,867)	(88,021)
Amortization of tangible capital assets	61,513	64,228	60,542
Net loss (gain) on disposal of tangible capital assets	-	(17,637)	324
Proceeds on sale of tangible capital assets	-	19,326	213
	(29,605)	42,148	65,168
Acquisition of inventory of materials and supplies	-	(2,961)	(3,602)
Acquisition of prepaid expenses	-	(2,714)	(2,673)
Consumption of inventory of materials and supplies	-	3,602	3,762
Use of prepaid expenses	-	2,673	2,376
Change in net financial assets	(29,605)	42,748	65,031
Net financial assets, beginning of year	763,121	763,121	698,090
Net financial assets, end of year	\$ 733,516	\$ 805,869	\$ 763,121

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Consolidated Statement of Cash Flows
(Expressed in thousands of dollars)

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 98,252	\$ 184,961
Items not involving cash:		
Amortization	64,228	60,542
Loss (gain) on disposal of tangible capital assets	(17,637)	324
Contributions of tangible capital assets	(28,867)	(88,021)
Equity income in GBE	(1,634)	(1,491)
Change in non-cash operating working capital:		
Accrued interest receivable	(338)	(792)
Accounts receivable	744	(2,115)
Taxes receivable	811	(2,868)
Development fees receivable	4,401	(3,169)
Inventory of materials and supplies	641	160
Prepaid expenses	(41)	(297)
Accounts payable and accrued liabilities	12,359	(3,805)
Development cost charges	38,789	28,198
Deposits and holdbacks	3,744	30,834
Deferred revenue	(3,002)	1,077
Net change in cash from operating activities	172,450	203,538
Capital activities:		
Cash used to acquire tangible capital assets	(93,154)	(92,851)
Proceeds on disposal of tangible capital assets	19,326	213
Net change in cash from capital activities	(73,828)	(92,638)
Financing activities:		
Repayments of debt	(4,951)	(4,761)
Investing activities:		
Net sale (purchase) of investments	174,032	(32,145)
Net change in cash	267,703	73,994
Cash, beginning of year	121,861	47,867
Cash, end of year	\$ 389,564	\$ 121,861

See accompanying notes to consolidated financial statements.

CITY OF RICHMOND

Notes to Consolidated Financial Statements
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

1. Operations:

The City of Richmond (the "City") is incorporated under the Local Government Act of British Columbia. The City's principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, infrastructure, environmental, recreational, water, sewer, and drainage.

2. Significant accounting policies:

The consolidated financial statements of the City have been prepared in accordance with Canadian public sector accounting standards as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

(a) Basis of consolidation:

The consolidated financial statements reflect a combination of the City's General Revenue, General Capital and Loan, Waterworks and Sewerworks, and Reserve Funds consolidated with the Richmond Public Library (the "Library") and the Richmond Olympic Oval (the "Oval"). The Library is consolidated as the Library Board is appointed by the City. The Oval is consolidated as they are a wholly owned municipal corporation of the City. Interfund transactions, fund balances and activities have been eliminated on consolidation. The City's investment in Lulu Island Energy Company ("LIEC"), a wholly owned government business enterprise ("GBE"), is accounted for using the modified equity method.

(i) General Revenue Fund:

This fund is used to account for the current operations of the City as provided for in the Annual Budget, including collection of taxes, administering operations, policing, and servicing general debt.

(ii) General Capital and Loan Fund:

This fund is used to record the City's tangible capital assets and work-in-progress, including engineering structures such as roads and bridges, and the related debt.

(iii) Waterworks and Sewerworks Funds:

These funds have been established to cover the costs of operating these utilities, with related capital and loan funds to record the related tangible capital assets and debt.

(iv) Reserve Funds:

Certain funds are established by bylaws for specific purposes. They are funded primarily by budgeted contributions from the General Revenue Fund and developer contributions plus interest earned on fund balances.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

2. Significant accounting policies (continued):

(b) Basis of accounting:

The City follows the accrual method of accounting for revenue and expenses. Revenue is recognized in the year in which it is earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods and services and/or the creation of a legal obligation to pay.

(c) Government transfers:

Restricted transfers from governments are deferred and recognized as revenue as the related expenditures are incurred or the stipulations in the related agreement are met. Unrestricted transfers are recognized as revenue when received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

(d) Cash and cash equivalents:

Cash and cash equivalents consist of cash, highly liquid money market investments and short-term investments with maturities of less than 90 days from date of acquisition.

(e) Investments:

Investments are recorded at cost, adjusted for amortization of premiums or discounts. Provisions for losses are recorded when they are considered to be other than temporary.

(f) Investment in government business enterprises:

Government business enterprises are recorded using the modified equity method of accounting. The City's investment in the GBE is recorded as the value of the GBE's shareholder's equity. The investment's income or loss is recognized by the City when it is earned by the GBE. Inter-organizational transactions and balances are not eliminated, except for any gains or losses on assets remaining within the City.

(g) Accounts receivable:

Accounts receivable are net of an allowance for doubtful accounts and therefore represent amounts expected to be collected.

(h) Development cost charges:

Development cost charges are restricted by legislation to expenditures on capital infrastructure. These amounts are deferred upon receipt and recognized as revenue when the expenditures are incurred in accordance with the restrictions.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

2. Significant accounting policies (continued):

(i) Post-employment benefits:

The City and its employees make contributions to the Municipal Pension Plan. As this plan is a multi-employee plan, contributions are expensed as incurred.

Post-employment benefits also accrue to the City's employees. The liabilities related to these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefits plans are accrued based on projected benefits prorated as employees render services necessary to earn the future benefits.

(j) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost, which includes amounts that are directly attributable to acquisition, construction, development, or betterment of the assets. The cost, less the residual value, of the tangible capital assets, excluding land, are amortized on a straight line basis over their estimated useful lives as follows:

Asset	Useful life - years
Buildings and building improvements	10 - 75
Infrastructure	5 - 100
Vehicles, machinery and equipment	3 - 40
Library's collections, furniture and equipment	4 - 20

Amortization is charged over the asset's useful life commencing when the asset is acquired. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets:

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Natural resources, works of art, and cultural and historic assets:

Natural resources, works of art, and cultural and historic assets are not recorded as assets in the consolidated financial statements.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

2. Significant accounting policies (continued):

(j) Non-financial assets (continued):

(iv) Interest capitalization:

The City does not capitalize interest costs associated with the construction of a tangible capital asset.

(v) Labour capitalization:

Internal labour directly attributable to the construction, development or implementation of a tangible capital asset is capitalized.

(vi) Leased tangible capital assets:

Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(vii) Impairment of tangible capital assets:

Tangible capital assets are written down when conditions indicate that they no longer contribute to the City's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the consolidated statement of operations.

(viii) Inventory of materials and supplies:

Inventory is recorded at cost, net of an allowance for obsolete stock. Cost is determined on a weighted average basis.

(k) Revenue recognition:

Revenue is recognized in the period in which the transactions or events occurred that gave rise to the revenue. All revenue is recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impractical.

The City is required to act as the agent for the collection of certain taxes and fees imposed by other authorities. Collections for other authorities are excluded from the City's taxation revenue.

(l) Property taxes:

The City establishes property tax rates based on assessed market values provided by the British Columbia Assessment Authority (BCA). Market values are determined as of July 1st of each year. The City records taxation revenue at the time the property tax bills are issued. The City is entitled to collect interest and penalties on overdue taxes.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

2. Significant accounting policies (continued):

(m) Deferred revenue:

The City defers a portion of the revenue collected from permits, licenses and other fees and recognizes this revenue in the year in which related inspections are performed, other related expenses are incurred or services are provided.

Deferred revenue also represents funds received from external parties for specified purposes. This revenue is recognized in the period in which the related expenses are incurred.

(n) Deposits:

Receipts restricted by the legislation of senior governments or by agreement with external parties are deferred and reported as deposits and are refundable under certain circumstances. When qualifying expenses are incurred, deposits are recognized as revenue at amounts equal to the qualifying expenses.

(o) Debt:

Debt is recorded net of related sinking fund balances.

(p) Budget information:

Budget information, presented on a basis consistent with that used for actual results, was included in the City's Consolidated 5 Year Financial Plan (2019-2023) ("Consolidated Financial Plan") and was adopted through Bylaw No. 9979 on March 11, 2019.

(q) Contaminated sites:

Contaminated sites are a result of contamination being introduced into air, soil, water, or sediment of a chemical, organic or radioactive material of live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standard;
- (iii) The City is directly responsible or accepts responsibility;
- (iv) It is expected that future economic benefits will be given up; and
- (v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

2. Significant accounting policies (continued):

(r) Use of accounting estimates:

The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amount of revenue and expenditures during the reporting period. Significant areas requiring the use of management estimates relate to the value of contributed tangible capital assets, value of developer contributions, useful lives for amortization, determination of provisions for accrued liabilities, performing actuarial valuation of employee future benefits, allowance for doubtful accounts, and provision for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in the consolidated financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

(s) Segment disclosures:

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the standard. The City has provided definitions of segments as well as presented financial information in segment format.

3. Investments:

	2019		2018	
	Cost	Market value	Cost	Market value
Short-term notes and deposits	\$ 409,759	\$ 409,874	\$ 577,416	\$ 577,060
Government and government guaranteed bonds	192,314	194,229	164,943	165,401
Municipal Finance Authority pooled investment fund	47,306	46,123	46,150	44,716
Other bonds	181,517	182,039	216,419	213,577
	\$ 830,896	\$ 832,265	\$ 1,004,928	\$ 1,000,754

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

4. Investment in Lulu Island Energy Company Ltd:

The City owns 100% of the issued and outstanding shares of LIEC, which was incorporated under the British Columbia Business Corporations Act on August 19, 2013. LIEC develops, manages and operates district energy utilities in the City of Richmond, on the City's behalf, including but not limited to energy production, generation or exchange, transmission, distribution, maintenance, marketing and sales to customers, customer service, profit generation, financial management and advisory services for energy and infrastructure.

Summarized financial information relating to LIEC is as follows:

	2019	2018
Cash, cash equivalents, and investments	\$ 11,826	\$ 8,596
Accounts receivable	1,303	2,242
Tangible capital assets	33,412	32,361
Total assets	46,541	43,199
Accounts payable and accrued liabilities	778	414
Deferred contributions	6,183	5,375
Concession liability	8,166	7,630
Total liabilities	15,127	13,419
Shareholder's equity	\$ 31,414	\$ 29,780
Total revenue	\$ 5,295	\$ 4,888
Total expenses	3,661	3,397
Net income	\$ 1,634	\$ 1,491

Included in accounts payable and accrued liabilities in the City's consolidated statement of financial position are payables to LIEC in the amount of \$136,168 (2018 - \$1,375,799).

On October 30, 2014, LIEC and the Oval Village district energy utility developer ("the Concessionaire") entered into a 30-year Concession Agreement, which is a public-private partnership project ("P3"), where the Concessionaire will design, construct, finance, operate, and maintain the infrastructure for the district energy utility at the Oval Village community. As part of the Agreement, the infrastructure will be owned by LIEC.

On October 30, 2014, the Concessionaire and the City entered into a Limited Guarantee Agreement. The City is the Guarantor and guarantees the performance of some of LIEC's obligations under the Concession Agreement to a maximum of \$18.2 million (2018 - \$18.2 million).

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

5. Accounts receivable:

	2019	2018
Water and sewer utilities	\$ 13,671	\$ 11,999
Casino revenue	3,903	4,010
Capital grants	1,291	5,003
Other trade receivables	9,542	8,139
	\$ 28,407	\$ 29,151

6. Debt reserve fund deposits and contingent demand notes:

The City issues its debt instruments through the Municipal Finance Authority (the "MFA"). As a condition of these borrowings, a portion of the debenture proceeds is withheld by the MFA in a Debt Reserve Fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the City's accounts. The details of the cash deposits and contingent demand notes at December 31, 2018 and 2019 are as follows:

	Cash deposits	Contingent demand notes
General Revenue Fund	\$ 508	\$ 2,447

7. Accounts payable and accrued liabilities:

	2019	2018
Trade and other liabilities	\$ 73,403	\$ 64,917
Post-employment benefits (note 15)	34,187	30,314
	\$ 107,590	\$ 95,231

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

8. Development cost charges:

	2019	2018
Balance, beginning of year	\$ 158,882	\$ 130,684
Contributions	48,740	42,792
Interest	3,851	2,838
Revenue recognized	(13,802)	(17,432)
Balance, end of year	\$ 197,671	\$ 158,882

9. Deposits and holdbacks:

	Balance December 31, 2018	Deposit contributions/ interest earned	Refund/ expenditures	Balance December 31, 2019
Security deposits	\$ 89,557	\$ 25,949	\$ (21,342)	\$ 94,164
Developer contributions	7,313	222	-	7,535
Contract holdbacks	6,650	2,658	(3,891)	5,417
Other	10,100	6,184	(6,036)	10,248
	\$ 113,620	\$ 35,013	\$ (31,269)	\$ 117,364

10. Deferred revenue:

	Balance December 31, 2018	Externally restricted inflows	Revenue earned	Balance December 31, 2019
Taxes and utilities	\$ 20,450	\$ 22,836	\$ (20,450)	\$ 22,836
Building permits/development	15,598	9,454	(5,207)	19,845
Oval	1,876	10,625	(11,067)	1,434
Capital grants	19,558	2,728	(11,434)	10,852
Business licenses	2,523	2,251	(2,123)	2,651
Parking easement/leased land	2,430	58	(47)	2,441
Other	4,929	5,920	(6,546)	4,303
	\$ 67,364	\$ 53,872	\$ (56,874)	\$ 64,362

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

11. Debt, net of MFA sinking fund deposits:

The interest rate for the year ended December 31, 2019 on the principal amount of the MFA debenture was 3.30% (2018 - 3.30%) per annum. Interest expense incurred for the year on the long-term debt was \$1,676,895 (2018 - \$1,676,895). The maturity date of the MFA debt is April 7, 2024.

The City obtains debt instruments through the MFA pursuant to security issuing bylaws under authority of the Community Charter to finance certain capital expenditures.

Gross amount for the debt less principal payments and actuarial adjustments to date are as follows:

	Gross amount borrowed	Repayments and actuarial adjustments	Net debt 2019	Net debt 2018
General Fund	\$ 50,815	\$ 22,924	\$ 27,891	\$ 32,842

Repayments on net outstanding debt over the next five years are as follows:

2020	\$ 5,149
2021	5,355
2022	5,570
2023	5,792
2024	6,025
	\$ 27,891

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

12. Tangible capital assets:

Cost	Balance December 31, 2018	Additions and transfers	Disposals	Balance December 31, 2019
Land	\$ 984,001	\$ 34,517	\$ (955)	\$ 1,017,563
Building and building improvements	442,181	45,398	(338)	487,241
Infrastructure	1,741,680	66,647	(7,436)	1,800,891
Vehicles, machinery and equipment	142,793	10,255	(3,163)	149,885
Library's collections, furniture and equipment	9,445	1,068	(575)	9,938
Assets under construction	151,296	(35,864)	-	115,432
	\$ 3,471,396	\$ 122,021	\$ (12,467)	\$ 3,580,950

Accumulated amortization	Balance December 31, 2018	Disposals	Amortization expense	Balance December 31, 2019
Building and building improvements	\$ 186,279	\$ (302)	\$ 16,332	\$ 202,309
Infrastructure	820,387	(6,919)	36,524	849,992
Vehicles, machinery and equipment	86,826	(2,982)	10,244	94,088
Library's collections, furniture and equipment	6,210	(575)	1,128	6,763
	\$ 1,099,702	\$ (10,778)	\$ 64,228	\$ 1,153,152

Net book value	December 31, 2019	December 31, 2018
Land	\$ 1,017,563	\$ 984,001
Buildings and building improvements	284,932	255,902
Infrastructure	950,899	921,293
Vehicles, machinery and equipment	55,797	55,967
Library's collection, furniture and equipment	3,175	3,235
Assets under construction	115,432	151,296
Balance, end of year	\$ 2,427,798	\$ 2,371,694

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

12. Tangible capital assets (continued):

(a) Assets under construction:

Assets under construction having a value of \$115,432,086 (2018 - \$151,295,702) have not been amortized. Amortization of these assets will commence when the asset is put into service.

(b) Contributed tangible capital assets:

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed assets received during the year is \$28,866,769 (2018 - \$88,020,879) comprised of land in the amount of \$14,665,393 (2018 - \$69,654,386), infrastructure in the amount of \$14,191,349 (2018 - \$13,666,004), buildings had no contributed tangible capital assets in 2019 (2018 - \$4,700,489), and library collections in the amount of \$10,027 (2018 - nil).

(c) Tangible capital assets disclosed at nominal values:

Where an estimate of fair value could not be made, the tangible capital asset was recognized at a nominal value.

(d) Works of art and historical treasures:

The City manages and controls various works of art and non-operational historical cultural assets including building, artifacts, paintings, and sculptures located at City sites and public display areas. The assets are not recorded as tangible capital assets and are not amortized.

(e) Write-down of tangible capital assets:

Tangible capital assets were written down by \$1,754,513 (2018 - nil) related to estimated repair costs associated with one of the lap pools at the Minoru Center for Active Living. The costs to repair the deficiencies will be recovered through insurance.

13. Accumulated surplus:

	General and Reserve Funds	Waterworks Utility Fund	Sewerworks Utility Fund	Richmond Olympic Oval	Library	2019 Total	2018 Total
Investment in tangible capital assets	\$ 2,385,747	\$ -	\$ -	\$ 8,553	\$ 3,176	\$ 2,397,476	\$ 2,336,489
Reserves (note 14)	548,720	-	-	8,856	-	557,576	540,153
Appropriated surplus	193,455	18,316	10,420	1,471	390	224,052	207,173
Investment in LIEC	31,414	-	-	-	-	31,414	29,780
Surplus	17,717	446	6,276	604	951	25,994	24,029
Other equity	2,830	-	-	-	-	2,830	3,466
Balance, end of year	\$ 3,179,883	\$ 18,762	\$ 16,696	\$ 19,484	\$ 4,517	\$ 3,239,342	\$ 3,141,090

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

14. Reserves:

	Balance, December 31, 2018	Change during year	Balance, December 31, 2019
Affordable housing	\$ 10,836	\$ 869	\$ 11,705
Arts, culture and heritage	4,003	(277)	3,726
Capital building and infrastructure	81,763	18,923	100,686
Capital reserve	176,142	(4,166)	171,976
Capstan station	32,332	(14)	32,318
Child care development	6,806	2,116	8,922
Community legacy and land replacement	8,852	(7,542)	1,310
Drainage improvement	56,132	(487)	55,645
Equipment replacement	19,600	603	20,203
Hamilton area plan community amenity	752	968	1,720
Leisure facilities	18,765	(1,089)	17,676
Local improvements	7,155	172	7,327
Neighborhood improvement	7,520	340	7,860
Oval	6,324	2,532	8,856
Public art program	4,860	(2)	4,858
Sanitary sewer	44,107	3,624	47,731
Steveston off-street parking	317	8	325
Steveston road ends	155	(5)	150
Waterfront improvement	317	(115)	202
Watermain replacement	53,415	965	54,380
	\$ 540,153	\$ 17,423	\$ 557,576

15. Post-employment benefits:

The City provides certain post-employment benefits, non-vested sick leave, compensated absences, and termination benefits to its employees.

	2019	2018
Accrued benefit obligation, beginning of year	\$ 28,423	\$ 29,892
Current service cost	1,881	1,947
Interest cost	954	879
Past service cost (credit)	3,155	(397)
Benefits paid	(1,953)	(2,508)
Actuarial loss (gain)	2,724	(1,390)
Accrued benefit obligation, end of year	\$ 35,184	\$ 28,423

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

15. Post-employment benefits (continued):

An actuarial valuation for these benefits was performed to determine the City's accrued benefit obligation as at December 31, 2019. This actuarial loss is being amortized over a period equal to the employees' average remaining service lifetime of 10 years (2018 - 10 years).

	2019	2018
Post-employment benefit liability:		
Post-employment benefit liability, end of year	\$ 35,184	\$ 28,423
Unamortized net actuarial (loss) gain	(997)	1,891
Balance, end of year	\$ 34,187	\$ 30,314

Actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	2019	2018
Discount rate	2.40%	3.30%
Expected future inflation rate	2.00%	2.00%
Expected wage and salary range increases	2.50% to 3.00%	2.50% to 3.00%

16. Pension plan:

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

16. Pension plan (continued):

The most recent valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The City paid \$13,251,994 (2018 - \$12,759,865) for employer contributions while employees contributed \$11,120,458 (2018 - \$10,615,884) to the plan in fiscal 2019.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

17. Contingent assets and contractual rights:

(a) Contingent assets:

Contingent assets are possible assets arising from existing conditions or situations involving uncertainty. That uncertainty will ultimately be resolved when one or more future events not wholly within the City's control occurs or fails to occur.

The City has legal claims, service agreements, and land dedications that may qualify as contingent assets. Amounts cannot be estimated as of December 31, 2019. Contingent assets are not recorded in the consolidated financial statements.

In 2019, the City had requested payment from the Office of the Minister of Public Services and Procurement Canada, for outstanding payments-in-lieu of taxes in the amount of \$11,139,593. As of December 31, 2019, collectability of the requested amount is not determinable and has not been accrued for in the City's consolidated financial statements.

(b) Contractual rights:

The City has entered into contracts or agreements in the normal course of operations that it expects will result in revenue and assets in future fiscal years. The City's contractual rights are comprised of leases, licenses, grants and various other agreements, including the provision of police services with the Vancouver Airport Authority. The following table summarizes the expected revenue from the City's contractual rights:

2020	\$ 15,157
2021	11,574
2022	4,887
2023	3,437
2024	2,011
Thereafter	9,768

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

17. Contingent assets and contractual rights (continued):

(b) Contractual rights (continued):

The City is entitled to receive revenue from certain other agreements. The revenue from these agreements cannot be quantified and has not been included in the amounts noted above.

18. Commitments and contingencies:

(a) Joint and several liabilities:

The City has a contingent liability with respect to debentures of the Greater Vancouver Water District, Greater Vancouver Sewerage and Drainage District and Greater Vancouver Regional District, to the extent provided for in their respective Enabling Acts, Acts of Incorporation and Amending Acts. Management does not consider payment under this contingency to be likely and therefore no amounts have been accrued.

(b) Lease payments:

The City is committed to operating lease payments for premises and equipment in the following approximate amounts:

2020	\$	3,368
2021		3,311
2022		2,583
2023		2,569
2024		2,369
Thereafter		7,748

(c) Litigation:

As at December 31, 2019, there were a number of claims or risk exposures in various stages of resolution. The City has made no specific provision for those where the outcome is presently not determinable.

(d) Municipal Insurance Association of British Columbia ("Association"):

The City is a participant in the Association. Should the Association pay out claims in excess of premiums received, it is possible that the City, along with other participants, would be required to contribute towards the deficit. Management does not consider external payment under this contingency to be likely and therefore, no amounts have been accrued.

(e) Contractual obligation:

The City has entered into various contracts for services and construction with periods ranging beyond one year. These commitments are in accordance with budgets passed by Council.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

18. Commitments and contingencies (continued):

- (f) E-Comm Emergency Communications for Southwest British Columbia Incorporated ("E-Comm"):

The City is a shareholder of the E-Comm whose services provided include: regional 9-1-1 call centre for the Greater Vancouver Regional District; Wide Area Radio network; dispatch operations; and records management. The City has 2 Class A shares and 1 Class B share (of a total of 34 Class A and 20 Class B shares issued and outstanding as at December 31, 2019). As a Class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date.

- (g) Community associations:

The City has agreements with the various community associations which operate the community centers throughout the City. The City generally provides the buildings and grounds, pays the operating costs of the facilities, and provides certain staff and other services such as information technology. Typically the community associations are responsible for providing programming and services to the community. The community associations retain all revenue which they receive.

19. Trust funds:

Certain assets have been conveyed or assigned to the City to be administered as directed by agreement or statute. The City holds the assets for the benefit of and stands in fiduciary relationship to the beneficiary. The following trust fund is excluded from the City's consolidated financial statements.

	2019	2018
Richmond Community Associations	\$ 1,877	\$ 1,837

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

20. Taxation and levies:

	2019	2018
Taxes collected:		
Property taxes	\$ 463,679	\$ 433,319
Payment-in-lieu of taxes and grants	27,597	26,369
Local improvement levies	88	265
	491,364	459,953
Less transfers to other authorities:		
Province of British Columbia – School taxes	(190,650)	(177,521)
TransLink	(40,800)	(37,813)
Metro Vancouver	(7,224)	(6,178)
BC Assessment Authority	(6,185)	(6,016)
Other	(30)	(28)
	(244,889)	(227,556)
Less payment-in-lieu of taxes retained by the City	(16,277)	(15,489)
	\$ 230,198	\$ 216,908

21. Other revenue:

	2019	2018
Developer contributions	\$ 27,394	\$ 33,672
Tangible capital assets gain on sale of land	18,205	-
Penalties and fines	4,303	3,784
Parking program	2,091	2,054
Other	10,792	9,168
	\$ 62,785	\$ 48,678

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

22. Government transfers:

Government transfers are received for operating and capital activities. The operating transfers consist of gaming revenue and provincial and federal grants. Capital transfers are included in other capital funding sources revenue. The source of the government transfers are as follows:

	2019	2018
Operating		
Province of British Columbia	\$ 20,602	\$ 21,899
TransLink	3,666	3,593
Government of Canada	1,560	1,700
Capital		
Province of British Columbia	3,968	5,685
TransLink	1,010	1,666
Government of Canada	4,056	50
	\$ 34,862	\$ 34,593

23. Segmented reporting:

The City provides a wide variety of services to its residents. For segment disclosure, these services are grouped and reported under service areas/departments that are responsible for providing such services. They are as follows:

- (a) **Community Safety** brings together the City's public safety providers such as Police (RCMP), Fire-Rescue, Emergency Programs, and Community Bylaws. It is responsible for ensuring safe communities by providing protection services with a focus on law enforcement, crime prevention, emergency response, and protection of life and properties.
- (b) **Utilities** provide such services as planning, designing, constructing, operating, and maintaining the City's infrastructure of water and sewer networks and sanitation and recycling.
- (c) **Engineering, Public Works and Project Development** comprises of General Public Works, Roads and Construction, Storm Drainage, Fleet Operations, Engineering, Project Development, and Facility Management. The services provided are construction and maintenance of the City's infrastructure and all City owned buildings, maintenance of the City's road networks, managing and operating a mixed fleet of vehicles, heavy equipment and an assortment of specialized work units for the City operations, development of current and long-range engineering planning and construction of major projects.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

23. Segmented reporting (continued):

- (d) **Community Services** comprises of Parks, Recreation, Arts, and Culture and Heritage Services. These departments ensure recreation opportunities in Richmond by maintaining a variety of facilities such as arenas, community centres, pools, etc. It designs, constructs and maintains parks and sports fields to ensure there is adequate open green space and sports fields available for Richmond residents. It also addresses the economic, arts, culture, and community issues that the City encounters.
- (e) **General Government** comprises of Mayor and Council, Corporate Administration, and Finance and Corporate Services. It is responsible for adopting bylaws, effectively administering city operations, levying taxes, legal services, providing sound management of human resources, information technology, City finance, and ensuring high quality services to Richmond residents.
- (f) **Planning and Development** is responsible for land use plans, developing bylaws and policies for sustainable development in the City including the City's transportation systems, and community social development.
- (g) **Richmond Olympic Oval Corporation** is formed as a wholly owned subsidiary of the City. The City uses the Richmond Olympic Oval facility as a venue for a wide range of sports, business and community activities.
- (h) **Richmond Public Library** provides public access to information by maintaining 5 branches throughout the City.

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

23. Segmented reporting (continued):

	Community safety	Utilities	Engineering, public works and project development	Community services	General government	Planning and development	Total City subtotal
Revenue:							
Taxation and levies	\$ -	\$ -	\$ -	\$ -	\$ 230,198	\$ -	\$ 230,198
User fees	-	99,426	12,046	-	-	-	111,472
Sales of services	6,732	4,235	2,476	9,917	7,786	2,284	33,430
Payments-in-lieu of taxes	-	-	-	-	16,277	-	16,277
Provincial and federal grants	99	-	3,707	37	3,545	40	7,428
Development cost charges	-	668	2,412	2,988	2,203	5,531	13,802
Other capital funding sources	-	3,432	11,448	3,783	14,666	5,689	39,018
Other revenue:							
Investment income	-	542	-	-	24,580	-	25,122
Gaming revenue	706	-	-	-	14,434	-	15,140
Licenses and permits	4,588	42	1,009	-	15	7,376	13,030
Other	2,652	3,608	1,202	1,173	51,453	153	60,241
Equity income	-	-	-	-	1,634	-	1,634
	14,777	111,953	34,300	17,898	366,791	21,073	566,792
Expenses:							
Wages and salaries	45,582	13,962	25,595	33,372	29,366	12,425	160,302
Public works maintenance	22	7,465	7,060	1,894	(1,481)	337	15,297
Contract services	55,027	8,944	4,978	4,446	3,673	1,585	78,653
Supplies and materials	2,719	33,219	1,397	13,056	10,748	1,035	62,174
Interest and finance	78	22,918	-	72	3,017	-	26,085
Transfer from (to) capital for tangible capital assets	(27)	3,140	12,829	5,695	275	30,621	52,533
Amortization of tangible capital assets	2,765	8,778	28,888	8,930	10,088	2,023	61,472
Loss (gain) on disposal of tangible capital assets	43	227	193	57	3	78	601
	106,209	98,653	80,940	67,522	55,689	48,104	457,117
Annual surplus (deficit)	\$ (91,432)	\$ 13,300	\$ (46,640)	\$ (49,624)	\$ 311,102	\$ (27,031)	\$ 109,675

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

23. Segmented reporting (continued):

	Total City subtotal	Richmond Olympic Oval	Richmond Public Library	2019 Consolidated	2018 Consolidated
Revenue:					
Taxation and levies	\$ 230,198	\$ -	\$ -	\$ 230,198	\$ 216,908
User fees	111,472	-	-	111,472	102,915
Sales of services	33,430	9,228	89	42,747	39,111
Payments-in-lieu of taxes	16,277	-	-	16,277	15,489
Provincial and federal grants	7,428	2,883	376	10,687	10,355
Development cost charges	13,802	-	-	13,802	17,432
Other capital funding sources	39,018	-	10	39,028	95,859
Other revenue:					
Investment income	25,122	-	20	25,142	20,705
Gaming revenue	15,140	-	-	15,140	16,837
Licenses and permits	13,030	-	-	13,030	13,637
Other	60,241	2,289	255	62,785	48,678
Equity income	1,634	-	-	1,634	1,491
	566,792	14,400	750	581,942	599,417
Expenses:					
Wages and salaries	160,302	9,298	7,763	177,363	162,331
Public works maintenance	15,297	-	2	15,299	13,405
Contract services	78,653	-	445	79,098	73,479
Supplies and materials	62,174	5,042	1,585	68,801	67,919
Interest and finance	26,085	-	4	26,089	23,149
Transfer from (to) capital for tangible capital assets	52,533	-	(289)	52,244	13,307
Amortization of tangible capital assets	61,472	1,628	1,128	64,228	60,542
Loss (gain) on disposal of tangible capital assets	601	4	(37)	568	324
	457,117	15,972	10,601	483,690	414,456
Annual surplus (deficit)	\$ 109,675	\$ (1,572)	\$ (9,851)	\$ 98,252	\$ 184,961

CITY OF RICHMOND

Notes to Consolidated Financial Statements (continued)
(Tabular amounts expressed in thousands of dollars)

Year ended December 31, 2019

24. Budget data:

The budget data presented in these consolidated financial statements is based on the Consolidated Financial Plan adopted by Council on March 11, 2019. The table below reconciles the adopted Consolidated Financial Plan to the budget amounts reported in these consolidated financial statements.

	Financial plan Bylaw No. 9979	Financial statement budget
Consolidated financial plan:		
Revenue	\$ 541,121	\$ 541,121
Expenses	463,338	463,338
Annual surplus	77,783	77,783
Less:		
Acquisition of tangible capital assets	(399,171)	-
Contributed tangible capital assets	(50,350)	-
Transfer to reserves	(69,403)	-
Debt principal	(4,951)	-
Add:		
Capital funding	417,161	-
Transfer from surplus	28,931	-
Annual surplus	\$ -	\$ 77,783

25. Comparative information:

Certain comparative information has been reclassified to conform to the consolidated financial statement presentation adopted for the current year.

26. Subsequent event:

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This situation presents uncertainty over the City's future cash flows, and may have a significant impact on the City's future operations. In response to the outbreak, the City has temporarily closed some of its facilities. Potential impacts on the City's business could include future decreases in revenue and delays in completing capital project work. As the situation is dynamic and the ultimate duration and magnitude of the impact on the economy are not known, an estimate of the financial effect on the City is not practicable at this time.

CITY OF RICHMOND
Schedule of Guarantee and Indemnity Agreements for 2019

Section 5

A Schedule of Guarantees and Indemnity payments has not been prepared as the City of Richmond has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Prepared under the Financial Information Regulation, Schedule 1, Section 5

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Elected Officials for 2019

Name	Title	Benefits &			Expenses
		Base Salary	Other ¹		
Brodie, Malcolm	Mayor	\$ 174,314	\$ 22,397	\$	6,612
Au, Chak	Councillor	69,539	12,258		4,870
Dang, Derek	Councillor	-	110,205 ²		-
Day, Carol	Councillor	79,037	13,646		1,296
Greene, Kelly	Councillor	69,539	11,358		2,816
Johnston, Ken	Councillor	-	75,230 ²		-
Loo, Alexa	Councillor	79,037	13,671		6,970
McNulty, William	Councillor	79,037	13,584		963
McPhail, Linda	Councillor	79,037	12,869		6,737
Steves, Harold	Councillor	79,037	13,478		2,241
Wolfe, Michael	Councillor	79,037	12,684		1,189
Total		\$ 787,614	\$ 311,380	\$	33,694

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle allowance)

² Lump sum payouts due at the termination of service

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Aarons, David	\$ 126,683	\$ 7,381	\$ 2,730
Achiam, Cecilia	220,083	41,382	1,948
Adair, Darrin	64,209	17,635	99
Adams, Clay	88,178	7,696	-
Adams, Reg	96,456	2,853	-
Adamson, Claire	104,653	4,682	6,215
Allas, Benjamin	62,676	13,729	-
Allen, Michael	114,628	10,451	419
Alves, Luis	103,659	31,001	-
Anderson, Adam	98,474	8,188	-
Anderson, Christopher	61,855	19,038	222
Anderson, Mark	43,128	45,830	-
Anderson, Matthew	68,124	7,921	796
Andersson, Bengt	80,562	2,147	1,243
Anselmo, David	80,902	1,964	194
Araki, Stephen	61,695	16,540	307
Arcand, Daniel	83,017	6,639	99
Armstrong, Warren	65,213	33,254	-
Arneson, Christina	77,338	6,059	428
Arrigo, Stephen	87,735	28,950	1,015
Askwith, Stephanie	83,520	983	-
Atva, Tina	69,889	9,382	1,135
Atwal, Bhupinder	83,097	7,211	-
Aujla, Jag	98,855	5,508	705
Ayers, Elizabeth	155,355	16,648	8,187
Babalos, Alexander	98,490	17,646	-
Bachynski, Laurie	163,536	12,544	-
Badra, Marcos	110,404	2,085	873
Badyal, Sara	100,701	3,766	773
Bains, Mandeep	116,481	4,763	5,554
Bajwa, Akhtar	66,139	30,072	-
Baker, Danny	98,479	2,082	-
Baker, Steven	92,599	11,905	3
Baluyot, Hilario	67,409	16,390	1,366
Bardin, Harjap	106,670	9,409	475
Bardock, Jason	72,923	3,312	794
Barkley, Matthew	98,463	14,249	-
Barlow, Kenneth	114,000	8,091	-

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other¹	Expenses
Barlow, Paul Graham	101,426	9,271	-
Barnes, Richard	144,028	5,062	-
Barr, Jeff	77,368	963	-
Barstow, Murray	92,145	10,545	810
Bartley-Smith, Brenda	113,991	5,567	1,650
Barwin, Simon	92,165	19,844	-
Basraon, Avtar	62,619	42,463	1,351
Bath, Paul	87,658	19,350	-
Batke, Wilfred	81,629	11,945	-
Batkin, Wayne	120,774	12,093	-
Batra, Amritpal	75,873	4,175	2,942
Bauder, Kristine	92,599	7,894	197
Baumeister, Richard	80,063	15,898	86
Bavis, Nathan	101,431	26,276	-
Baxter, Jennifer	70,611	10,373	-
Beare, Adam	101,442	3,050	364
Beaulne, Guy	70,624	6,928	-
Beeby, James	101,424	23,462	112
Beetstra, Jack	105,951	7,185	-
Begg, Pam	67,782	7,923	-
Beley, Scott	75,780	1,239	-
Bennett, Shayne	101,440	12,351	-
Benning, Dal	109,555	3,248	-
Bennington, Monica	80,685	14,689	296
Bentley, Sharon	81,303	1,448	1,252
Berg, Debra	77,357	4,162	-
Berg, Wayne	84,861	3,100	2,477
Bergsma, Jacob	60,977	22,357	176
Bergsma, Nolan	83,110	9,349	395
Bergsma, Peter	97,423	27,400	-
Biason, Evangel	77,357	5,672	-
Bie, Lloyd	151,614	21,329	1,553
Billings, Alan	101,706	16,426	2,815
Bishay, Soraya	75,153	2,415	-
Black, David	66,384	10,949	-
Bleidistel, Michael	96,456	14,963	1,385
Bogner, Christopher	73,414	25,534	1,535
Bola, Kulwinder	101,442	9,446	429

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Name	Base Salary	Benefits & Other ¹	Expenses
Bolton, George	73,830	10,362	-
Bonato, Steven	101,442	2,809	40
Bosley, Janine	78,906	1,998	-
Bowley-Cowan, Laura	106,539	6,716	262
Bowman, Joshua	91,836	12,073	-
Boyal, Amarjit	64,478	12,748	-
Brannen, Andrew	101,431	28,763	-
Brar, Amaritpal	113,908	9,469	303
Braun, Robert	81,590	4,178	-
Bredeson, Lance	156,741	10,541	5,093
Broughton, Skyler	81,673	37,410	819
Brownlee, David	100,710	4,926	-
Brunskill, Jason	123,758	2,936	-
Buchannon, William	123,758	10,533	-
Buemann, Tricia	98,613	4,529	3,882
Buie, Dovelie	130,286	6,192	2,756
Bulick, John	101,413	11,438	1,165
Burbidge, Scott	79,606	2,701	194
Burgess, Tyson	77,374	10,598	-
Buric, Tony	81,483	2,540	1,514
Burner, Melanie	81,629	2,885	251
Burns, Brendan	156,074	10,425	4,283
Bursey, Bradley	92,181	24,135	99
Burt, Christopher	65,478	28,539	99
Bustillo, Juanito	61,511	14,319	672
Bustillo, Michael	61,329	16,574	2,022
Butler, Jason	80,227	20,411	656
Buttar, Onkar	85,081	3,420	-
Bycraft, Suzanne	141,223	8,270	4,549
Byrne, Daisy	73,297	3,511	353
Cabatic, Allan	100,017	12,750	1,931
Camacho, Alexander	78,355	2,307	-
Candusso, Giorgio	87,952	4,035	-
Cantarella, Lorraine	100,504	10,336	2
Capogna, Nan	88,743	11,649	-
Capuccinello Iraci, Anthony	219,083	57,000	3,020
Caravan, Joan	96,442	4,829	54
Carey, Alisa	82,666	5,296	-

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Name	Base Salary	Benefits & Other ¹	Expenses
Carlile, Tanner	81,075	7,029	-
Carron, Kimberley	88,742	2,777	8
Carter, Chris	82,423	11,776	-
Carter-Huffman, Suzanne	114,275	12,689	-
Cerantola, Davin	101,431	17,281	-
Chai, Sandra	130,286	8,370	4,228
Chaichian, Camyar	92,599	2,689	2,689
Chan, Christopher	95,549	5,532	904
Chan, Donna	139,788	7,108	544
Chan, Donna L	75,711	3,364	19
Chan, Ian	77,630	4,944	3,675
Chan, Kavid	96,456	14,923	-
Chan, Milton	155,552	28,865	965
Chand, Amit	75,069	21,007	188
Chandra, Ryan	91,565	17,016	-
Chang, Yvonne	75,153	2,621	950
Cheema, Felicia	66,672	16,760	-
Cheng, Reinaldo	101,463	5,615	1,332
Cheuk, Chun Yu (Tom)	83,060	15,335	4,128
Chiang, Paul	94,788	7,574	1,652
Chima, Jaspal	81,619	26,779	181
Chin, Donald	119,764	8,144	-
Ching, Ka Wai	78,355	2,676	-
Ching, Mike	113,999	11,799	1,278
Choiselat, Sasha	78,355	1,482	1,092
Chong, Jerry	173,702	45,760	1,303
Chou, Yu-Hsuan	79,134	10,672	116
Chow, Joanne	92,223	1,510	1,453
Christopherson, Tracy	78,362	1,914	-
Chu, Anthony	62,607	26,242	-
Chu, Vincent	130,286	6,253	528
Chung, Leon	81,057	8,947	-
Cinquemani, Leonardo	67,399	13,159	342
Clark, Alison	101,431	11,571	-
Clarke, Tristan	78,736	3,087	3,703
Clarkson, Neil	78,842	1,398	115
Clarkson, Reena	70,575	4,628	9
Close, Kirsten	99,836	6,065	2,511

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Name	Base Salary	Benefits & Other ¹	Expenses
Clow, Arnold	120,905	42,034	-
Cockburn, Paul	83,044	10,347	-
Collinge, Chris	80,482	2,523	4,537
Cook, Tara	81,623	2,404	-
Cooper, Bradley	123,739	25,885	-
Cooper, James	153,290	21,345	1,922
Cordoni, Raymond	150,488	17,867	-
Cornelssen, Kelvin	103,972	15,743	1,631
Corrado, Mark	133,081	9,042	184
Craddock, Jeffrey	80,475	4,865	267
Craig, Wayne	173,702	27,341	1,700
Creighton, Gregg	92,193	2,974	-
Crocker, Colleen	77,161	2,421	-
Cruz, Louella	70,599	6,448	6
Csepany, Andras	88,020	4,112	-
Culshaw, Steven	61,201	21,882	3,677
Curry, Anthony	101,442	10,939	515
Dacey, Shaun	96,456	5,361	751
Dadwal, Kam	70,474	4,938	838
Dalla, Rajneesh	74,102	3,935	2,208
Dalziel, Jeffrey	101,300	19,754	-
Davidson, Frank	92,178	11,684	-
Davies, Dean	61,618	19,113	1,462
Davies, Sean D	62,504	33,514	99
Davies, Sean	81,629	4,989	929
de Brouwer, Dave	123,739	14,066	-
de Crom, Theodore	137,104	22,331	4,803
De Sousa, Steven	79,387	5,920	534
De Visser, Chee	100,408	5,043	4,592
Deane, Gregory	85,639	32,366	-
Decker, Kim	111,764	7,394	2,653
Deer, Angela	96,570	4,906	227
DeGianni, Rod	121,536	36,113	-
Del Rosario, Susan	77,098	2,782	-
DeMatos, Steve	70,666	5,383	-
Demers, Michel	77,477	5,516	969
Dennis, Alison	101,032	4,943	738
Dhaliwal, Kamaljit	92,599	12,026	139

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Name	Base Salary	Benefits & Other ¹	Expenses
Dhaliwal, Manjinder	80,666	3,828	749
Dhanowa, Dalvinder	80,653	18,370	487
Dharampal, Jasjit	79,586	4,153	20
Dhillon, Kearnbir	101,424	9,155	-
Dhillon, Navtej	98,474	19,524	-
Dias, Ben	139,788	24,494	87
Dickson, James	101,481	7,145	-
Dineen, Scott	101,415	11,360	418
Discusso, Matthew	76,995	3,890	224
Discusso, Peter	112,463	27,778	652
Dixon, Scott	101,415	11,048	-
Dohanic, Mike	73,825	8,647	-
Donald, Gary	67,416	17,641	477
Donohue, Christopher	61,235	14,123	1,089
Douglas, Stewart	101,431	13,866	1,502
Draper, Jason	102,513	36,274	14
Drawc, Chris	75,769	1,422	-
Duarte, Victor	92,599	1,637	13
Dube, Danielle	98,472	6,540	-
Dubnov, Shawn	92,163	24,233	310
Duddles, Kevin	83,136	1,675	231
Duggan, Christine	95,900	4,865	3,219
Duncan, George	319,294	40,986	6,132
Duncan, Scott	124,005	13,900	-
Dunn, Darrell	59,346	22,511	-
Dunn, David	101,431	14,500	111
Duranleau, Sonia	101,426	18,176	-
Dusanj, Sukhjeevan	73,824	6,954	99
Dyer, Sean	87,418	21,801	3,265
Ebert, Marcus	61,869	19,407	183
Edwards, Brenda	78,161	5,017	-
Edwards, Sara	101,415	3,491	-
Ellis, Joshua	61,472	14,148	4,124
Elmore, Jeanette	87,898	3,766	560
Elshof, Eric	123,758	16,265	-
Enefer, John	123,736	6,627	-
Eng, Kevin	100,713	12,574	-
Erceg, Joe	234,665	80,148	718

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Name	Base Salary	Benefits & Other ¹	Expenses
Erickson, Barbara	85,286	21,321	25
Esko, Jamie	140,485	6,564	877
Estabrook, Russell	80,482	6,886	540
Eward, Cindy	92,599	3,877	928
Falconer, Todd	123,758	5,098	-
Falkenham, Gregory	61,318	24,970	176
Farrell, Daniel	85,097	3,902	-
Fasciani, Mary Ann	78,193	2,903	-
Fatiaki, Kamoe	61,526	19,826	176
Fedoruk, Lisa	84,883	12,698	64
Fengstad, Grant	173,782	22,260	4,643
Fenwick, Marie	128,255	11,052	3,316
Ferland, Khadija	107,892	10,015	2,435
Fernandes, Carlos	80,653	6,652	381
Ferraro, Domenic	92,175	14,732	99
Findlay, Pauline	82,268	4,004	506
Fitton, Russell	101,632	10,930	-
Fletcher, Mark	61,122	19,326	524
Fleury, Shane	62,158	19,723	-
Fong, Mindy	62,649	33,736	-
Fong, Patrick	96,693	10,917	404
Ford, Larry	139,540	21,830	9
Forrest, Rebecca	90,480	6,045	123
Frampton, Michael	101,442	7,453	-
Fraser, Kevin	86,407	2,362	1,420
Frederickson, Gordon	81,629	3,198	-
Friess, Paul	80,607	4,100	776
Fyrk, Terry	67,414	14,757	-
Galano-Tan, John	88,743	11,700	950
Galbraith, Adam	101,440	17,282	3,076
Gallant, Roger	61,231	16,136	-
Galloway, Shane	80,223	17,604	295
Gardiner, Rock	78,935	937	1,118
Gauvin, Darnell	61,629	15,156	502
Gee, Peter	82,991	4,332	-
Gelz, Earl	92,200	3,624	-
Gibson, Christina	81,629	3,766	-
Gilbert, Daniel	61,588	33,130	1,149

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Name	Base Salary	Benefits & Other ¹	Expenses
Gilfillan, Cindy	130,286	8,370	7,017
Gilfillan, Kris	92,170	39,091	188
Gilfillan, Terry	17,692	145,133	-
Gill, Manraj	87,577	3,881	1,194
Gill, Raminder	101,415	3,832	4,506
Gillis, David	100,713	5,645	151
Gillon, Robert	84,564	3,686	642
Girard, Terrance	59,579	16,164	366
Giroux, Daniel	73,868	1,724	1,251
Glahn, Brad	90,527	60,016	-
Goll, Sharil	81,645	2,684	-
Gondos, Kyle	62,728	28,534	3,014
Gonzalez, Roberto (Estate)	166,153	454,183	-
Gounder, Krishna	81,629	2,163	-
Graebel, Gordon	144,037	8,408	-
Graham, Ronald	64,095	19,855	-
Grauer, Craig	70,872	9,530	775
Gray, Kevin	150,533	22,932	2,612
Greenlees, Matthew	82,553	11,856	-
Griffin, Kevin	103,402	22,988	-
Griffin, Michael	101,442	7,697	1,502
Griffith, Michael	77,470	7,135	761
Gronlund, Todd	105,448	24,673	-
Gross, Todd	148,077	16,130	1,739
Gushel, Brad	92,192	33,674	-
Haer, Sunny	81,151	7,058	-
Hahn, Ruth	100,706	3,606	718
Halldorson, Arnie	92,179	21,401	484
Hamaguchi, Trevor	98,463	14,519	-
Hamalainen, Juha	83,108	4,971	-
Hamilton, Jameson	83,110	6,387	-
Hanna, Kenneth	81,477	6,469	-
Hansen, Terry	123,744	4,657	-
Harris, David	101,426	6,243	637
Harris, Douglas	123,739	13,845	-
Hatzistamatis, Stamatis	69,516	9,979	-
Hayes, Jennifer	156,537	10,063	4,201
Heap, Nicholas	114,000	11,570	250

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Name	Base Salary	Benefits & Other ¹	Expenses
Heathe, Gerina	76,922	4,149	-
Heidrich, George	83,100	11,920	1,296
Heinrich, George	92,178	10,389	99
Henderson, Derek	80,945	2,439	790
Henderson, George	67,086	12,580	-
Heng, William	109,224	11,741	2,383
Herbert, Nicholas	70,575	26,309	1,058
Hertha, Deborah	100,258	5,011	3,084
Hickey, Paula	78,355	4,110	46
Hill, James	98,479	18,502	-
Hill, Sheila	81,629	1,983	-
Hilton, Vanessa	92,084	18,606	-
Hingorani, Sonali	114,000	6,682	1,764
Hinman, Gregory	98,490	9,515	-
Ho, Jason	122,061	9,988	948
Ho, Mei Ping	101,844	22,377	950
Ho, Michael	61,693	24,450	-
Ho, Wing Chun	78,355	4,205	69
Hobman, Lisa	156,060	10,487	6,326
Hoff, Paul	123,725	7,251	-
Hoff, Tresse	90,910	3,149	1,463
Hoffard, Grant	79,029	1,449	277
Hogan, Angela	81,629	5,171	15
Hogan, Ruth	71,987	4,426	-
Homeniuk, Alexander	82,024	4,720	1,045
Hopkins, John	118,434	10,688	1,135
Horstmann, Michelle	77,357	4,162	-
Howe, Shawn	83,170	4,435	-
Huang, Leo	93,205	2,857	899
Hui, Albert	77,373	2,090	1,317
Hui, Gerry	80,016	6,289	950
Hui, Ka Yi	96,446	5,256	3,350
Humhej, Jerry	101,523	20,599	522
Hung, Edward	114,130	19,657	936
Hunter, Derek	92,104	22,001	315
Huynh, Linh	81,623	3,183	149
Ince, David	140,743	17,640	19
Irvine, Katherine	85,104	8,414	1,544

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Name	Base Salary	Benefits & Other ¹	Expenses
Irving, John	195,182	31,848	8,054
Isaac, Darryl	101,424	17,022	-
Ison, Marvin	101,426	17,849	-
Iuliano, Mike	79,422	1,291	541
Jacobo, Erwin	83,505	3,268	-
Jacobsen, Carl	83,113	1,239	-
Jaggs, Gordon	112,882	7,869	-
James, Craig	80,948	2,241	1,638
Jansen, Sandra	143,988	8,645	142
Jaswal, Harpreet	74,652	3,155	3,669
Jauk, Liesl	119,270	9,488	2,098
Javadi-Doodran, Yashar	75,444	6,257	562
Jeffcoatt, Steven	123,744	12,807	-
Jeffrey, Preston	61,625	13,401	356
Jesson, Claudia	127,260	11,405	-
Jessop, Kyle	61,307	19,438	315
Jesty, Brian	62,229	15,684	66
Jochimski, Colin	81,112	24,545	150
Johal, Bill	95,697	19,176	116
Johal, Jatinder	130,286	10,647	993
Johnson, Thomas	123,744	18,542	-
Johnson, Trevor	144,053	10,069	-
Johnston, David	124,409	24,821	-
Jones, Alan	117,676	16,740	3,155
Jones, Debra	81,629	2,513	43
Jones, Glen	78,771	9,751	540
Jones, Michele	71,981	4,387	-
Jorger, Ben	88,018	3,219	99
Jut, Jeffrey	62,565	19,634	72
Kam, Marilyn	93,574	5,533	741
Kam, Richard	101,442	5,714	-
Karpun, Mark	123,725	2,729	-
Keating, Roger	108,839	6,438	368
Keenan, Bernadette	78,355	2,832	642
Kelder, Randall	123,739	18,046	-
Kelly, Michael	123,744	11,195	-
Kelly, Patrick	91,563	19,545	-
Kendall, Donald	61,557	18,317	417

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Name	Base Salary	Benefits & Other ¹	Expenses
Kenny, Richard	78,348	2,486	420
Khatami, Eileen	59,903	24,623	1,484
Kiesewetter, Harold	98,352	8,197	-
Kinney, Gary	91,830	22,277	68
Kirichuk, Iryna	96,454	3,462	-
Kirk, Wes	64,549	11,458	-
Kita, Jason	153,211	7,062	11,641
Kivari, Mia	101,431	11,339	-
Klomp, Frederik	98,487	8,476	-
Knowles, Thomas	80,315	7,711	-
Konkin, Barry	155,887	16,555	-
Kopp, Brent	123,744	9,806	-
Koster, Kristine	78,592	5,251	152
Kotze, Arthur	113,805	7,889	4,906
Kovacs, James	61,734	16,321	170
Kovich, John	82,008	3,050	-
Krohnke, Norman	73,870	1,587	-
Kruk, Robert	67,274	11,822	595
Krumenacker, Kurtis	61,202	26,646	820
Krungtanmueng, Bunruen	61,663	16,350	645
Kube-Njenga, Jennifer	110,687	6,516	2,162
Kucher, Leanne	75,146	2,329	1,513
Kulusic, Stephen	81,624	1,803	540
Kumar, Amit	59,992	15,169	1,536
Kump, Will	81,623	4,099	-
Kurnicki, Alexander	101,642	3,240	4,894
Kurta, Stanley	96,456	8,365	-
Kuzik, Jared	78,113	10,993	675
Kuznik, Gregory	61,389	14,957	-
Laboucane, Kenneth	67,535	19,522	297
Lai, Emy	66,384	11,261	495
Lai, Patrick	68,208	17,579	168
Laidlaw, Scott	80,302	6,799	952
Laing, Kari	126,499	8,229	959
Laird, Scott	62,158	21,242	665
Lam, Annie	79,390	2,721	-
Lamont, Ryan	123,758	13,668	-
Lannard, Kevin	88,735	2,247	1,592

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Name	Base Salary	Benefits & Other¹	Expenses
Lau, Arnold	72,832	2,178	707
Lawless, Ann	83,114	833	2,122
Lazar-Schuler, Christina	81,628	1,443	50
Ledezma, Gonzalo	101,415	12,834	116
Lee, Andrea	77,357	4,778	-
Lee, Edwin	85,099	3,734	1,978
Lee, James	78,390	7,357	1,029
Lee, Jeff	85,724	7,770	1,283
Lee, Tsz Hin	58,034	19,661	-
Lee, Wun Fung	85,082	15,480	-
Legear, Loryn	75,903	4,125	813
Lehbauer, Jordan	101,417	11,368	2,005
Leiva, Anastacio	98,472	15,068	-
Lemaire, Joel	114,700	8,679	-
Leney, Kyle	102,534	25,564	-
Lepine, Carol	81,629	2,147	19
Leung, Alan	72,309	4,514	-
Leung, Chi Choi	96,447	4,943	-
Leung, Michael	77,368	8,394	552
Leung, Simon	78,355	12,582	-
Lewis, Arthur	123,739	31,825	-
Li, Alvin	72,891	3,524	51
Li, Jessie	92,661	16,229	-
Lin, Fred	131,027	8,124	2,074
Lin, I-Fang	89,431	3,678	-
Linares, David	60,991	18,492	830
Lincoln, Dawn	75,153	6,022	-
Lindenbach, Greg	98,502	5,522	-
Liu, Douglas	72,444	4,389	180
Liu, Marcus	100,713	4,345	-
Liu, Yaduo	78,977	2,478	406
Livingston, Amy	74,869	3,276	129
Livingston, Steve	123,758	5,749	-
Lloyd, Adrian	82,689	10,004	-
Lloyd, Susan	104,981	7,563	106
Lo, Judy	75,152	7,785	-
Lo, Man Yi	73,859	2,540	-
Lochbaum, Kim	69,134	28,261	475

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Name	Base Salary	Benefits & Other ¹	Expenses
Loran, Gerry	92,200	1,609	-
Louie, Beayue	98,829	12,165	-
Lovett, Andrew	91,498	18,181	2,067
Lowe, Aaron	62,242	18,433	288
Luk, Becky	75,153	1,854	-
Luk, Yun	85,099	38,163	788
Lum, Robert	95,083	15,837	-
Lum-Thompson, Shawna	91,592	4,697	1,198
Lusk, Serena	215,745	27,384	8,211
Lussier, Cynthia	85,098	4,020	-
Lyon, Grant	65,667	15,592	442
Ma, Cliff	101,442	6,421	-
Ma, Ming Yi	82,599	8,887	14
Ma, Nicole	85,074	4,057	-
Macalisang, Antoni	75,290	4,045	226
MacArthur, Gordon	77,374	399	1,268
MacDonald, Lisa	77,247	1,822	2,272
MacEachern, Karen	92,599	2,374	23
Mack, Kelly	76,650	3,616	6
Mack, Rodney	74,009	31,047	325
MacKinnon, Cameron	71,733	4,293	1,592
MacKinnon, Deb	100,612	27,660	-
MacLeod, Brian	123,761	11,023	-
MacNeill, Thomas	97,274	18,390	2,469
Mah, Cheryl	71,608	4,829	-
Mahon, Steve	92,599	3,144	267
Maksymchuk, Chuck	61,550	18,530	-
Maldonado, Tanya	75,147	6,219	-
Mand, Paul	83,080	1,630	204
Mander, Daljit	81,623	23,813	1,003
Manke, Gordon	83,226	11,460	-
Mann, Amraj	80,531	6,785	780
Marcotte, Ford	61,544	22,768	-
Markham, Maria	77,283	36,764	-
Marquez, Christopher	79,875	8,373	505
Martin, Cindi	73,056	29,161	-
Martin, Paul	101,422	9,869	171
Massender, Ian	122,792	3,570	-

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other¹	Expenses
Matheson, Kathy	66,139	20,403	-
Maxwell, Mark	83,117	6,388	-
Maxwell, Michael	111,595	27,899	-
McCaffrey, John	72,704	3,241	-
McCall, Robert	98,479	21,403	77
McCluskey, Ryan	101,426	11,270	-
McCluskey, Shawn	111,868	10,539	-
McConkey, Patrick	98,490	16,315	1,976
McCullough, Cameron	95,668	3,438	-
McDonald, Michael	81,066	12,191	-
McDougall, Mitch	70,185	8,139	-
McElgunn, Jennifer	101,424	7,433	1,986
McGee, David	81,623	2,647	-
McGowan, Jared	59,613	26,165	1,286
McGrath, Alan	141,889	14,758	6,363
McKenzie-Cook, Christopher	92,189	33,660	1,905
McMillan, Richard	123,744	11,061	-
McMullen, Mark	130,286	8,370	1,135
McPhedrian, Matthew	59,898	16,214	-
McVea, Aidan	123,758	18,589	75
Mearns, Jonathan	96,439	5,236	5,414
Medhurst, Colin	88,240	16,565	-
Melnychuk, John	88,743	3,666	1,638
Memon, Wasim	96,454	58,877	201
Mercer, Barry	87,810	44,689	-
Mercer, Noel	61,545	21,412	-
Metzak, Brian	101,413	16,992	-
Milford, Wendy	78,349	8,889	-
Miller, Chad	90,634	27,288	938
Miller, Jesse	62,136	21,076	1,323
Mills, John	123,578	81,556	225
Mills, Warren	82,398	3,300	1,577
Minshall, Travis	82,984	2,719	-
Mitzel, Dale	81,629	19,636	892
Moffat, Denton	70,878	10,791	99
Mohan, Colin	123,866	18,643	-
Molema, Kenneth	108,885	19,086	-
Monkman, Thomas	123,725	15,877	-

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Moore-Dempsey, Erin	98,465	14,778	-
Mora, Jamie	101,424	10,051	-
Morin, Michel	81,629	3,509	-
Morison, Douglas	98,474	5,723	-
Morizawa, Paul	75,147	8,041	678
Morris, Aila	74,887	2,598	16
Morris, Allen	104,609	6,021	1,339
Morris, Sarah	93,515	10,066	2,381
Morrison, Lesley	130,286	8,898	451
Moss, Kelly	101,553	22,460	-
Mossman, Cody	61,816	24,547	476
Moxin, Greg	87,508	24,461	287
Muir, Morgan	81,629	2,554	-
Mulhall, Laoise	67,461	7,689	825
Muller, Shane	73,871	15,471	287
Mullock, Kevin	123,758	17,698	1,694
Mumblo, Ian	81,171	4,795	-
Murao, Dustin	98,479	16,436	-
Murray, Ken	101,338	20,692	-
Muter, Heather	101,156	5,530	1,871
Myler, Stefanie	81,629	2,351	-
Nagata, Darren	90,544	24,071	-
Nathorst, Dave	88,000	10,055	258
Nazareth, Andrew	234,665	73,578	2,150
Neidig, Brad	74,864	93,706	-
Nenno, Pierre	59,286	23,438	430
Neufeld, Tammy	83,120	3,455	99
Newell, Allan	101,431	4,128	-
Newstead, Blair	81,629	2,439	-
Ngan, Venus	130,286	7,545	1,476
Nguyen, Jennifer	104,837	5,266	950
Nickel, Christel	98,472	11,913	-
Nickel, Sarah	81,619	17,695	-
Nikolic, Diana	114,000	6,750	1,488
Nishi, Casey	80,688	6,295	651
Nishi, Grant	92,592	3,231	34
Nivens, Michael	80,514	12,955	790
Nolan, Mark	80,629	17,704	-

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other¹	Expenses
Northrup, Trevor	101,553	12,065	1,314
Norton, Ian	77,327	4,083	378
Oborne, Renata	94,811	35,893	863
O'Brien, Richard	61,461	19,704	198
Ogis, Peter	98,474	6,571	-
Olson, Brandon	90,720	16,314	169
Orr, Richard	77,365	14,281	150
Osemwingie, Jennifer	68,795	14,641	1,802
Ouellet, Justin	83,106	36,195	657
Oviedo, Jose	80,860	15,655	-
Paller, Elena	114,000	5,850	2,083
Palliser, Howard	81,629	3,048	-
Pang, Serene	80,193	3,530	3,433
Parhar, Gurdawar	101,424	4,425	364
Park, Minhee	86,691	2,832	534
Parker, Cory	132,965	12,479	215
Paterson, Kenneth	79,572	18,758	-
Patkau, Brad	102,718	18,951	-
Patrick, Terry	75,453	61,181	-
Paulin, Chad	113,840	7,168	1,674
Pedersen, Brian	61,545	13,554	1,389
Penney, Daniel	104,018	16,155	70
Penrose, Trevor	71,517	18,099	1,221
Perkins, Michael	101,440	23,219	3,496
Picado, Sylvio	71,427	5,168	650
Pighin, Darren	101,584	10,348	-
Piluso, Riccardo	74,544	10,994	434
Pinkney, Jason	101,616	7,682	1,686
Pitts, Dermott	92,844	31,155	326
Plishka, Miriam	96,431	4,203	1,590
Poole, Travis	60,300	22,329	389
Porlier, Sheila	100,422	5,047	95
Powell, Jo Anne	77,417	7,168	207
Poxon, Gerald	101,440	17,303	-
Price, Peter	77,360	131,748	-
Priest, Stephen	92,077	6,941	30
Protz, Gregory	123,739	8,020	-
Puddicombe, Alan	70,607	5,217	524

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Qaddoumi, Hikmat	100,713	23,338	-
Quan, Stanley	65,441	22,650	181
Quinn, Star of Peace	98,123	10,572	-
Quon, Howard	81,629	7,802	100
Racic, Mile	121,009	6,139	911
Ramirez, Antonio	78,347	11,652	49
Ramos, Dinos	87,992	490	99
Ramsden, Rachel	66,769	10,683	96
Raschpichler, Norma	81,629	6,572	-
Redlinski, Jacek	88,551	3,948	1,778
Redzic, Vesna	96,456	2,477	-
Reis, Joshua	119,424	7,874	633
Rempel, Timothy	65,375	17,120	-
Rende, Michael	101,431	21,461	-
Renwick, Rick	144,019	1,974	184
Revell, Michael	83,089	5,770	591
Richards, David	109,980	10,035	1,399
Ricketts, Terry	81,553	2,796	-
Roberts, Lance	85,998	14,582	816
Robertson, Cameron	77,475	5,397	116
Robie, Colin	87,384	8,210	2,987
Robles, Miguel	83,113	7,704	650
Robson, Mark	101,424	7,662	40
Rocha, Carlos	92,599	4,291	10
Rodriguez, Edgar	118,684	9,252	276
Rogal, Peter	73,876	12,950	-
Romas, Mike	115,801	7,100	1,841
Roszkowski, Ailie	80,645	3,302	897
Rowley, Darren	101,431	24,915	95
Ru, Zhi	81,597	2,074	950
Rushton, Wade	70,559	4,951	1,017
Russell, Paul	101,431	13,789	926
Russell, Peter	156,061	16,756	4,124
Ryan, Bhavani	81,171	6,766	-
Ryle, Brendan	80,067	1,417	1,243
Sadokha, Liudmila	81,242	1,909	133
Saggers, Paul	88,743	4,318	1,471
Saito, Aaron	102,894	26,968	-

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Sakai, Ross	81,623	6,843	-
Sakurai, Hanae	75,153	5,036	996
Salameh, Alexander	95,653	15,480	-
Salem, Sophia	78,355	2,590	93
Salmasi, Kamran	88,743	6,987	-
Salzl, Maria	113,991	5,117	1,203
Samson, Brent	101,412	12,251	-
Sander, Amarjit	83,103	3,439	49
Sandhu, Amritpal	87,058	3,708	396
Sandhu, Parmel	88,085	2,197	486
Sandhu, Pulvinder	66,885	20,039	238
Sangha, Rajvinder	101,442	9,196	926
Santos, Victor	80,919	11,897	1,191
Savoie, Gilbert	85,097	6,775	2,725
Sawada, Stephen	98,474	27,876	-
Sayson, Alexander	96,456	8,309	-
Schell, Terry	123,758	10,361	-
Schiedel, Tyler	98,490	19,623	-
Schlossarek, Teresa	85,104	14,128	-
Schroeder, Scott	92,592	6,403	101
Schultz, Jeremy	101,431	21,716	364
Schultz, Kim	61,614	14,902	1,007
Schultz, Peter	83,067	1,063	387
Schultz, Susan	77,975	19,494	-
Sciberras, Francis	96,456	3,048	-
Scott, Jason	80,702	7,303	425
Scott, Sean	81,075	16,718	-
Selinger, Edward	123,733	5,812	-
Semple, David	69,678	17,420	56
Sharkey, Christopher	61,635	14,962	409
Sharma, Amen	78,355	4,647	-
Shaw, Geoffrey	67,118	10,339	-
Shaw, Trevor	87,425	9,349	1,396
Shebib, Jodie	84,233	9,104	5,205
Shepherd, Bryan	139,776	17,044	1,231
Sheridan, Conor	93,015	14,188	1,117
Sherlock, Lesley	100,713	8,183	600
Shiau, Melissa	139,776	9,460	1,170

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Shigeoka, Shannon	77,441	6,383	1,417
Sholdra, Brian	98,479	11,956	-
Shum, Chi Ting	96,456	11,733	-
Siemens, Gregory	111,239	6,675	2,826
Sikora, Rose	100,422	5,047	576
Simas, Antonio	96,449	4,458	238
Simkin, Eric	101,442	8,335	364
Simmons, Norman	83,113	2,146	1,218
Simonson, Brock	64,851	12,785	73
Slater, Tanya	98,490	3,896	364
Smail, Robert	61,763	13,860	333
Smith, Mark	110,844	21,126	-
Smith, Michael	101,431	12,867	926
Smith, Suzanne	121,354	8,219	534
Smithers, Todd	67,883	22,257	297
Sodi, Sunjeev	113,608	2,649	2,284
Somerville, Kim	140,153	18,479	658
Sparolin, Eric	137,442	11,753	650
Specht, Darren	70,590	7,886	-
Spencer, Cody	113,057	4,741	1,503
Squarci, Leigh	73,874	1,456	636
Standerwick, Jeffrey	122,811	20,055	1,024
Staples, Kaitlynn	77,360	3,785	214
Stearns-Smith, Paxton	76,210	1,707	-
Stene, Ryan	102,089	21,618	-
Stewardson, Kevin	102,000	16,451	-
Stewart, James	98,474	13,907	-
Stewart, Kathleen	82,419	4,630	1,994
Stewart, Tom	167,040	21,006	508
Stock, Dennis	92,599	10,808	-
Stockdale, Todd	101,424	7,088	412
Stocking, Nicole	101,940	2,217	3,029
Stockley, Ivan Scott	62,156	19,190	561
Stratuliak, John	88,000	8,009	188
Sturrock, Mark	81,084	2,881	462
Sutton, Stuart	123,758	1,948	191
Swanson, Brad	83,923	5,782	-
Sweet, Sue	88,742	2,484	192

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Swift, Brad	123,736	7,373	-
Szutu, Cindy	113,805	10,498	950
Tack, Troy	123,739	31,425	-
Tagger, Manvir	80,600	15,094	782
Tahir, Edwin	85,104	2,279	-
Tait, Kyle	101,415	2,695	150
Talmey Jr, Patrick	82,142	46,460	250
Talmey, Paul	112,880	5,295	-
Tambellini, Denise	80,198	33,705	8,158
Tanyag, Wilbert	77,361	3,407	-
Tarr, Christopher	101,444	11,358	364
Tatchen, Elisabeth	98,490	16,440	2,452
Taylor, Kirk	156,074	12,543	2,236
Taylor, Mervyn	118,301	12,556	-
Teichrieb, Craig	98,474	11,504	722
Tellis, Peter	117,318	2,028	1,510
Teo, James	100,943	13,430	-
Tewfik, Frederic	128,675	7,493	3,407
Thandi, Neera	88,730	2,581	950
Thibodeau, Jon	103,359	5,869	772
Thomas, Bryan	83,106	3,099	322
Thomas, Cindy	127,731	17,288	921
Thomas, Marianne	105,007	2,217	950
Thome, John	71,987	3,040	-
Thrasher, Don	61,548	15,386	320
Tikanmaki, Anna	150,215	30,253	153
Tillmanns, Mike	79,032	2,469	-
Tillyer, Curtis	72,981	3,368	717
Tjepkema, Nicole	81,629	3,549	4
To, Tik Hang	77,255	3,810	2,177
Tobin, Sean	91,590	12,972	-
Toda, Julie-Anne	79,601	3,861	992
Tong, Vanessa	79,077	2,840	-
Tooth, Gregory	85,097	1,505	2,324
TorabiMoghaddam, Niloufar	87,676	6,004	-
Tourigny, Christopher	83,088	460	568
Townsend, Ted	105,976	54,743	284
Townsley, Gail	111,764	5,482	2,320

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Toyoda, Lianne	77,350	4,162	-
Trachta, Serena	107,077	5,242	3,886
Tran, Ton	71,986	9,106	-
Tran, Vu	81,475	2,161	892
Tremayne, Brent	91,502	5,088	-
Tremblay, Gail	67,255	13,844	703
Trotter, Nicole	83,106	2,032	1,075
Truscott, Loic	98,474	15,767	-
Tsang, Jonathan	87,645	3,734	-
Turick, Julia	84,722	5,624	603
Turick, Renata	82,318	7,119	1,203
Tycholis, Kathy	81,629	3,005	-
Ubial, Jessie	85,900	3,762	-
Vallance, Scott	81,616	10,617	-
Van Bemmelen, Tyler	67,872	12,675	-
Van Iperen, Aaron	101,424	6,467	-
Van Neck, Caitlyn	74,601	1,699	-
Vance, Justin	71,438	21,185	623
Vanderwel, Christopher	98,472	21,321	-
Varley, Sue	92,592	4,366	4,312
Varney, Opal Catherine	118,071	6,950	2,435
Vaughn, Jerret	102,364	18,497	-
Velkova, Biliana	84,107	3,087	2,004
Vellani, Omar	81,052	10,719	-
Venturas, Byron	64,461	11,735	-
Villaluz, Jaime	88,743	39,461	267
Virk, Manjit	71,981	4,072	-
Vodchenko, Ivan	77,367	1,590	-
Vrakela, Ivana	96,456	2,516	-
Vrba, Karol	101,431	21,535	-
Vrooman, Rowan	107,008	37,503	-
Wahl, Kevin	123,739	5,171	-
Wakelin, Frank	96,456	25,446	-
Walker, Wesley	123,752	2,492	2,213
Wall, Anthony	101,431	17,100	1,965
Walters, Bryan	121,899	12,669	-
Wan, King-Lun	81,613	19,347	45
Warkentin, Daryle	123,874	20,722	-

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Warren, Darren	88,739	3,075	265
Warzel, Edward	118,061	9,401	541
Weber, David	160,549	24,465	307
Wei, Victor	160,549	22,025	-
Weissler, Forrest	123,673	10,120	1,668
Wellsted, Darryl	123,720	11,246	605
Welsh, Michael	92,811	22,407	-
Weststrate, Jason	80,956	18,608	170
Wheeler, Gregg	114,000	9,403	2,580
White, Amelia	77,357	3,634	400
Whitmarsh, Kevin	77,743	3,535	-
Whittam, Jonathan	62,485	13,922	1,975
Whitty, Robert	118,514	7,681	203
Whyman, Max	61,077	30,136	-
Wild, Danyon	123,744	11,038	-
Wilding, Marianne	74,582	8,821	446
Wilke, Steve	88,060	14,361	188
Wilkinson, Timothy	182,985	50,943	5,932
Williams, Carli	137,047	9,299	1,533
Windsor, Ryan	63,524	29,098	99
Wishlove, Vernon James	154,563	12,200	3,421
Wong, Desmond	96,450	5,215	-
Wong, Ivy	130,275	17,499	975
Wong, William	85,872	35,212	-
Woo, Gavin	69,514	11,122	1,093
Woolgar, John	139,963	19,670	282
Wyatt, Sail	82,988	17,497	-
Wyenberg, Grant	123,744	10,896	-
Wynne, Philip	100,713	3,824	1,594
Xie, Xichen	75,153	2,810	950
Yang, Judy	81,623	1,803	1,242
Yeboah, Patricia	122,359	5,883	705
Yee, David	61,872	13,554	509
Yee, Edmond	72,348	3,716	950
Yee, Stephen	85,049	10,815	381
Yeung, Yuen	88,743	2,737	1,224
Yon, Elisa	65,402	10,464	-
Yoo, John	101,101	14,956	-

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Employee Earnings in Excess of \$75,000 and Related Expenses for 2019

Name	Base Salary	Benefits & Other ¹	Expenses
Young, Brian	70,667	5,943	333
Young, Jim	171,737	15,100	8,336
Younis, Munkith	144,414	14,476	361
Yuhasz, Jennifer	96,456	5,516	186
Zanardo, Wilma	88,743	8,682	-
Zhang, Feng	75,147	7,777	950
Zhang, Ling Yi	74,831	15,509	-
Zukowsky, Doug	73,271	21,228	398
Total	\$ 79,292,378	\$ 10,054,526	\$ 612,367

¹ Consists of taxable benefits (i.e. MSP, group life and vehicle) and lump sum payments such as leave balances owed to employees, union gratuities and union overtime.

CITY OF RICHMOND
Schedule of Remuneration and Expenses

Section 6

Grand Total for 2019

Name	Remuneration ¹		Expenses
Employees Over \$75,000	\$	89,346,904	\$ 612,367
Employees Under \$75,000		48,369,529	191,774
Total	\$	137,716,433	\$ 804,141

¹Combines salary, taxable benefits and other lump sum payouts

The variance between the Schedule of Remuneration and the salaries and benefit expenses reported in the consolidated financial statements of the City are due to various factors including:

- The remuneration schedule is based on actual cash payments made during the fiscal year (including payouts of vacation, union gratuities and union overtime banks) whereas the consolidated financial statement is on an accrual basis;
- The remuneration schedule includes taxable benefits while the financial statements includes items such as non-taxable benefits and employer pension contributions;
- The above remuneration schedule total excludes Council, Richmond Public Library, Richmond Olympic Oval Corporation and Lulu Island Energy Company.

CITY OF RICHMOND
Statement of Severance Agreements for 2019

Section 6

There were 6 severance agreements between the City of Richmond and its employees during 2019

These agreements represent 4 weeks to 13 months of salary and benefits

RICHMOND PUBLIC LIBRARY
Schedule of Remuneration and Expenses for 2019

Section 6

Schedule 1 - Board of Trustees

Name	Position	Remuneration		Expenses
Leung, Robin	Chair	\$	-	\$ 492
Corr, Traci	Vice-Chair		-	490
McPhail, Linda	Councillor		-	-
Gillanders, Chaslynn	Trustee		-	129
Lemon, Danielle	Trustee		-	-
Hawthorne, Denise	Trustee		-	492
Oye, Jordan	Trustee		-	2,656
Hui, Denise	Trustee		-	373
Liu, Caty	Trustee		-	1,323
Total		\$	-	\$ 5,955

Schedule 2 - Employees Earnings in Excess of \$75,000

Name	Remuneration	Benefits &		Expenses
		Other¹		
Adams, Kate	\$ 79,646	\$ 2,958	\$	3,200
Bechard, Anne	109,885	1,160		6,084
Beecroft, Chad	79,211	865		-
Chi, Allen	76,858	850		35
Ellis, J.Mark	116,972	2,144		1,910
Galeano Garcia, Ariana	72,083	4,202		104
He, Ping	83,883	5,721		-
Hrabowsky, Christina	74,000	1,799		-
Jang, Wendy	84,130	633		-
Lai, Victor	89,981	1,912		222
Lee, Iris	109,815	2,039		270
Lo, Dennis	76,920	1,279		-
Rahman, Shaneena	109,885	1,532		2,408
Smith, Lee Anne	93,864	653		-
Vokey, Stephanie	87,337	1,086		-
Walters, Susan	163,649	11,431		4,687
Zhang, Ying	73,235	1,798		
Employees Over \$75,000	\$ 1,581,354	\$ 42,062	\$	18,920
Employees Under \$75,000	4,474,530	197,400		9,754
Total	\$ 6,055,884	\$ 239,462	\$	28,674

¹Consists of taxable benefits (i.e. MSP, group life and AD&D), overtime and lump sum payments such as leave balances owed to employees.

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
1832 Asset Management L.P.	\$ 120,000
3M Canada Company	47,390
A R Mower & Supply Ltd	57,366
Access Information Management of Canada	35,234
Ace Link Fence Ltd	75,382
Acklands Grainger Inc	81,985
Airon Heating & Air Conditioning Ltd	605,541
Alba Construction Ltd	42,325
All-Pro Services Ltd	322,735
Allstar Waterproofing and Restoration System Ltd	38,430
Alm2 Marine Ltd	74,846
Amazon	64,826
Amberleaf Partners Inc	84,150
Ameresco Canada	46,125
Ampco Manufacturers Inc	40,998
Andrew Sheret Ltd	873,163
Anigraph Productions Limited	140,715
Annacis Commercial Paint	32,153
Ansan Industries Ltd	93,231
Aplin & Martin Consultants Ltd	368,987
Apple Canada Inc	48,719
Aquam	35,826
ARETE Safety and Protection Inc	30,280
Arpac Storage Systems Corporation	73,240
Ashton Mechanical Ltd	1,591,869
Associated Engineering (BC) Ltd	287,815
Associated Fire and Safety	35,746
Astro Turf West Distributors Ltd	1,458,513
Astrographic Industries Ltd	27,352
Atlas Power Sweeping Ltd	106,623
Atlas-Apex Roofing (BC) Inc	93,597
Austin Metal Fabricators	31,796
Avolve Software Corporation	81,363
BA Blacktop Ltd	717,726
Barry Hamel Equipment Ltd	42,747
BC Assessment*	6,169,313
BC Employer Health Tax*	1,930,041
BC Hydro	6,362,388

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
BC Life & Casualty*	1,010,766
BCD Holdings Ltd	78,348
Belzona Molecular (BC) Ltd	25,227
Best Buy	25,029
Bettsm Controls Inc	33,193
BL Associates Corporate Psychologists Inc	90,505
Blackmamba Tree Service Inc	147,170
Blackstone Consulting Group Inc	34,788
Bos Sod Farms Inc	46,916
Boston Construction Corp.	303,629
Bowden, Tony	47,174
BP Media Inc	27,169
Bradley Refrigeration	33,070
Brenco Industries Ltd	94,510
Briere Production Group Inc	62,932
Busch Systems International Inc	69,113
Canada Post Corporation	234,879
Canada Revenue Agency*	37,872,827
Canadian Dewatering	79,847
Canadian Energy Vancouver	40,778
Canadian Linen Supply	39,371
Canadian Mattress Recycling Inc	197,765
Canadian National Railway Company	435,667
Canadian Red Cross*	32,555
Canadian Stainless Fasteners Inc	57,723
Canex Building Supplies Ltd	101,586
Cansel Survey Equipment	44,742
CDW Canada	61,580
Cedar Crest Lands (BC) Ltd	75,963
Cel-Com Systems Ltd	28,850
Chase Paymentech	525,899
Chinese Informedia Consulting Group Inc	59,040
CIBC World Markets	52,331
Cimco Refrigeration	1,210,006
Cintas Canada Limited	121,147
City Electric Supply	189,567
City of Vancouver	1,117,938
Cleartech Industries Inc	185,667

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Cleveland Doan LLP, In Trust	1,430,952
Coast Capital Savings	28,379
Cobra Electric Ltd	2,101,661
Coencorp Consultant Corporation Inc	86,888
Cold Fire Canada Ltd	39,571
Columbia Chrysler	61,079
Commander Warehouse Equipment Ltd	50,973
Commercial Aquatic Supplies	55,654
Commercial Lighting Products Ltd	256,134
Commercial Truck Equipment	971,857
Complete Metal Markets Ltd	35,455
Concept Controls Inc	42,147
Coriolis Consulting Corp	28,500
Corix Utilities Inc	51,612
Corix Water Products Limited Partnership	40,354
Creative Cultural Collaborations Society	30,500
Creative Door Services Ltd	122,363
CSDC Systems Inc	75,786
Cullen Diesel Power Ltd	117,539
CUPE 394*	639,919
CUPE 718*	912,007
D Chouhan Trucking	26,719
Dams Ford Lincoln Sales Ltd	309,663
David Jacob Harder Art & Design	40,823
Davidson Bros Mechanical Contractors Ltd	785,908
DB Perks & Associates	118,318
Dekra-Lite	39,308
Deloitte LLP	117,644
Delta Victoria Ocean Pointe Resort & Spa	35,737
Dentons Canada LLP	181,077
Dexter Realty	91,192
Dialog BC Architecture Engineering	54,627
Diamond and Schmitt Architects	55,250
Diamond Head Consulting Ltd	46,660
Diamond Pre-Cast Concrete Ltd	29,489
Dillon Consulting	41,773
Direct Energy Marketing Ltd	599,468
DLA Piper (Canada) LLP	62,621

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
DLA Piper (Canada) LLP, In Trust	21,291,289
Dominion Blueprint & Reprographics Ltd	33,958
Donald Luxton & Associates	27,397
Donnelly & Associates Event Marketing Inc	205,913
Dorset Realty Group	456,392
Double R Rentals	118,488
Douglas Lake Equipment Ltd	26,823
Dulux Paints	34,401
E B Horsman & Son Ltd	132,229
East Richmond Nurseries	71,753
EBB Environmental Consulting Inc	88,389
E-Comm, Emergency Communications for BC	3,664,744
Econolite Canada Inc	643,677
Ecotainer Sales Inc	48,620
Ecowaste Industries Ltd	461,799
ECS Electrical Cable Supply Ltd	47,753
ECS Vancouver	45,251
Edifice Construction Inc	3,802,047
E-Factor Engineering	40,904
Elite Tents & Events (2019) Ltd	36,009
EMCO Corporation	68,587
Energy Canvas Ltd	65,520
ERM Focus Services Inc	33,150
ESC Automation Inc	513,859
ESI Acquisition Inc	48,478
Esri Canada Ltd	184,575
Eventpower	39,321
Executive Airport Plaza Hotel & Conference centre	26,056
Extreme Glass Ltd	64,225
Fabrikaat Custom Fabrication	67,050
Family Maintenance Enforcement Program	28,506
Family Services Employee Assistance Program	112,570
Federation of Canadian Municipalities	42,975
Finning (Canada)	163,624
Fireball Excavating & Transport Inc	209,923
Fireworks Spectaculars Canada Ltd	25,030
Fishbone Etcetera Designs	49,396
Fitness Town	93,211

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Flaman Fitness	25,301
Flocor Inc	164,416
Forgerock US, Inc	136,285
FortisBC - Natural Gas	572,873
Fraser River Pile and Dredge Ltd	200,736
Fred Surridge Ltd	3,203,004
G B Bobcat Service	173,050
Gardaworld Cash Services Canada Corp	177,029
GDI Services (Canada) LP	156,776
Genesis Security	97,208
George Bubas Motors Ltd	36,632
GFL Environmental Inc	1,719,135
Gibson Waterworks Supply Inc	26,570
Gingo Consulting Ltd	35,252
Glacier Media Group	137,907
Gladiuk Contracting Ltd	284,455
Global Industrial Canada Inc	32,569
Global Risk Innovations	41,202
Golder Associates Ltd	155,237
Graham Infrastructure LP	2,477,779
Granicus Inc	27,015
Graphically Speaking Services Inc	65,372
Great Northern Engineering Consultants	28,843
Greater Vancouver Regional District*	30,231,085
Greater Vancouver Water District	25,680,031
Green Admiral Nature Restoration	72,754
Green Line Hose & Fittings	29,664
Greentop Lighting	171,484
Gregg Distributors Ltd	142,328
Grimco	45,501
Groundwater Technology B.V.	28,088
Guillevin International Inc	263,875
Habitat Systems Inc	115,325
Hansen & Gannelli Inc	159,105
Hapa Collaborative	312,038
Harbour International Trucks	25,384
Harris & Company LLP	158,030
HCMA Architecture + Design	139,634

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Heritage Office Furnishings Ltd	700,721
Hexcel Construction Ltd	446,460
Hi-Lite Truck Accessories Ltd	42,815
Holland Imports Inc	29,275
Horseshoe Press Inc	49,907
HUB Cycling	27,200
Humphries Construction Group Ltd	65,104
Hunter Litigation Chambers Law Corp	359,598
Huntsman, Patricia	29,139
IBI Group	27,000
Iconix Waterworks Lp	57,909
Icsclean Supplies Ltd	101,012
IDRS	54,443
Imperial Parking Canada Corporation	97,400
Industrial Alliance Securities	54,602
Infor Canada Ltd	140,879
Inland Kenworth	39,007
Insight Canada Inc	87,830
InSitu Services	58,302
Intercultural Strategies	55,917
International Web Express	84,907
Interprovincial Traffic Service Ltd	401,466
Ion United Inc	38,532
Iridia Medical Inc	34,160
Iron Age Manufacturing Ltd.	34,700
ISL Engineering and Land Services Ltd	247,608
Island Key Computer Ltd	184,560
J & T Sports	43,148
JJM Construction Ltd	395,298
J S Munday Trucking	36,411
Johnston Ross & Cheng Ltd	26,604
JSP Enterprises	82,075
Kal Tire	279,145
Kaleidoscope Training and Consulting Inc	42,805
Kasian Architecture Interior Design and Planning	37,531
Keg Restaurants Ltd	36,004
Kennedy Landscaping Ltd	95,980
Kerr Wood Leidal Associates Limited	545,472

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
KGPCo Canada	31,030
Kindred Construction Ltd	2,322,227
Kinetic OHS Services	25,250
Kinsol Timber Systems Ltd	135,586
KMS Tools and Equipment	32,296
Konecranes Canada Inc	99,539
KPMG LLP	179,287
Kronos Canadian Systems Inc	51,936
KSB Pumps Inc	921,304
Kutny's Richmond Soils	176,160
Lafarge Canada Inc	2,780,076
Lafarge Concrete Ltd	1,101,956
Lamar Companies	25,315
Land Title & Survey Authority of BC	27,267
Landscape Forms Inc	45,985
Landsea Tours Ltd	41,349
Lantern Films Inc	44,048
Latoplast Limited	28,521
Layfield Canada Ltd	107,667
Licker Geospatial Consulting Ltd	33,080
Life Fitness	42,527
Lifesaving Society	29,165
Lit Aquatics Ltd	245,890
Livingston International Inc	27,570
Lock-Block Ltd	54,776
Long View Systems	49,547
Lordco Parts Ltd	176,483
M2K Construction Ltd	5,211,248
MA Eng-Tech Construction	113,526
Macaulay Trucking Ltd	288,211
Mainland Construction Materials ULC	818,833
Mainroad Lower Mainland Cont	86,737
Mainroad Maintenance Products	244,535
Mancorp Industrial Sales Ltd	49,381
Maple Leaf Disposal Ltd	81,796
Maple Leaf Tree Movers	104,535
Maple Ridge Chrysler	59,642
Marathon Surfaces Inc	725,734

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Marine Roofing Repair & Maintenance	171,254
Mar-Tech Underground Services Ltd	115,041
Matson Peck & Topliss	32,248
Maven Consulting Limited	64,978
Maxquip Inc	33,687
Maydanyk Trucking Ltd	89,924
Mazdis Innovation Inc	132,313
McElhanney Consulting Services Ltd	997,067
Mckinney Bulldozing Ltd	41,268
McRae's Environmental Services Ltd	2,343,020
MDT Technical Services Inc	76,077
Medical Services Plan*	818,738
Meltwater News Canada Inc	27,608
Mercer (Canada) Ltd	41,530
Merletti Construction (1999) Ltd	458,535
Metro Motors Ltd	55,374
Metro Vancouver Regional District	5,931,324
MG Collision Repairs Ltd	27,543
Mickelson Consulting Inc	110,012
Millennium Tent & Party Rentals	28,075
Mills Office Productivity	418,481
Minister of Finance*	79,863
MNP LLP	96,000
Modu-Loc Fence Rentals Ltd	50,841
Morley Psychology Professional Corp	28,000
Morrison Hershfield Limited	322,412
MPT Engineering Co Ltd	30,765
Muddy River Technologies Inc	67,097
Multivista Construction Documentation ULC	34,152
Mundie Trucking	126,707
Municipal Finance Authority of BC*	30,269
Municipal Insurance Association of BC	742,600
Municipal Pension Plan*	23,223,639
Muse Atelier Art and Architecture Inc	64,575
MYK Construction Ltd	70,380
Napa Auto Parts	80,238
National Fitness Products of Canada Inc	36,156
Nedco	38,773

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Neptune Technologie Group	805,908
Network Consulting Services Inc	45,490
New Line Products Ltd	29,644
Nova Pole International Inc	50,137
Nucor Environmental Solutions Ltd	87,838
Nutech Facility Services Ltd	188,059
Nutrien Ag Solution	110,001
O4 Architecture Ltd	260,177
Oak Bay Hotel	43,064
Ocean Pipe	175,791
Office of Mcfarlane Biggar	27,650
Omicron Canada Inc	121,640
Onix Networking Canada	86,318
Ono Work & Safety Ltd	28,659
Open Text Corporation	205,330
Oracle Canada ULC	614,319
Organized Crime Agency of BC	87,548
Orso Loss Control Consulting	28,068
P D Trucking	145,619
Pacific Blasting & Demolition Ltd	29,846
Pacific Blue Cross*☐	4,684,092
Pacific Cutting & Coring Ltd	287,606
Pacific Flow Control Ltd	54,096
Paquin Entertainment Group Inc	37,500
Parkland Refining (BC) Ltd	797,964
Paul Sahota Trucking	169,604
Paula Boddie & Associates Ltd	38,969
Peel's Nurseries Ltd	31,662
Perfectmind Inc	306,588
Performance Contracting Ltd	452,300
Peterbilt Pacific Inc	704,678
Phoenix Tent and Events Rentals	39,389
Pit Stop Portable Toilet Services Ltd	45,567
Pitneyworks	110,000
PJB Mechanical Plumbing	272,667
PJS Systems	90,143
Plan Group	80,053
Planet Clean	504,121

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Platinum Pro-Claim	259,614
Point One Consulting	40,150
Powerland Computers Ltd	106,767
PrairieCoast Connect	34,746
Praxair	35,612
Premier Security Inc	143,988
Prism Engineering Ltd	36,905
Profire Emergency Equipment Inc	33,502
Propel Solutions Ltd	156,870
PS Traffic Pro Services (2012) Inc	123,898
PSE Equipment Ltd	114,097
PSL Par's Services Ltd	41,935
Purtech Service Group Inc	26,669
PWL Partnership Landscape Architects Inc	44,668
Qualichem Industrial Products	295,419
R F Binnie and Associates Ltd	522,721
Radical I/O Technology Inc	34,500
RAM Engineering Ltd	207,300
Ram Mechanical Ltd	227,000
Randstad Canada	56,088
RDM Equipment Sales & Rentals	25,460
Receiver General For Canada	93,082
Receiver General for Canada (RCMP)	45,743,584
Rectec Industries Inc	98,219
Regehr Contracting Ltd	125,164
Regional Animal Protection Society	690,637
Rescue Tools Canada	163,453
RGC Trucking & Excavating Ltd	85,463
Richmond Air Sweep Enterprises 1986 Inc	33,064
Richmond Art Gallery Association	34,138
Richmond Chamber of Commerce	26,857
Richmond Firefighter Assn RFFA Local 1286*	594,162
Richmond Fitness & Wellness Association	241,833
Richmond Hotel Association*	753,504
Richmond Olympic Oval*	3,537,624
Richvan Holdings Ltd	352,586
Ricoh Canada Inc	316,750
River White Homes Ltd	2,907,051

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Rivera, Laura	25,717
Riverside Recycling & Aggregate Sales Ltd	29,157
Roadway Traffic Products	300,830
Robert Half Technology	40,725
Rocky Mountain Phoenix	38,600
Rollins Machinery Ltd	60,451
Rona	37,235
Ross Rex Industrial Painters Ltd	47,351
Ross Templeton & Associates	25,020
Royal Bank of Canada*	41,807
Royal City Fire Supplies Ltd	164,112
Royal Roads University	56,664
Russell Food Equipment Limited	46,556
Rusty's Auto Towing	27,203
S2 Architecture	187,857
Safe & Sound Security Systems Ltd	332,349
Sandhu, Dalip	210,649
Sapphire Sound Inc	100,807
Scalar Decisions Inc	48,665
School District 38 Richmond*	158,169,698
Scotia Bank	107,627
Scott DB Services Ltd	449,734
Scott Special Projects Ltd	102,165
Select Art Advertising Inc	34,297
Selectron Technologies Inc	26,857
Shaw Cablesystems GP	62,564
Sheppard, Emily	44,068
Sherine Industries Ltd	59,211
Shy's Forest Products Ltd	41,732
Sidhoo Trucking Ltd	130,835
Sierra Waste Services Ltd	9,569,082
SLR Consulting (Canada) Ltd	26,989
Softchoice LP	243,649
Solid General Contractors Inc	89,265
South Arm Excavating	345,766
South Coast British Columbia	28,075,585
Southern, Lisa	48,294
Metro Systems Ltd	40,334

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Specimen Trees Wholesale Nurseries Ltd	94,054
SSQ Insurance Company Inc*	48,445
Stellar Power & Control Solutions	100,137
Stonhard	27,065
Stuart Olson Construction Ltd	7,219,444
Sunbelt Rentals	59,363
Suncor Energy Products Partnership	1,060,266
Super Save Disposal Inc	175,129
Sutton Road Marking Ltd	59,238
T M Johnston Gradall Ltd	173,979
Target Products Ltd	81,124
Technical Safety BC	47,698
Technogym	261,240
Telus Communications Inc	1,337,371
Telus Mobility	404,243
Telus Services Inc	45,240
Tempest Development Group Inc	212,966
Tervita Corporation	44,391
Tetra Tech Canada Inc	58,076
Textile Artcraft Inc	51,444
The Butler Did It Catering Co	115,053
The Driving Force Inc	82,270
The Gordian Group Inc	30,673
The Home Depot	107,283
The Strumbellas Inc	35,000
This Way Event Services	80,224
Thomas Trucking	193,204
Thurber Engineering Ltd	51,948
Tibco Software Ireland Ltd	66,201
Tim Furness Event Company Inc	28,153
Tinbox Energy Software	55,232
TK Graphics	79,573
TMP Worldwide Advertising & Communications	41,238
Tomko Sports Systems Inc	141,037
Tourism Richmond*	4,929,456
Tower Fitness Equipment Services Inc	67,644
Trane Canada	56,351
Trans Canada Traffic Inc	71,846

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
TransLink*	40,573,119
Transtech Data Services (1992) Ltd	32,024
Treewisemen Landscaping Ltd	141,150
Triumph Traffic Industries Inc	36,394
Truffles Fine Foods Ltd	37,056
Turning Point Technology Services Inc	609,969
Twining, Short & Haakonson, Barristers	84,466
Tybo Contracting Ltd	3,569,241
Uline Canada Corporation	40,110
Ulmer Contracting Ltd	816,950
Union of BC Municipalities*	117,022
United Rentals	270,337
United Way of the Lower Mainland*	25,071
Uno Digital Screen Press	35,893
Valley Direct Furniture	31,920
Valmont West Coast Engineering	25,731
Vancouver Coastal Health Authority	240,761
Vancouver Fraser Port Authority	886,120
Vancouver Sign Group	62,971
Vanport Enterprises Ltd	399,760
VDZ+A Consulting Inc	84,661
VFA	123,000
Vimar Equipment	29,347
Vimar Equipment Ltd	602,341
Walker, Aubrey	25,519
Walker's Gradall Services Ltd	402,219
Wasp Manufacturing Ltd	96,749
Watt Consulting Group	44,751
Wave Point Consulting Ltd	40,860
Wedler Engineering	79,347
Wesco Distribution Canada Inc	230,534
West Arc Welding & Fabrication Inc	43,196
West Coast Electric Ltd	135,590
West Coast Elevator Ltd	73,875
West Coast Grouting Ltd	26,155
Westburne	396,368
Westcoast Drainage & Contracting	278,950
Western Oil Services Ltd	34,737

*Payment includes tax transfers and third party remittances

CITY OF RICHMOND
Statement of Payments to Suppliers For Goods and Services
In Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
Western Water and Gas Products Ltd	90,973
Western Weed Control Ltd	76,000
Westerra Equipment LP	40,739
Westpac Solutions Ltd	37,935
Westview Sales Ltd	222,680
WFR Wholesale Fire & Rescue Ltd	47,844
Wilcor Industries	61,267
Williams Engineering Canada Inc	53,433
Willis Canada Inc	1,859,508
Wong's Greenhouse & Nursery	32,804
Wood Environment & Infrastructure	38,578
Worksafe BC*	3,286,716
WSP Canada Group Limited	441,161
Wurth Canada	56,235
Xylem Canada Company	157,587
Young Anderson Barristers & Solicitors	163,160
Zeemac Vehicle Lease Ltd	157,841
Payments Over \$25,000	581,806,490
Payment Under \$25,000	9,749,747
Total Payments	\$ 591,556,238

The City prepares the Schedule of Payments to Suppliers For Goods and Services based on actual cash disbursements processed through its financial system.

The total figure will vary from the expenditures shown in the consolidated financial statements which use the accrual method of accounting and various factors including:

- Timing differences between the cash basis and accrual method;
- There are disbursements that are not considered expenditures for other taxing authorities and employee payroll deductions;
- The Schedule of Payments excludes the payments made by the Richmond Public Library, Richmond Olympic Oval Corporation and Lulu Island Energy Company;
- There are payments that are externally recovered, these recoveries are recorded against expenditures or as revenue in the consolidated financial statements.

*Payment includes tax transfers and third party remittances

RICHMOND PUBLIC LIBRARY
Statement of Payments to Suppliers for Goods and Services
in Excess of \$25,000 for 2019

Section 7

Supplier Name	Payment Amount
BC Hydro	\$ 96,297
BC LIBRARIES Cooperative	69,173
Bibliocommons Inc.	25,954
Convergent Library Technologies Inc.	69,015
CVS Midwest Tape	144,122
Dell Canada Inc.	175,003
Dorset Realty Group ITF 200	87,610
Heritage Office Furnishings Ltd.	72,652
Ironwood Developments Ltd.	187,325
ITRE s.r.l.	31,311
Library Bound Inc.	680,292
Linkedin Ireland Unlimited Company	26,288
Master Care Janitorial	108,668
Municipal Pension Fund	1,058,877
Overdrive Books	359,038
Province of BC Government	147,534
Public Library Interlink	82,283
Receiver General of Canada	1,600,841
Ricoh Canada Inc.	28,528
Softchoice LP	33,933
Payments Over \$25,000	\$ 5,084,744
Payments Under \$25,000	\$ 566,816
Total Payments	\$ 5,651,560

CITY OF RICHMOND
Statement of Grants and Subsidies for 2019

Section 7

Organization	Payment Amount
Amyotrophic Lateral Sclerosis Society	\$ 2,500
Atira Women's Resource Society	1,249
BC Kitefliers' Association	1,200
BCS 3718 - Wall Centre Richmond at the Marina	900
Bekkaoui, Dalila	1,195
Big Brothers of Greater Vancouver	6,000
Big Sisters of BC Lower Mainland	6,000
Boys & Girls Clubs of South Coast BC	5,115
Butschler, Margaret	726
Canadian Mental Health Association	8,500
Canadian Red Cross Society	2,000
Canadian YC Chinese Orchestra	9,900
Chan, Jonathon	1,694
Child Care Training and Professional	4,000
Children of the Street Society	5,000
Chimo Community Services	50,000
Church on Five	3,500
Cinevolution Media Arts Society	10,000
City Centre Community Association	47,205
Community Arts Council of Richmond	9,674
Community Mental Wellness Association	11,536
Connections Community Services Society	2,147
Crawford, Jamie	635
Developmental Disabilities Association	10,000
Diefenbaker Elementary School PAC	927
Dong, Sonja	970
East Richmond Community Association	1,800
Family Services of Greater Vancouver	51,484
Ferris Elementary School PAC	847
Foolish Operations Society	1,000
Garden City Conservation Society	910
Gulf of Georgia Cannery Society	1,316
H J Cambie Secondary School	673
Hamilton Community Association	12,167
Heart of Richmond Aids Society	12,000
Hill, Alan	1,750
Howu, Colleen	614
James Whiteside Elementary School PAC	1,045
James, Carrie Elise	1,554

CITY OF RICHMOND
Statement of Grants and Subsidies for 2019

Section 7

Organization	Payment Amount
James, Tiffany	1,235
Kidsport - Richmond Chapter	23,000
Kramer, Lauren	696
Kwan, Christina Ping So	1,088
Little Wings Day Care Centre Society	23,421
Love, Linda	312
Macdonald, Theresa	653
Minoru Seniors Society	5,000
Multicultural Helping House Society	9,161
Ni, Ting	1,073
PACific Post Partum Support Society	2,500
Pang, Tara	1,659
Parish of St. Alban's (Richmond)	15,000
Pathways Clubhouse	35,027
Rabbitats Rescue Society	1,000
Richmond Addiction Services Society	222,411
Richmond Amateur Radio Club	2,000
Richmond Art Gallery Association	5,000
Richmond Arts Coalition	10,000
Richmond Cares Richmond Gives Society	2,076
Richmond Centre For Disability	130,024
Richmond Community Band Society	3,575
Richmond Community Orchestra & Chorus	9,500
Richmond Community Services Advisory	11,000
Richmond Delta Youth Orchestra	9,875
Richmond Family Place Society	28,000
Richmond Fitness & Wellness Association	13,500
Richmond Food Bank Society	5,000
Richmond Food Security Society	15,954
Richmond Gateway Theatre Society	1,333,277
Richmond Mental Health Consumer and Friends Society	5,250
Richmond Multicultural Community	12,500
Richmond Music School Society	10,000
Richmond Potters' Club	6,500
Richmond Singers	10,000
Richmond Society for Community Living	24,000
Richmond Stroke Recovery Centre	1,500
Richmond Therapeutic Riding Association	60,814
Richmond Women's Resource Centre	25,000

CITY OF RICHMOND
Statement of Grants and Subsidies for 2019

Section 7

Organization	Payment Amount
Richmond Youth Service Agency	14,321
Sea Island Community Association	5,358
Sharing Farm Society	1,980
Sichewski, Cathy	598
Society of Richmond Children's Centres	17,880
South Arm Community Association	5,198
Spul'u'Kwuks Elementary School PAC	1,229
St. Joseph The Worker	1,100
Steveston Community Society	39,583
Steveston Historical Society	14,900
Stigma-Free Society	2,500
Strata Plan EPS1236	767
Tang, Pearly	1,440
Textile Arts Guild of Richmond	2,800
The Sharing Farm Society	19,000
Thompson Community Association	8,150
Tickle Me Pickle Theatre Sports	2,900
Tomekichi Homma Elementary School PAC	1,733
Tomsett Elementary School PAC	1,283
Touchstone Family Association	76,250
True Light School of BC	500
Truong, Patrick	960
Turning Point Recovery Society	8,500
Vancouver Cantonese Opera	5,000
Vancouver Tagore Society	4,900
Volunteer Richmond Information Services	44,798
West Richmond Community Association	2,777
Yodogawa, Marilou	1,260
Zhang, Sophia	1,150
Zhang, Wei Xia	905
Total Payments	\$ 2,657,034



City of
Richmond

Bylaw 10128

Vehicle For Hire Regulation Bylaw No. 6900 Amendment Bylaw No. 10128

The Council of the City of Richmond enacts as follows:

1. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended by deleting the heading PART THREE A: PEDICABS and replacing it with the following:

PART THREE A: PEDICABS (CLASS P)

2. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended by adding a new Part Three B as follows:

PART THREE B: QUADRICYCLE (CLASS Q)

3B.1 Quadricycle Requirements

3B.1.1 A quadricycle must:

- (a) have a track width of not less than 1 metre;
- (b) have a rear track width that is greater than the height of the seat frame as measured from level ground to the seat frame;
- (c) have a minimum of 6 pedalling passengers and maximum of 15 passengers, plus the operator at any time while in operation;
- (d) have helmets available for all passengers, which are mandatory for passengers who are younger than 19 years and optional for passengers 19 years and older.

3B.1.2 A quadricycle must at all times be equipped with:

- (a) at least 6 sets of pedals for passengers for motive power;
- (b) disc or drum brakes;
- (c) front headlight and rear tail lights;
- (d) rear brake lights;
- (e) operational turn signal lights and four-way flashers;
- (f) reflectors on sides and rear of the **quadricycle**;

- (g) a standard bell or horn;
- (h) a fire extinguisher;
- (i) a first aid kit;
- (j) a repair kit; and
- (k) a slow moving vehicle sign.

3B.1.3 In addition to the requirements of Subsection 3B1.1 and 3B1.2, each **quadricycle** operator must:

- (a) not permit any alcohol consumption on the **quadricycle**;
- (b) not permit any cannabis consumption on the **quadricycle**;
- (c) not permit any smoking or vaping on the **quadricycle**;
- (d) meet any additional conditions as set forth in the *Motor Vehicle Act* and its Regulations, and any regulations established by the Insurance Corporation of British Columbia.

3B.2 Licence and Vehicle For Hire Plate

- 3B.2.1 A person must not operate a business using a **quadricycle** unless that person holds a valid business licence issued under the provisions of this bylaw and the **Business Licence Bylaw No. 7360**, as amended, and has paid the annual licence fee prescribed in the **Consolidated Fees Bylaw No. 8636**, as amended.
- 3B.2.2 Maintain a **vehicle for hire business office** in the **City**, except that the office may be that of another **licencee**;
- 3B.2.3 Not more than 2 **quadricycles** may be used at any one time on the same route as approved by the Director of Transportation.
- 3B.2.4 The **vehicle for hire plate** issued under the provisions of this bylaw must be attached to the rear of the **quadricycle** frame or bumper.

3B.3 Area of Operation

- 3B.3.1 An operator must not operate a **quadricycle** except on the route(s) established in Schedule 3 to this bylaw, and in accordance with any conditions and restrictions required by the Director of Transportation.
- 3B.3.2 An operator may not deviate from the approved routes or stop-over locations unless approved in writing by the Director of Transportation or added to Schedule 3 to this bylaw.

3B.4 Hours of Operation

3B.4.1 A **quadricycle** operator may only permit a **quadricycle** to operate during the following hours each day:

- (a) Month of January, from 9:00 a.m. to 6:00 p.m.;
- (b) Month of February, from 9:00 a.m. to 6:00 p.m.;
- (c) Month of March, from 9:00 a.m. to 6:00 p.m.;
- (d) Month of April, from 9:00 a.m. to 7:00 p.m.;
- (e) Month of May, from 9:00 a.m. to 8:00 p.m.;
- (f) Month of June, from 9:00 a.m. to 9:00 p.m.;
- (g) Month of July, from 9:00 a.m. to 9:00 p.m.;
- (h) Month of August, from 9:00 a.m. to 8:00 p.m.;
- (i) Month of September, from 9:00 a.m. to 7:00 p.m.;
- (j) Month of October, from 9:00 a.m. to 6:00 p.m.;
- (k) Month of November, from 9:00 a.m. to 6:00 p.m.;
- (l) Month of December, from 9:00 a.m. to 6:00 p.m.

3B.4.3 A **quadricycle** operator may not operate the **quadricycle** on July 1.

3B.5 Traffic and Parking

3A.5.1. A **quadricycle** operator must comply with this bylaw, the **City's Traffic Control and Regulation Bylaw No. 5870**, the British Columbia *Motor Vehicle Act* and its Regulations, and any other applicable enactment, all as amended or replaced, and without limiting the foregoing, must not use:

- (a) transit or taxi/tour bus stops;
- (b) loading zones/bays;
- (c) vehicle, motorcycle or accessible parking spaces.

3B.6 Operator Requirements

3A.6.1 An **operator** must not operate, permit or allow a **quadricycle** to be operated unless:

- (a) the operator is 19 years of age or older;
 - (b) the operator holds a valid, current British Columbia Driver's Licence;
 - (c) the operator must stay with the quadricycle at all times;
 - (d) the operator has provided the City with a copy of \$10 million liability insurance with the City of Richmond named as an Additional Insured.
3. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended at Section 10.1 by deleting the definition of a pedicab and replacing it with the following within Subsection Vehicle For Hire in alphabetical order:

CLASS P - PEDICAB

means a 3-wheeled cycle propelled by the foot power of the operator equipped with a carriage capable of carrying no more than 2 passengers plus the operator and without limitation, includes a 3-wheeled cycle that is propelled by the foot power of the operator and has motor assist capability.

4. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended at Section 10.1, Subsection Vehicle For Hire by adding the following definition of a quadricycle in alphabetical order:

CLASS Q - QUADRICYCLE

means a 4-wheeled cycle equipped with a carriage capable of carrying no more than 15 passengers plus the operator, and is propelled by the foot power of the operator and a minimum of 6 passengers.

5. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended by adding Schedule A attached hereto as the new Schedule 3 to Bylaw No. 6900.
6. This Bylaw is cited as "**Vehicle For Hire Regulation Bylaw No. 6900, Amendment Bylaw No. 10128.**"

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

MAR 23 2020

MAR 23 2020

JUL 13 2020

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED DS LB
APPROVED for legality DS LB

SCHEDULE A to AMENDMENT BYLAW NO. 10128

SCHEDULE 3 to BYLAW NO. 6900





**Animal Control Regulation Bylaw No. 7932
Amendment Bylaw No. 10157**

The Council of the City of Richmond enacts as follows:

1. **Animal Control Regulation Bylaw No. 7932**, as amended, is further amended by deleting Section 3.1.1 and replacing it with the following:

“3.1.1 Except as otherwise permitted by the *Farm Practices Protection (Right to Farm) Act*, the *Agricultural Land Commission Act* or regulations made thereunder, a person must not keep poultry:

(a) on a **parcel** with an area of less than 2,000 square meters (21,529 square feet);
or

(b) in, upon, or under any structure used for human habitation.”

2. This Bylaw is cited as “**Animal Control Regulation Bylaw No. 7932, Amendment Bylaw No. 10157.**”

FIRST READING

JUL 13 2020

SECOND READING

JUL 13 2020

THIRD READING

JUL 13 2020

ADOPTED

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

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9563 (RZ 15-709884)
8620 Railway Avenue**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
 - a. Inserting the following into the end of the table contained in Section 5.15.1 regarding affordable housing density bonusing provisions:

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
"ZT80	\$2.00"

- b. Inserting as Section 17.80 thereof the following:

“ 17.80 Town Housing (ZT80) – Railway Avenue

17.80.1 Purpose

The **zone** provides for **town housing** and other compatible **uses**.

17.80.2 Permitted Uses

- **child care**
- **housing, town**

17.80.3 Secondary Uses

- **boarding and lodging**
- **home business**
- **community care facility, minor**

17.80.4 Permitted Density

1. The maximum **floor area ratio** (FAR) is 0.40, together with an additional 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
2. Notwithstanding Section 17.80.4.1, the reference to “0.4” is increased to a higher **density** of “0.60” if the **owner**, at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the ZT80 **zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.
3. Notwithstanding Section 17.80.4.1, the reference to “0.4” is increased to a higher **density** of “0.60”, together with an additional 0.12 **floor area ratio**, provided that prior to the first occupancy of the **building** the **owner**:

- a) provides in the **building** not less than 3 **affordable housing units** and the combined **habitable space** of the total number of **affordable housing units** comprises approximately 15% of the total **building area**; and
- b) enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the **lot**, and files a notice in the Land Title Office.

17.80.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 47% for **buildings**.
2. No more than 65% of the **lot** may be occupied by **buildings, structures and non-porous surfaces**.
3. 25% of the **lot area** is restricted to **landscaping** with live plant material.

17.80.6 Yards & Setbacks

1. The minimum **front yard** is 4.5 m.
2. The minimum **interior side yard** is 3.0 m.
3. The minimum **rear yard** is 6.0 m.

17.80.7 Permitted Heights

1. The maximum **height** for **buildings** is 12.0 m (3 **storeys**).
2. The maximum **height** for **accessory buildings** is 5.0 m.
3. The maximum **height** for **accessory structures** is 9.0 m.

17.80.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot width** on local **arterial roads** is 40.0 m.
2. The minimum lot width on major **arterial roads** is 50.0 m.
3. The minimum **lot depth** is 35.0 m.
4. There is no minimum **lot area**.

17.80.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

17.80.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

17.80.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. "
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"TOWN HOUSING (ZT80) – RAILWAY AVENUE"**.

P.I.D. 003-552-357
Parcel "A" (RD40234E) Lot 16 Section 24 Block 4 North Range 7 West New Westminster District Plan 3285
3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9563"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

JUL 25 2016SEP 06 2016SEP 06 2016SEP 06 2016JUL 07 2020_____
MAYOR_____
CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9986 (RZ 18-814702)
8600, 8620, 8640, 8660 Francis Road**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"LOW DENSITY TOWNHOUSES (RTL4)"**.

P.I.D. 003-840-301

Lot 24 Except: Firstly: Part Subdivided by Plan 25175, Secondly: Part Subdivided by Plan 42395, Section 28 Block 4 North Range 6 West New Westminster District Plan 12559

P.I.D. 003-823-997

Lot 81 Section 28 Block 4 North Range 6 West New Westminster District Plan 25175

P.I.D. 000-474-011

Lot 79 Section 28 Block 4 North Range 6 West New Westminster District Plan 24547

P.I.D. 003-555-658

Lot 25 Except: Firstly: Part Subdivided by Plan 24547, Secondly: Part Subdivided by Plan 42395, Section 28 Block 4 North Range 6 West New Westminster District Plan 12559

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9986"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

FEB 11 2019

MAR 18 2019

MAR 18 2019

MAR 18 2019

JUL 14 2020



MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10022 (ZT 18-815709)
5800 Cedarbridge Way**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning Bylaw 8500 is amended by:
 - a. Inserting the following permitted use in Section 12.4.3.B Additional Uses in the Industrial Retail (IR1) zone:
"Microbrewery, Winery and Distillery"
 - b. Inserting the following new Section 12.4.11.8 (Other Regulations) in the Industrial Retail (IR1) zone and renumbering accordingly:
"Microbrewery, Winery and Distillery shall be only permitted on the following **site(s)** and limited to one establishment:
5800 Cedarbridge Way
P.I.D. 002-161-583
Lot 88 Section 5 Block 4 North Range 6 West New Westminster District Plan 37381"
2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10022"**.

FIRST READING

MAY 13 2019

PUBLIC HEARING

JUN 17 2019

SECOND READING

JUN 17 2019

THIRD READING

JUN 17 2019

OTHER CONDITIONS SATISFIED

JUN 16 2020

ADOPTED



MAYOR

CORPORATE OFFICER



**Development Permit Panel
Wednesday, July 15, 2020**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Cecilia Achiam, General Manager, Community Safety
Peter Russell, Director, Sustainability and District Energy

The meeting was called to order at 3:30 p.m.

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on June 24, 2020 be adopted.

CARRIED

1. GENERAL COMPLIANCE – REQUEST BY HAMILTON HIGH STREET HOLDINGS CORP. FOR A GENERAL COMPLIANCE RULING AT 23100 GARRIPIE AVENUE

(File Ref. No.: DP 15-716274 Xr: DP 19-880533) (REDMS No. 6442201 v. 7)

APPLICANT: Hamilton High Street Holdings Corp.

PROPERTY LOCATION: 23100 Garripie Avenue

INTENT OF PERMIT:

To consider the attached plans involving changes to the design of the proposed building and landscaping be considered to be in General Compliance with the approved Development Permit (DP 15-716274).

Development Permit Panel

Wednesday, July 15, 2020

Applicant's Comments

Bryce Rositch, Rositch Hemphill Architects, with the aid of a visual presentation (copy on file, City Clerk's Office), briefed the Panel on the historical background of the proposed changes to the approved Development Permit (DP 15-716274) and provided an overview of the proposed changes, noting that (i) there will be soft and hard landscape changes in some areas of the site, (ii) minor changes are proposed for storefront windows on Level 1, (iii) the location of the HandyDART parking along the new road (Garripie Avenue) will be changed, and (iv) changes along the Westminster Highway frontage include, among others, the removal of the approved elevated paved walkway and addition of stairs.

In reply to a query from the Panel, Rob Howard, New Coast Lifestyles, advised that the removal of the elevated walkway that fronts Westminster Highway is proposed due to changes in traffic conditions which pose a safety concern for memory ward patients.

In reply to queries from the Panel, the project design team, including Ryan Broadfoot, HAPA Collaborative, noted that (i) there will be an opportunity for tree planting on the new landscaped berm on the courtyard, and (ii) the subject development complies with the City's previous sustainability requirement.

In reply to a query from the Panel, Wayne Craig, Director, Development, noted that the subject development would have been required to achieve LEED Silver Equivalency at the time of its rezoning application a number of years ago.

Staff Comments

Mr. Craig noted that (i) the applicant's presentation regarding the proposed changes to the approved Development Permit is comprehensive, (ii) from a public realm perspective, the proposed landscape change along Westminster Highway will improve the amount of landscaping and helps soften this edge, and (iii) the removal of the elevated paved walkway will not be a concern as there are alternative pedestrian routes available.

Gallery Comments

None.

Correspondence

None.

Panel Decision

It was moved and seconded

That the attached plans involving changes to the design of the proposed building and landscaping be considered to be in General Compliance with the approved Development Permit (DP 15-716274).

CARRIED

2.

Development Permit Panel
Wednesday, July 15, 2020

2. DEVELOPMENT PERMIT 18-820689

(REDMS No. 6469416 v. 4)

APPLICANT: Integrated Construction

PROPERTY LOCATION: 1600 Savage Road

INTENT OF PERMIT:

Permit the construction of a warehouse building at 1600 Savage Road on a site zoned “Light Industrial (IL)” and partially designated as Environmentally Sensitive Area (ESA).

Applicant's Comments

Wade Lundquist, representing the applicant, Integrated Construction, provided a historical background on the project, including events which resulted in the City's issuance of a stop work order to prohibit further construction on the site. In addition, Mr. Lundquist noted that the project has been designed to serve the operational needs of the business of the property owner.

Chris Lee, Aqua Terra Environmental Ltd., briefed the Panel regarding the Environmentally Sensitive Area (ESA) on the subject site, noting that (i) non-native plant species are found on the small polygon-shaped central ESA which is surrounded by paved areas and separated from the larger contiguous northern ESA, (ii) the central ESA has a low habitat value, and (iii) the northern ESA has more opportunities for enhancement to increase its habitat value due to its larger size, contiguousness with adjacent off-site ESAs, and proximity to the Fraser River.

In reply to queries from the Panel, Mr. Lee acknowledged that (i) the proposed ESA enhancement scheme for the northern ESA would result in a net gain in habitat area with a gain-loss ratio of 2:1, and (ii) no changes have been made to the ESA enhancement plan previously presented to the Panel.

Larry Podhoral, Larry Podhoral, Architecture Inc., briefed the Panel regarding the alternative site plan that would allow for the retention of the central ESA, noting that (i) pulling the building to the south would significantly reduce the lot coverage and building floor area, (ii) the turning radius for vehicles would be negatively affected, (iii) the alternative site plan and building design and orientation would not be consistent with good planning and architectural practice, and (iv) the alternative site plan would not serve the functional needs of the business of the property owner.

In reply to queries from the Panel, Mr. Podhoral confirmed that the alternative site plan would (i) reduce the amount of vehicle parking area, (ii) result in conflicts with the shared access between the subject site and the adjacent property to the south, and (iii) increase the visibility of vehicle loading to the street.

Development Permit Panel

Wednesday, July 15, 2020

In reply to a query from the Panel, Adrian Botez, property owner, stated that (i) he owns two separate business companies that will be located in the proposed building, (ii) the two companies have different operational requirements and would require two separate loading bays for efficiency and safety reasons, and (iii) the alternative site plan would result in an irregular shape for the building, reduce usable floor space, and not accommodate the operational needs of the businesses.

In reply to further queries from the Panel, the applicant and property owner noted that (i) stacking the spaces for window manufacturing and storage operations on two levels within the same building would not be feasible due to the floor space required for each business and the operational and height requirements associated with the manufacturing process, (ii) the net gain in habitat area as a result of the proposed ESA compensation scheme exceeds the minimum requirement, and (iii) the additional ESA on the northern ESA would more than compensate for the loss of the central ESA.

Staff Comments

Mr. Craig noted that (i) the applicant's proposed site plan, which provides cross access immediately to the south of the subject site, is the most efficient use of the site and provides the most environmental benefit, (ii) in response to a Council referral item, the Qualified Environmental Professional (QEP) for the project has confirmed that the removal of the English Ivy from affected areas, including the ivy climbing the trees, will be part of the ESA compensation, (iii) all invasive species removal and ESA restoration work will be supervised by the project QEP on-site, and (iv) the project QEP has reviewed the planting palette for enhancement of the northern ESA and recommended that Lodgepole Pines not be included due to concerns regarding their survivability and limited growth potential on the northern ESA.

In reply to a query from the Panel, Mr. Craig confirmed that (i) the proposed expansion of the northern ESA by 305 square meters would more than compensate for the removal of the 198-square meter central ESA, and (ii) there will be a three-year monitoring period for ESA enhancements to be conducted annually by the QEP.

Gallery Comments

None.

Correspondence

None.

Panel Discussion

The Panel expressed support for the project, noting that (i) the applicant has reviewed the site plan previously presented to the Panel and considered an alternative site plan, and (ii) the proposed site plan and building design is appropriate for the manufacturing and storage uses by the property owner.

Development Permit Panel
Wednesday, July 15, 2020

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of a warehouse building at 1600 Savage Road on a site zoned "Light Industrial (IL)" and partially designated as Environmentally Sensitive Area (ESA).

CARRIED

3. DEVELOPMENT PERMIT 18-835533

(REDMS No. 6397573 v. 6)

APPLICANT: Mosaic No. 3 Road and Williams Limited Partnership

PROPERTY LOCATION: 9900 No. 3 Road and 8031 Williams Road

INTENT OF PERMIT:

1. Permit the construction of a four-storey mixed use building containing 638 m² (6,867 ft²) of non-residential uses on the ground floor and 33 secured market rental apartment units at 9900 No. 3 Road and 8031 Williams Road on a site zoned "Commercial Mixed Use (ZMU44) – Broadmoor"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the setbacks to No. 3 Road and Williams Road for the southwest corner of the building from 2.0 m to 0.0 m.

Applicant's Comments

Ben Nielsen, Proscenium Architecture and Interiors, Inc., with the aid of a visual presentation (copy on file, City Clerk's Office), provided background information on the proposed development, including its site plan and context, proposed architectural design for the building, exterior cladding materials, and building floor plans.

In addition, Mr. Nielsen highlighted the following:

- the siting of the project conceals the surface parking area and limits its overlook and shadowing on neighbouring properties;
- the four-storey mixed use development is located at the prominent No. 3 Road and Williams Road intersection and provides four commercial units at ground level and 33 secured market rental dwelling units on three storeys above;
- 42 percent of the rental units have two or more bedrooms that are suitable for families with children;
- 30 percent of the rental units have been designed with basic universal housing (BUH) features and all units have aging-in-place features;
- 28 of the units will be provided with Juliet balconies;

Development Permit Panel

Wednesday, July 15, 2020

- a four-storey white brick corner tower element is proposed at the No. 3 Road and Williams Road intersection; and
- a right-in/right-out vehicle circulation is proposed.

Alexa Gonzalez, Durante Kreuk, Ltd., briefed the Panel on the main landscape features of the project, including (i) the public realm interface on the west and south sides of the site and frontage improvements, (ii) the variety of proposed surface paving treatments to assist pedestrian circulation, help identify building entries and parking spaces, and provide visual interest, (iii) the provision of an accessory structure containing secured bicycle parking, (iv) buffering along the north and east property lines to provide separation to adjacent residential developments, and (v) the proposed design, siting and programming of the common outdoor amenity area on the building rooftop.

In reply to queries from the Panel, the project design team including Elise Spearing, MOSAIC Homes, acknowledged that (i) the proposed Juliet balconies are not designed for residents to stand on, (ii) a significant number of market rental units are family-oriented, (iii) the site slopes down towards the northeast corner where a retaining wall is proposed, (iv) a variety of paving treatments would help soften the drive aisle and surface parking area, (v) the design of the vehicular entry/exit takes into account pedestrian safety and required turning radius for large and small vehicles, (vi) the applicant will consider upsizing the trees to be planted on ground level with consideration for not impacting vehicle parking and pedestrian circulation, and (vii) the design of electric vehicle charging stations for residential parking stalls would be appropriate for an outdoor surface parking area.

Staff Comments

Mr. Craig noted that (i) both driveway letdowns will be restricted to right- in/right-out only, (ii) the design of the letdowns will be done through a City servicing agreement, (iii) 42 percent of the market rental units have two or more bedrooms, (iv) the proposed setback variance due to the required corner cut road dedication at the No. 3 Road and Williams Road intersection was extensively reviewed and will not impact pedestrian circulation and vehicle sightlines at the corner, and (v) there will be a Servicing Agreement for frontage works and site services.

In reply to query from the Panel, Mr. Craig advised that the proposed size of the communal rooftop outdoor amenity area will compensate for the small size of the Juliet balconies and significantly exceeds the City's typical requirements for total common and private outdoor space.

Gallery Comments

None.

Correspondence

None.

Development Permit Panel
Wednesday, July 15, 2020

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *permit the construction of a four-storey mixed use building containing 638 m² (6,867 ft²) of non-residential uses on the ground floor and 33 secured market rental apartment units at 9900 No. 3 Road and 8031 Williams Road on a site zoned "Commercial Mixed Use (ZMU44) – Broadmoor"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to reduce the setbacks to No. 3 Road and Williams Road for the southwest corner of the building from 2.0 m to 0.0 m.*

CARRIED

4. Date of Next Meeting: July 29, 2020

5. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:37 p.m.

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the
Development Permit Panel of the Council
of the City of Richmond held on
Wednesday, July 15, 2020.

Joe Erceg
Chair

Rustico Agawin
Committee Clerk

Report to Council



City of
Richmond

To: Richmond City Council

Date: July 16, 2020

From: Peter Russell
Chair, Development Permit Panel

File: DP 19-864104

Re: **Development Permit Panel Meeting Held on January 29, 2020**

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 19-864104) for the property at 8600, 8620, 8640 and 8660 Francis Road be endorsed, and the Permit so issued.

Peter Russell
Chair, Development Permit Panel
(604-276-4130)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on January 29, 2020.

DP 19-864104 – ERIC STINE ARCHITECT INC. – 8600, 8620, 8640 AND 8660 FRANCIS ROAD
(January 29, 2020)

The Panel considered a Development Permit (DP) application to permit the development of 18 townhouse units on a site zoned “Low Density Townhouses (RTL4)”. A variance is included in the proposal for reduced front yard setback to Francis Road.

Jason Skladan, of Eric Stein Architect Inc., and Denitsa Dimitrova, of PMG Landscape Architects, provided a brief presentation, noting that:

- The project mimics the architectural style and materials used in adjacent single-family homes including brick and board and batten to fit into its neighbourhood context.
- The east-west internal drive aisle will provide access to adjacent future multi-family developments.
- The rear two-storey buildings sited immediately adjacent to neighbouring single-family homes provide an appropriate interface.
- The siting of the project will create minimal shadowing to adjacent single-family homes.
- Mailboxes and garbage and recycling rooms are located close to the site entry.
- The middle units of the front buildings are three-storeys and the end units are two-storey convertible units.
- A six-foot high wood fence and landscape plantings along the south property line at the back of the two-storey rear buildings provide screening to adjacent single-family homes to the south.
- The existing tree at the southeast corner of the site will be retained and the existing grade of the tree protection area will be maintained.
- Low permeable aluminum fencing with brick columns and landscaped front yards are proposed for front units facing Francis Road.
- The west pedestrian walkway includes a trellis, and a six-foot high wood fence will be installed along the east, west and south property lines to provide privacy to adjacent single-family developments.
- The centrally located outdoor amenity area provides various play opportunities for different age groups and bicycle racks are provided on-site.
- Permeable pavers are proposed in different locations to visually break up the internal drive aisle.

Staff noted that: (i) the project is required to achieve Step 3 of the BC Energy Step Code; (ii) the applicant will provide contributions to the City's Affordable Housing Fund, Public Art Fund and cash-in-lieu of providing indoor amenity space; (iii) the project complies with outdoor amenity space requirements; (iv) a statutory-right-of-way (SRW) will be registered on title to provide future developments to the east and west access through the subject site; (v) there is a Servicing Agreement for frontage improvements along Francis Road, including a new sidewalk, landscaped frontage, and replacement of water and storm sewer infrastructure; and (vi) there is a proposed front yard setback variance to widen the sidewalks which affects only two units and is supported by staff.

In reply to a Panel query, staff confirmed that all new trees proposed to be planted along the south property line will be outside the sanitary sewer statutory right-of-way.

In reply to a Panel queries, Mr. Skladan advised that proposed measures by the applicant to provide an appropriate interface with adjacent single-family homes include: (i) locating the visitor parking stalls on the east and west edges of the site; (ii) increasing the subject site's side yard setbacks; (iii) limiting the amount of glazing for building facades facing adjacent developments, (iv) ensuring that patios are not overlooking the neighbouring single-family dwellings, and (v) providing a number of smaller heat pumps on-site to mitigate potential noise.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel expressed support for the project, noting that the project design takes into consideration its existing single-family context as well as future redevelopments in the area.

The Panel recommends the Permit be issued.



To: Richmond City Council

Date: July 20, 2020

From: Joe Erceg
Chair, Development Permit Panel

File: DP 16-754735
DP 18-820689
DP 15-716274

Re: **Development Permit Panel Meetings Held on October 25, 2017 and
July 15, 2020**

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:
 - a) a Development Permit (DP 16-754735) for the property at 8620 Railway Avenue; and
 - b) a Development Permit (DP 18-820689) for the property at 1600 Savage Road;be endorsed, and the Permit so issued; and
2. That the recommendation of the Panel to authorize the approval of changes to the design of the Development Permit (DP 15-716274) issued for the property at 23100 Garripie Avenue be endorsed, and the changes be deemed to be in General Compliance with the Permit.

Joe Erceg
Chair, Development Permit Panel
(604-276-4083)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following items at its meetings held on October 25, 2017 and July 15, 2020.

DP 16-754735 – 1037533 BC LTD. – 8620 RAILWAY AVENUE
(October 25, 2017)

The Panel considered a Development Permit (DP) application to permit the development of 17 townhouses on a site zoned “Town Housing (ZT80) - Railway Avenue”. No variances are included in the proposal.

Architect, Eric Law, of Eric Law Architect, Inc.; and Denitsa Dimitrova, of PMG Landscape Architects, provided a brief presentation, noting:

- Two-storey triplex buildings and three-storey buildings which step down to two storeys at the end units are proposed to address the surrounding single-family neighbourhood.
- Three affordable housing units and one convertible unit are proposed.
- The architectural character of the building cluster containing the three affordable units is consistent with the market units.
- Durable and maintenance-free materials such as Hardie panel and siding/trim are proposed.
- The proposed colour scheme, primarily light with darker accents, will blend well with adjacent single-family homes.
- Vehicle access to the site is proposed from the existing east-west City lane off Railway Avenue, which will be widened and upgraded.
- The north-south internal drive aisle has the potential to provide shared access to future developments to the north through a statutory right-of-way (SRW) to be registered on title.
- The project aims to achieve an EnerGuide rating of 82 through proposed sustainability features.
- Proposed private outdoor spaces for each unit include either a landscaped front yard and balcony or a backyard with small patio.
- Low stone post with aluminum rail fencing and entry gates for front yards are proposed for street-fronting units.
- An east-west pedestrian walkway is proposed between the two buildings along Railway Avenue.
- A six-foot wood fence at the east property line and a four-foot metal fence along the north property line are proposed to provide separation from adjacent properties and the walkway to the north.
- The proposed outdoor amenity area incorporates natural play elements, bench seating, bicycle racks, and two patterns of permeable pavers are proposed on the internal drive aisle to differentiate the proposed uses.

In response to Panel queries, Ms. Dimitrova and Mr. Law advised that: (i) low shrub planting will be introduced between the bicycle racks and bench seating in the outdoor amenity area; (ii) an accessible visitor parking stall will be provided in front of the convertible unit; (iii) the convertible unit will be provided with two side-by-side indoor parking spaces; (iv) parking stalls for the larger townhouse units will be constructed to accommodate future installation of electrical vehicle charging equipment; and (v) windows overlooking the pedestrian walkway are proposed for units on both sides of the pedestrian walkway.

Staff noted that: (i) two off-site mature trees will be retained including one along Railway Avenue; and (ii) there will be Servicing Agreements associated with the proposed development for frontage improvements along Railway Avenue, widening of the City lane to the south, and improvements on the existing walkway along the north edge of the site.

In response to a Panel query, staff acknowledged that a 2 m dedication is required along the entire south property line of the subject site for the widening of the City lane to increase its width to 6 m.

Correspondence was submitted to the Panel regarding the Development Permit application.

Staff noted that correspondence from Kyle Shurry, of 9000-1200 West 73rd Avenue in Vancouver (on behalf of Richmond Hospital Foundation) expressed support for the project, especially for the statutory right-of-way (SRW) for public right-of-passage (PROP) to be registered across the proposed internal drive aisle for potential shared vehicle access to future developments to the north of the subject site.

The Panel expressed support for the proposed development, noting that the project is well designed, and the proposed three affordable housing units exceed the standard provision.

Subsequent to the Panel meeting, the City's Building Bylaw was revised to require development such as this to achieve BC Energy Step Code step 3 unless specific grandfathering provisions are met. As this project did not satisfy these grandfathering provisions, the Building Permit will need to demonstrate compliance with BC Energy Step Code step 3.

The Panel recommends the Permit be issued.

DP 18-820689 – INTEGRATED CONSTRUCTION – 1600 SAVAGE ROAD (July 15, 2020)

The Panel considered a Development Permit (DP) application to permit the development of a warehouse building on a site zoned "Light Industrial (IL)" and partially designated as Environmentally Sensitive Area (ESA). No variances are included in the proposal.

Wade Lundquist, of Integrated Construction; Chris Lee, of Aqua Terra Environmental Ltd.; and Architect, Larry Podhoral, of Larry Podhoral, Architecture Inc., provided a brief presentation, noting:

- The historical background on the project, including events which resulted in the City's issuance of a stop work order to prohibit further construction on the site.

- The project has been designed to serve the operational needs of the business of the property owner.
- A small polygon-shaped Environmentally Sensitive Area (ESA) centrally located on the subject site has non-native plant species and has a low habitat value. The central ESA is surrounded by paved areas and separated from the larger contiguous northern ESA.
- The northern ESA has more opportunities for enhancement to increase its habitat value due to its larger size, contiguousness with adjacent off-site ESAs, and proximity to the Fraser River.
- The alternative site plan that would allow for the retention of the central ESA would:
 - (i) require pulling the building to the south, significantly reducing lot coverage and building floor area;
 - (ii) negatively affect the turning radius for vehicles;
 - (iii) result in building design and orientation that would not be consistent with good planning and architectural practice, and
 - (iv) not serve the functional needs of the business of the property owner.

In reply to Panel queries, Chris Lee, Larry Podhoral and property owner, Adrian Botez, advised that: (i) the proposed ESA enhancement scheme for the northern ESA will result in a net gain in habitat area with a gain-loss ratio of 2:1; (ii) no changes have been made to the ESA enhancement plan previously presented to the Panel; (iii) the alternative site plan would reduce the amount of vehicle parking area, result in conflicts with the shared access between the subject site and the adjacent property to the south, and increase the visibility of vehicle loading to the street; (iv) two separate business companies owned by the property owner will be located in the proposed building; (v) the two companies have different operational requirements and would require two separate loading bays for efficiency and safety reasons; (vi) the alternative site plan would result in an irregular shape for the building and reduce usable floor space; (vii) stacking the spaces for window manufacturing and storage operations on two levels within the same building would not be feasible due to their floor space needs, height requirements and operational constraints; (viii) the net gain in habitat area as a result of the proposed ESA compensation scheme exceeds the minimum requirement; and (ix) the additional ESA on the northern ESA would more than compensate for the loss of the central ESA.

Staff noted that: (i) the applicant's proposed site plan, which provides cross access immediately to the south of the subject site, is the most efficient use of the site and provides the most environmental benefit; (ii) in response to a Council referral item, the Qualified Environmental Professional (QEP) for the project has confirmed that the removal of the English Ivy from affected areas, including the Ivy climbing the trees, will be part of the ESA compensation; (iii) all invasive species removal and ESA restoration work will be supervised by the project QEP on-site; and (iv) the project QEP has reviewed the planting palette for enhancement of the northern ESA and recommended that Lodgepole Pines not be included due to concerns regarding their survivability and limited growth potential on the northern ESA.

In reply to a Panel query, staff confirmed that: (i) the proposed expansion of the northern ESA by 305 square meters exceeds a 1:1 compensation ratio for the removal of the 198 square meter central ESA; and (ii) there will be a three-year monitoring period for ESA enhancements to be conducted annually by the QEP.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel expressed support for the project, noting that: (i) applicant has reviewed the site plan previously presented to the Panel and considered an alternative site plan; and (ii) the proposed site plan and building design is appropriate for the manufacturing and storage uses by the property owner.

The Panel recommends the Permit be issued.

GENERAL COMPLIANCE TO DEVELOPMENT PERMIT (DP 15-716274)
– HAMILTON HIGH STREET HOLDINGS CORP. – 23100 GARRIPIE AVENUE
(July 15, 2020)

The Panel considered an application for changes to the design of the proposed building and landscaping to be in General Compliance with the approved Development Permit (DP 15-716274).

Architect, Bryce Rositch, of Rositch Hemphill Architects, provided a brief presentation, noting:

- There will be soft and hard landscape changes in some areas of the site.
- Minor changes are proposed for storefront windows on Level 1.
- The location of the HandyDART parking along Garripie Avenue will be changed.
- Changes along the Westminster Highway frontage include removing the elevated walkway and adding stairs.

In reply to Panel queries, Rob Howard, of New Coast Lifestyles; Ryan Broadfoot, of HAPA Collaborative; and the project design team advised that: (i) the removal of the elevated walkway that fronts Westminster Highway is proposed due to changes in traffic conditions which pose a safety concern for memory ward patients; (ii) there will be an opportunity for tree planting on the new landscaped berm on the courtyard; and (iii) the subject development complies with the City's previous sustainability requirement.

In reply to a Panel query, staff noted that the subject development would have been required to achieve LEED Silver Equivalency at the time of its rezoning application a number of years ago.

Staff noted that: (i) the applicant's presentation regarding the proposed changes to the approved Development Permit is comprehensive; (ii) from a public realm perspective, the proposed landscape change along Westminster Highway will improve the amount of landscaping and helps soften this edge; and (iii) the removal of the elevated paved walkway will not be a concern as there are alternative pedestrian routes available.

No correspondence was submitted to the Panel regarding the General Compliance application.

The Panel recommends the revisions be approved.