



**City of
Richmond**

REVISED

**Notice and Agenda of
Special Council Meeting**

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

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

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

The purpose of the meeting is to consider the following:

CALL TO ORDER

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

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

**CNCL – 1
(Special)**

Special Council Agenda
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Pg. # ITEM

MINUTES

ADDED 1. *Motion to:*
CNCL-28 *adopt the minutes of the Regular Council meeting held on December 8, 2025.*

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.

4. *Motion to rise and report.*

RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA HIGHLIGHTS

- Award Of Contract 8412P For A Joint Mobile Command Unit

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(Special)**

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Pg. # ITEM

- Hospital Wait Times For RCMP Officers
- Building Our Future Together: Social Development Strategy (2025–2035)
- Bill M216, Professional Reliance Act
- Draft Richmond Tourism Master Plan 2035
- Richmond Celebrates Soccer – Schedule And Funding Allocations
- Housing Agreement Amendment Application For 5766 And 5788 Gilbert Road
- Translink 2026 Cost-Share Funding Applications – Transportation Projects
- Public-Facing Name Of Japanese Fishermen's Benevolent Society Building – 3811 Moncton Street
- Heritage Alteration Permit Application At 3811 Moncton Street (Japanese Fishermen's Benevolent Society Building)

5. ***Motion to adopt Items No. 6 through No. 15 by general consent.***

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

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

CNCL-8

See Page CNCL-8 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

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

**CNCL – 3
(Special)**

Special Council Agenda
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Pg. # ITEM

7. **HOSPITAL WAIT TIMES FOR RCMP OFFICERS**
(File Ref. No.) (REDMS No.)

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

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

8. **BUILDING OUR FUTURE TOGETHER: SOCIAL DEVELOPMENT STRATEGY (2025–2035)**
(File Ref. No. 08-4055-01) (REDMS No. 8214348)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the Building Our Future Together: Social Development Strategy (2025–2035) as outlined in the report titled “Building Our Future Together: Social Development Strategy (2025–2035)”, dated November 21, 2025, from the Director, Community Social Development, be adopted; and*
- (2) *That the Building Our Future Together: Social Development Strategy (2025–2035) be distributed to key partners and community organizations, federal and provincial ministries related to social development, local Members of Parliament and Legislative Assembly, and posted on the City’s website.*

9. **BILL M216, PROFESSIONAL RELIANCE ACT**
(File Ref. No. 12-8360-01) (REDMS No. 8239577)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That a letter from the Mayor be sent to the Premier, Minister of Housing and Municipal Affairs, Minister of Post-Secondary Education and Future Skills, and all Richmond MLAs, conveying the concerns related to Bill M216 as outlined in the report titled “Bill M216, Professional Reliance Act”, dated November 27, 2025, from the Director, Building Approvals;*

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(Special)

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Pg. # ITEM

- (2) *That the report titled "Bill M216, Professional Reliance Act", dated November 27, 2025, from the Director, Building Approvals be forwarded to the Union of British Columbia Municipalities (UBCM);*
- (3) *That staff submit concerns to the Legislature's Select Standing Committee on Private Bills and Private Members' Bills for debate via the provincial government portal; and*
- (4) *That staff contribute to a joint communiqué of the Regional Permitting and Licensing Committee (regional chief building officials) for submission to the Legislature's Select Standing Committee on Private Bills and Private Members' Bills.*



10. DRAFT RICHMOND TOURISM MASTER PLAN 2035

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

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the draft Richmond Tourism Master Plan 2035, included as Attachment 1 of the report titled "Draft Richmond Tourism Master Plan 2035," dated November 27, 2025, from the Director, Business Services, be endorsed for the purpose of seeking public and interest holders' feedback on the plan; and*
- (2) *That the final Richmond Tourism Master Plan 2035, incorporating feedback from the public and interest holders on the draft plan, be brought back to Council for consideration.*



11. RICHMOND CELEBRATES SOCCER – SCHEDULE AND FUNDING ALLOCATIONS

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

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the Richmond Celebrates Soccer schedule and funding allocations, as detailed in the staff report titled "Richmond Celebrates Soccer - Schedule and Funding Allocations", dated November 24, 2025, from the Director, Arts, Culture and Heritage be approved; and*

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(Special)

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Pg. # ITEM

- | | |
|--|---|
| | <p>(2) <i>That staff be directed to review and bring back additional information on:</i></p> <p style="margin-left: 20px;">(a) <i>potential event locations for the Signature event; and</i></p> <p style="margin-left: 20px;">(b) <i>policing budget; and;</i></p> <p>(3) <i>That staff negotiate the potential contract between the parties and provide to Council prior to approval.</i></p> |
|--|---|



12. HOUSING AGREEMENT AMENDMENT APPLICATION FOR 5766 AND 5788 GILBERT ROAD

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

PLANNING COMMITTEE RECOMMENDATION

That Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739, Amendment Bylaw No. 10692 be introduced and given first, second, and third readings.



13. TRANSLINK 2026 COST-SHARE FUNDING APPLICATIONS – TRANSPORTATION PROJECTS

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

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That the submission of transportation projects as part of the TransLink 2026 Cost-Share Programs, as described in the report titled “TransLink 2026 Cost-Share Funding Applications – Transportation Projects”, dated November 18, 2025, from the Director, Transportation be approved; and*
- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to execute the successful funding agreements.*



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(Special)

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Pg. # ITEM

14. **PUBLIC-FACING NAME OF JAPANESE FISHERMEN'S BENEVOLENT SOCIETY BUILDING – 3811 MONCTON STREET**
(File Ref. No. 11-7141-01) (REDMS No. 6623702)

PARKS, RECREATION & CULTURAL SERVICES COMMITTEE RECOMMENDATION

That the Japanese Fishermen's Benevolent Society building at 3811 Moncton Street be given the public-facing name Steveston Japanese Canadian Museum, as presented in the report titled "Public-Facing Name of Japanese Fishermen's Benevolent Society Building – 3811 Moncton Street", dated November 24, 2025, from the Director, Arts, Culture and Heritage Services.



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

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

PARKS, RECREATION & CULTURAL SERVICES COMMITTEE RECOMMENDATION

That a Heritage Alteration Permit be issued for the protected heritage building at 3811 Moncton Street (Japanese Fishermen's Benevolent Society Building), which would permit a new exterior sign, plaque and plantings.



CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

PUBLIC ANNOUNCEMENTS AND EVENTS

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(Special)**

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Pg. # ITEM

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-14 Road Closure and Removal of Road Dedication (Portion of Road Adjacent to 8620, 8640 and 8660 Spires Road) **Bylaw No. 10625**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-16 Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996, Amendment **Bylaw No. 10677**
Opposed at 1st/2nd/3rd Readings – None.

ADJOURNMENT



Claudia Jesson
Corporate Officer

**CNCL – 7A
(Special)**



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** November 10, 2025
From: Jim Wishlove **File:** 09-5140-01/2025-Vol
Fire Chief 01

Dave Chauhan
Chief Superintendent, Officer in Charge
Re: **Award of Contract 8412P for a Joint Mobile Command Unit**

Staff Recommendations

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

Jim Wishlove
Fire Chief
(604-303-2715)

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

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

Staff Report**Origin**

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

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

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

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

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

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

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

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

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

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

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

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

Analysis

Procurement Process

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

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

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

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

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

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

Review and Evaluation

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

Phase 1 Evaluation

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

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

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

Table 1 – Evaluation Summary of Bid Submissions – Phase 1

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

Phase 2 Evaluation

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

Table 2 – Evaluation Summary of Bid Submissions – Phase 2

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

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

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

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

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

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

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

Other Considerations

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

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

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

Award Recommendation

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

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

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

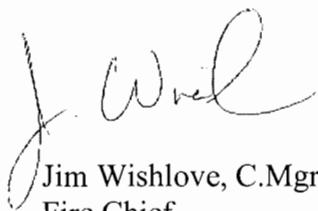
process to meet identified operational needs. These requirements may include outfitting modifications, supplies, and spare parts deemed necessary.

Financial Impact

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

Conclusion

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



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

JW:jw



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

The Council of the City of Richmond enacts as follows:

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

FIRST READING

FEB 10 2025

CITY OF
RICHMOND

APPROVED
for content by
originating
dept.

MAH

SECOND READING

FEB 10 2025

THIRD READING

FEB 10 2025

ADOPTED

APPROVED
for legality
by Solicitor

BRB

MAYOR

CORPORATE OFFICER

Schedule A

RZ 22-023633

PLAN EPP142108

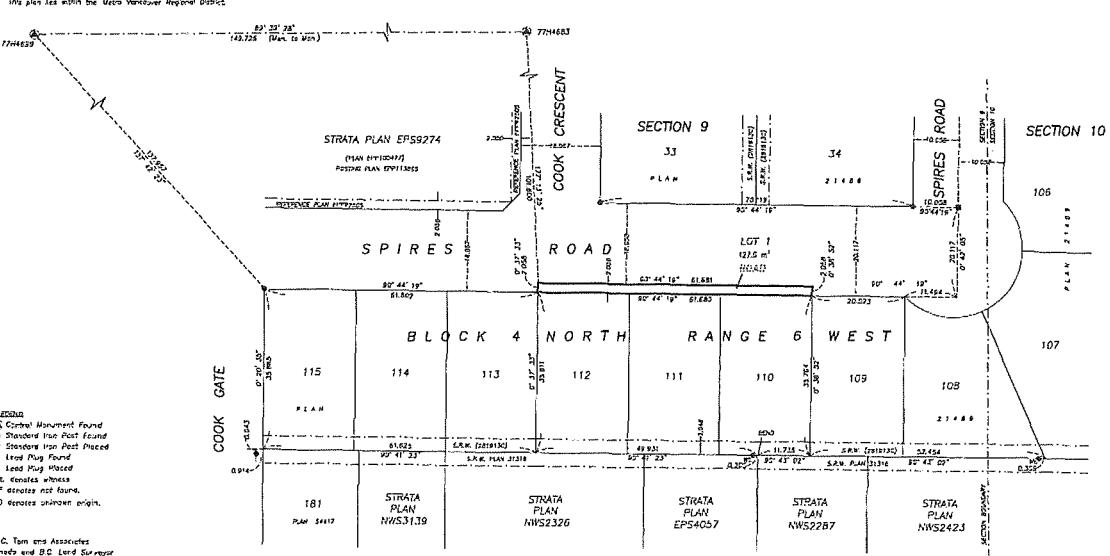
REFERENCE PLAN TO ACCOMPANY THE CITY OF RICHMOND
ROAD CLOSING AND REMOVAL OF ROAD DEDICATION BYLAW NO.
OF A PORTION OF ROAD DEDICATED ON PLAN 21489
SECTIONS 9 AND 10 BLOCK 4 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT
BCGS 92G/015
PURSUANT TO SECTION 120, LAND TITLE ACT AND SECTION 40, COMMUNITY CHARTER

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

| NAD83 (CRS) 4.0.0.0.GC1.WGR UTM ZONE 10 COORDINATES | | | | |
|---|------------|-----------|-------------------|-------------------|
| GCN | NOTHING | EASTING | CONSIDERED FACTOR | ABSOLUTE ACCURACY |
| 7746833 | 445163.422 | 49374.612 | 0.992640 | 0.01 |
| 7746833 | 445163.422 | 49374.612 | 0.992640 | 0.01 |

A small compass rose icon with four arrows pointing North, South, East, and West.

0 5 10 20 35 40
ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED
THE INTENDED PLOT SIZE OF THIS PLAN IS 560mm
BOTH BY 423mm IN HEIGHT (C SIZE) WHEN PRINTED
AT A SCALE OF 1 : 7500



J. C. Tom and Associates
Conejo and B.C. Land Surveyors
113 - 8833 Dahl Crescent
Richmond, B.C. V6K 3Z7
Telephone: 214-8224
Fax: 214-8223
E-mail: office@jctom.com
Website: www.jctom.com
Job No. 7862
Drewn By KA

Grid bearings are derived from observations between genetic control measurements 77n1683 and 77n1698 and referred to the central meridian of UTM zone 12.

This site shows horizontal ground-level distances unless otherwise specified. To compute grid distances, multiply ground-level distances by the average combined factor of 0.89930493. The average combined factor has been determined based on geodetic control monuments 7744623 and 7744689.

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

This plan lies within the jurisdiction of
the Approving Officer for City of Pittman.

The field survey represented by
this plan was completed on
the 20 day of July, 2021
JOHNSTON C. TAW B215 711

7905704

CNCL - 15 (Special)



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

The Council of the City of Richmond enacts as follows:

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

FIRST READING

DEC 08 2025

SECOND READING

DEC 08 2025

THIRD READING

DEC 08 2025

ADOPTED

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

MAYOR

CORPORATE OFFICER

SCHEDULE 1

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

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

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

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

BETWEEN:

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

(the "Owner")

AND:

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

(the "City")

WHEREAS:

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

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

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

""CMHC"" means the Canada Mortgage and Housing Corporation or its successor in function;

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

8072388

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

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

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

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

provided however that:

- B) if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Dwelling Unit by such Eligible Senior Couple, such cumulative gross annual income for such Eligible Senior Couple shall be the cumulative gross annual income for such Eligible Senior Couple for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and

- C) in the absence of obvious error or mistake, any calculation by the City of an Eligible Senior Couple's permitted cumulative gross annual income in any particular year shall be final and conclusive.

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

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

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

provided however that:

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

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

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

““Permitted Rent” means:

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

provided that:

- B) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Rental Unit is occupied by the Eligible Senior under the Tenancy Agreement; and

- C) in the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;”;

- (d) deleting subsection 3.2(c) and replacing it with the following:

- “(c) the monthly rent payable by a Tenant for the right to occupy an Affordable Rental Unit must not exceed the Permitted Rent;”
 - (e) deleting the words and numbers “Section 905” where they appear and replacing them with “Section 483”;
 - (f) inserting the following as new Section 3.5:

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

 - (a) includes the following provision:

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

 - (i) a statement of the total, gross annual income, once per calendar year, from all sources (including but not limited to employment, disability, retirement, and investment) of all occupants who reside in the Affordable Rental Unit;
 - (ii) the number of occupants of the Affordable Rental Unit; and
 - (ii) the number of occupants of the Affordable Rental Unit who are 60 years of age or older;
 - (b) defines the term “Landlord” as the Owner of the Affordable Rental Unit; and
 - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Rental Unit to comply with this Agreement.”;
 - (g) replacing Schedule A to the Original Agreement with Appendix A attached hereto; and
 - (h) deleting Schedule B from the Original Agreement.
- 1.3 From and after the date written above, this Amendment will be read and construed along with the Original Agreement and the covenants, terms, conditions, and agreements

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

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

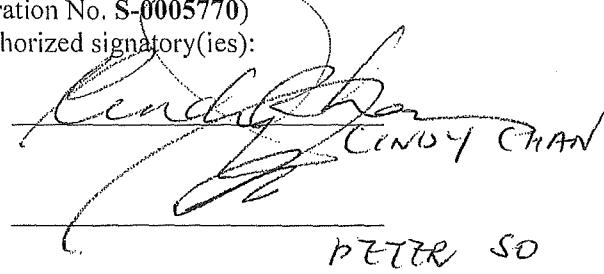
[remainder of page intentionally blank]

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

**RICHMOND KIWANIS SENIOR
CITIZENS HOUSING SOCIETY**
(Incorporation No. S-0005770)
by its authorized signatory(ies):

Per:
Name:

Per:
Name:



Cindy Chan
Peter So

CITY OF RICHMOND
by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

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

8072388

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

APPENDIX A TO AMENDMENT TO HOUSING AGREEMENT

SCHEDULE A to Housing Agreement

STATUTORY DECLARATION (Affordable Housing Units)

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

I, _____ (full name),

of _____ (address) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

1. I am the registered owner (the "Owner") of the Affordable Housing Units;
or,

I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;

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

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

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

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... continued from Page 1 – Page 2 of 2

5. I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED BEFORE ME at _____)
_____, in the _____)
Province of British Columbia, Canada, this _____)
____ day of _____, 20____)
_____) _____ (Signature of Declarant)
_____) Name:
_____)
A Notary Public and a Commissioner for taking
Affidavits in and for the Province of British
Columbia _____)
_____)

*Declarations should be signed, stamped, and dated and witnessed by a lawyer,
notary public, or commissioner for taking affidavits.*

8072388

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

Appendix A to Statutory Declaration

| Building Name: | | | Building Address: | | | Property Manager Name: | | |
|---|----------------------|--|----------------------------|---------------------------------|---|---|--|--|
| Property Management Company: | | | Property Manager Email: | | | Property Manager Phone Number: | | |
| Unit and Household Information: | | | | | | | | |
| Income and Rent | | | | | | | | |
| Reported to the City Council with the Statutory Declaration | | | | | | | | |
| Row # | Unit # | Unit Type (Studio, 1-Bed, 2-Bed, 3-Bed, 4-Bed, 5-Bed) | Number of Occupants (#) | Related to Owner (Yes/No) | Total Number of Occupants (Provide one response per occupant) | Total Number of Occupants who are Seniors as defined in the Affordable Housing Agreement (#) | Before-tax Total Income (\$ if Occupants is 18 years & Over) (Provide one response per occupant) | Income Verification Received Total Income (\$ if All Occupants are 18 years & Over) |
| 1 | | | | No | | | \$31,049 | Yes |
| 2 | | | | No | | | \$22,764 | Yes |
| 3 | EXAMPLE ONLY - A1 | 3 BR | 4 | No | 1 | 1 | 2022 | \$7,825 |
| 4 | | | | No | | | \$61,638 | \$1,611.19 |
| 5 | | | | | | | | |

Continue rows as needed.

CONSENT AND PRIORITY AGREEMENT

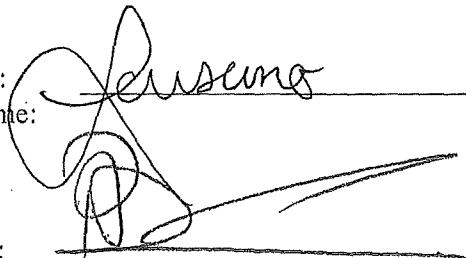
With respect to and Amendment to Housing Agreement (the “Amendment”) made pursuant to section 483 of the *Local Government Act* between the City of Richmond and Richmond Kiwanis Senior Citizens Housing Society (the “Owner”) in respect of the Lands (as described in the Amendment).

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

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

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

Per:
Name:



Loredana Cusano
Business and Commercial Lending Coordinator

Per:
Name:

Paolo Rubino
Team Manager
Business and Commercial Lending Administration



City of Richmond

Minutes

Regular Council

Monday, December 8, 2025

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R25/21-1 1. It was moved and seconded

That:

- (1) *the minutes of the Regular Council meeting held on November 24, 2025, be adopted as circulated; and*
- (2) *the minutes of the Special Council meeting held on December 1, 2025, be adopted as circulated.*

CARRIED

PRESENTATION

1.



Regular Council
Monday, December 8, 2025

Staff presented Council with the CIO Canada Award 2025, recognizing the City of Richmond's achievements in Municipal technology, specifically for the MyRichmond portal. Staff noted that the MyRichmond portal integrates key services such as property taxes, utilities, recycling, recreation, business licences and permitting into a unified platform and is recognized as a progressive foundational component of Richmond's digital service delivery.

COMMITTEE OF THE WHOLE

- R25/21-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:04 p.m.).

CARRIED

3. Delegations from the floor on Agenda items
Item No. 11 – 2026 Proposed Capital Budget

Harold Steves, voiced his concerns that previously approved funding for Phoenix Gillnet Loft was not included in the 2026 budget or the five year budget. He spoke to the (i) previously approved Council motions, (ii) Provincial and Federal funding, (iii) a timeline for Council moving forward with a Museum-Style interpretive Centre for the site, and (iv) inclusion of Maritime arts.

- R25/21-3 4. It was moved and seconded
That Committee rise and report (7:16 p.m.).

CARRIED

CONSENT AGENDA

- R25/21-4 5. It was moved and seconded
That Items No. 6 through No. 10 and 12 through 15 be adopted by general consent.

CARRIED



**Regular Council
Monday, December 8, 2025**

6. COMMITTEE MINUTES

That the minutes of:

- (1) *the Parks, Recreation and Cultural Services Committee meeting held on November 25, 2025;*
- (2) *the General Purposes Committee meeting held on December 1, 2025;*
- (3) *the Finance and Audit Committee meeting held on December 1, 2025;*
- (4) *the Planning Committee meeting held on December 2, 2025; and*
- (5) *the Special General Purposes Committee meeting held on December 3, 2025;*

be received for information.

ADOPTED ON CONSENT

**7. WEST RICHMOND PAVILION TERMS OF REFERENCE FOR
PUBLIC ART PROJECT**

(File Ref. No. 11-7000-09-20-376) (REDMS No. 8134670, 8141818)

That the Terms of Reference for the West Richmond Pavilion public artwork, as presented in the report titled “West Richmond Pavilion Terms of Reference for Public Art Project” from the Director, Arts, Culture and Heritage Services, dated November 3, 2025, be approved.

ADOPTED ON CONSENT

**8. OPTIONS FOR MAINTAINING VISITOR HOURS FOR LONDON
FARMHOUSE**

(File Ref. No. 11-7140-20-LFAR1) (REDMS No. 8174091, 8257424)

- (1) *That Option 2, as outlined in the report “Options for Maintaining Visitor Hours for London Farmhouse”, dated November 3, 2025, from the Director, Arts, Culture and Heritage Services be approved; and*



**Regular Council
Monday, December 8, 2025**

- (2) *That the Chief Administrative Officer and the General Manager, Parks, Recreation and Culture Division, be authorized to execute all documentation, including an amendment to the Operating Agreement as outlined in the report “Options for Maintaining Visitor Hours for London Farmhouse”, dated November 3, 2025, from the Director, Arts, Culture and Heritage Services.*

ADOPTED ON CONSENT

9. 2025 PROVINCIAL NATURAL RESOURCE PERMITTING IMPROVEMENTS INITIATIVE

(File Ref. No. 110-6125-01; 01-0035-20-RARE1; 01-0035-20-WSUS1; 01-0150-20-FLAN1) (REDMS No. 8200574, 8211249, 8211156, 8196346, 8196325, 8211221, 8192893)

- (1) *That the survey responses, as described in the report titled “2025 Provincial Natural Resource Permitting Improvements Initiative”, dated November 5, 2025, from the Director, Climate and Environment, be endorsed and submitted to the Ministry of Water, Land and Resource Stewardship; and*
- (2) *That a letter from the Mayor be sent to the Minister of Water, Land and Resource Stewardship requesting that more meaningful consultation, as outlined in the report, be implemented to support this provincial initiative.*

ADOPTED ON CONSENT

10. 2026 OPERATING AND CAPITAL BUDGETS FOR RICHMOND PUBLIC LIBRARY

(File Ref. No. 03-0970-25-2026-01; XR: 03-0970-01) (REDMS No. 8209786)

- (1) *That the 2026 proposed Richmond Public Library budget with a municipal contribution of \$12,642,700 as presented in Attachment 1 from the Chief Librarian and the Secretary of the Board, be approved; and*



Regular Council
Monday, December 8, 2025

- (2) *That the Richmond Public Library request for an additional municipal contribution of \$100,000 for physical collection from the Chief Librarian and the Secretary of the Board, be included as a recommended item in the report titled "2026 One-Time Expenditures" dated November 17, 2025 from the Director, Finance.*

ADOPTED ON CONSENT

11. 2026 PROPOSED CAPITAL BUDGET

(File Ref. No. 03-0970-25-2026-01; XR: 03-0970-02-01; 06-2052-25-PNET1) (REDMS No. REDMS No. 8201906, 8252634, 8258550)

Please see page 7 for action on this item.

12. 2026 PROPOSED OPERATING BUDGET

(File Ref. No. 03-0970-25-2026-01; XR: 03-0985-01) (REDMS No. 8216955, 8246844)

- (1) *That the 2026 Proposed Operating Budget as presented in Budget Option 2 for a total of 3.04% be approved as outlined below:*
- (a) *A same level of service budget increase of \$3,905,151 after tax growth with a tax increase of 1.19% be approved;*
 - (b) *Ongoing funding for expenditures previously approved by Council totaling \$2,742,450 as presented in Table 13 with a tax increase of 0.84% be approved;*
 - (c) *Emerging organizational additional levels in the amount of \$1,045,361 as presented in Attachments 10, 11, and 12, of the staff report titled 2026 Proposed Operating Budget with a tax increase of 0.32% be approved;*
 - (d) *The Rate Stabilization Account be used to pay for the one-time initial capital costs for the recommended No Tax Impact Positions from Attachment 11 totaling \$75,211 be approved;*
 - (e) *Transfer to reserves for Investment in Community Facilities as per Council's Long Term Financial Management Strategy in the amount of \$3,271,701 with a tax increase of 1.00% be approved;*
 - (f) *Senior level government and other government agency increase of \$700,259 with a tax increase of 0.21% be approved;*



Regular Council
Monday, December 8, 2025

- (g) *Use of reserves for program expenditures for Affordable Housing, Child Care and Public Art programs of \$1,360,000 as presented in Attachment 9 be approved;*
 - (h) *Operating budget impacts from the 2026 Proposed Capital Budget totalling \$101,581 with a tax increase of 0.03% be approved; and*
 - (i) *The Rate Stabilization Account be used to reduce the overall impact of additional operating costs for a total of \$1,800,000 resulting in a tax decrease of 0.55% be approved.*
- (2) *That the 2026 Operating Budget as approved be included in the Consolidated 5 Year Financial Plan (2026-2030); and*
- (3) *That item 2 of the Long Term Financial Management Strategy (Council Policy 3707) be amended as follows:*
- Gaming revenues are designated for the capital reserves, the major capital community facility replacement program, the grants program, and the Council initiatives account.*

ADOPTED ON CONSENT

Staff provided a memorandum (attached to and forming part of these minutes as Schedule 1) with respect to the change in E-Comm estimate in the 2026 Proposed Operating Budget report.

13. 2026 ONE-TIME EXPENDITURES

(File Ref. No. 03-0970-25-2026-01; XR: 03-0985-01) (REDMS No. 8217651)

That the one-time expenditures totaling \$3,504,797 as outlined in Attachment 1 of the 2026 One- Time Expenditures staff report, be approved with funding from the Rate Stabilization Account and included in the Consolidated 5 Year Financial Plan (2026-2030).

ADOPTED ON CONSENT



Regular Council
Monday, December 8, 2025

14. APPLICATION BY PETER LIU FOR A ZONING TEXT AMENDMENT TO THE “RESIDENTIAL MIXED USE COMMERCIAL (ZMU17) – RIVER DRIVE/NO. 4 ROAD (BRIDGEPORT)” ZONE TO ADD “HEALTH SERVICE, MINOR” AS A PERMITTED USE AT UNIT 2005 - 10011 RIVER DRIVE
(File Ref. No. 12-8060-20-010726, ZT 25-007646) (REDMS No. 8216986, 8219784, 8216987)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10726, for a Zoning Text Amendment to the “Residential Mixed Use Commercial (ZMU17) – River Drive/No. 4 Road (Bridgeport)” zone to add “Health service, minor” as a permitted use at Unit 2005 - 10011 River Drive, be introduced and given first reading.

ADOPTED ON CONSENT

15. HOUSING AGREEMENT AMENDMENT APPLICATION FOR 7378 & 7388 GOLLNER AVENUE (FORMERLY 6251 MINORU BOULEVARD)
(File Ref. No. 12-8060-20-010677; XR: 08-4057-05) (REDMS No. 8210765, 8129422, 8072388, 8247669)

That Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996, Amendment Bylaw No. 10677 be introduced and given first, second, and third readings.

ADOPTED ON CONSENT

CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

GENERAL PURPOSES COMMITTEE
Mayor Malcolm D. Brodie, Chair

11. 2026 PROPOSED CAPITAL BUDGET
(File Ref. No. 03-0970-25-2026-01; XR: 03-0970-02-01; 06-2052-25-PNET1) (REDMS No. REDMS No. 8201906, 8252634, 8258550)

R25/21-5

It was moved and seconded



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- (1) *That the 2026 Proposed Capital Budget as presented in Appendix 3 totaling \$245,724,000 be approved; and*
- (2) *That the 2026 Proposed Capital Budget as approved be included in the Consolidated 5 Year Financial Plan (2026-2030).*

The question on Resolution R25/21-5 was not called as in response to queries from Council, staff advised that (i) after deconstruction and salvage of select elements, and planning work to date, \$17.64 Million of the original \$19.44 Million remains in the capital budget for the Phoenix Net Loft project, (ii) every year the amount is included when the 5 year financial plan bylaw is brought forward to Council, (iii) the contract with Scott Construction covered only the deconstruction of the Phoenix Net Loft and concluded once that work was complete, (iv) staff are currently working to respond to a Council referral to review reconstruction options and (v) staff will be providing Council with a memorandum in Q1 of 2026 with a status update, as well as details and a timeline for the public consultation plan, (vi) the long-term financial management strategy including the 1% to reserves supports sustainability by reducing unplanned borrowing, provides for well maintained facilities and ensures financial stability and flexibility to fund projects.

Discussion ensued with respect to (i) clarity on the plans, uses, programs timeline, and budget for the Phoenix Net Loft, and (ii) the City's investment of \$33.6 million into the Flood Protection program which includes dike upgrade designs and improvements, drainage pump station rehabilitation and generator upgrade program, canal stabilization, and utility improvements.

The question on Resolution R25/21-5 was then called and it was **CARRIED**.

As a result of the discussion related to the rebuilding of the Phoenix Net Loft the following **referral** motion was introduced:

R25/21-6

It was moved and seconded

That the matter of rebuilding the Phoenix Net Loft project be referred to staff to comment and coordinate discussions on the various uses for the rebuilt facility, the potential programs and costs and potential external government sources of funding.



**Regular Council
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Discussion ensued with respect to (i) an outstanding referral from November 27, 2023 related to the topic, and (ii) the need for more detailed discussions to align expectations, and confirm Council's direction for the Phoenix Net Loft facility among all parties.

The question on the Resolution R25/21-6 was then called and it was **CARRIED**.

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

16. **APPLICATION TO AMEND FOOD PRIMARY LIQUOR LICENCE # 311573 - CHANGE TO HOURS OF LIQUOR SERVICE - YOKAI TAPAS & SAKE BAR - 140 - 6386 NO 3 RD**
(File Ref. No. 12-8275-30-001) (REDMS No. 8166612, 8208484)

R25/21-7

It was moved and seconded

- (1) *That the application from Imagin Restaurants Concepts Ltd., doing business as Yokai Tapas & Sake Bar, for an amendment to Food Primary Licence #311573, requesting an increase to their hours of liquor service from 09:00am to Midnight Monday to Sunday, to 09:00am to 2:00am Monday to Sunday, be supported; and*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information as set out in Attachment 1 to this report, advising that Council recommends the approval of the amendment to the Food Primary Liquor Licence as described in the Recommendation 1 of this report.*

The question on Resolution R25/21-7 was not called as discussion ensued with respect to (i) the potential for noise and the impact on the community, and (ii) City bylaw enforcement of noise complaints.



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In response to queries from Council, staff advised that (i) response to complaints is dependent on prior history of the establishment and may include warnings or tickets; persistent issues could lead staff to recommend suspending or cancelling the business licence through a report to Council, (ii) when reviewing requests to extend liquor service hours, staff consider factors such as background checks, zoning, input from nearby residents and businesses, and due diligence with other municipalities to assess overall risks and benefits, and (iii) based on staff analysis, staff consider the risk of extending service hours to be low and will monitor and address any future concerns.

The question on Resolution R25/21-7 was then called and it was **CARRIED** with Cllr. Wolfe opposed.

**17. OFFICIAL COMMUNITY PLAN 2050 TARGETED UPDATE –
UPDATE TO LAND USE MAP, HOUSING AFFORDABILITY
POLICIES, ENVIRONMENTALLY SENSITIVE AREAS, AND
REGIONAL CONTEXT STATEMENT**

(File Ref. No. 8060-20-010724; 12-8060-20-010725; XR: 08-4045-30-02) (REDMS No. 8220791, 8203779, 8217432, 8249199, 8257393)

R25/21-8

It was moved and seconded

- (1) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, to update the Official Community Plan Land Use Map, Housing Policies, Regional Context Statement and associated housekeeping and in-stream provisions, be introduced and given first reading;*
- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725, to update the Environmentally Sensitive Area (ESA) Map, ESA Development Permit Guidelines and ESA Development Permit Exemptions, be introduced and given first reading;*
- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, and Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725, 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*



Regular Council
Monday, December 8, 2025

Liquid Waste Management Plans;

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

- (4) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, and Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation with the exception of a referral to the Board of Education of School District No. 38 (Richmond);*
- (5) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, and Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725 be referred to the Provincial Agricultural Land Commission for comment, as required by Section 477(3)(b) of the Local Government Act;*
- (6) *That following first reading for Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, that the updated Regional Context Statement of the Official Community Plan be referred to the Metro Vancouver Board for acceptance as a condition for final adoption;*
- (7) *That Council Policies, for single-family lot size policies, as listed in Attachment 1 to the report titled "Official Community Plan 2050 Targeted Update – Update to Land Use Map, Housing Affordability Policies, Environmentally Sensitive Areas, and Regional Context Statement" dated November 19, 2025 from the Director, Policy Planning, be rescinded; and*
- (8) *That the following bylaws that have received third reading, Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10649 (9040 Francis Road) and Richmond Official Community Plan Bylaw 10655 (9000 No. 3 Road), be adopted for the purposes of in-stream provisions.*



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The question on resolution R25/21-8 was not called as discussion ensued with respect to (i) the extensive Official Community Plan (OCP) update public engagement and consultation process, (ii) the impact of Small-Scale, Multi-Use Housing (SSMUH) on the OCP update, (iii) ESA DP exemptions for small-scale species removal, (iv) the concepts of local area villages and arterial connectors for residential and mixed-use development, (v) concerns regarding the impact of three-storey townhouses front and back and four-storey buildings abutting into residential neighborhoods, (vi) support for Tier 1 development and densification, (vii) Provincial housing legislation significantly limiting land use planning for local governments, (viii) the need for a variety of housing, (ix) the new Provincial legislation mandating that Council must review the OCP every 5 years, (x) prezoning for rental development to incentivize affordable housing and simplify construction, (xi) density bonusing to incentivize greater housing affordability, diversity and higher achievable density, (xii) encouraging rental tenure zoning, and (xiii) concerns with the proposed setbacks and reduced arterial road access.

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

R25/21-9

It was moved and seconded

That Bylaw 10724 be amended to remove the reference to “400 m” from the Local Villages and Arterial Connectors neighbourhood types in Schedule A at Section 1.5, in Schedule D at Objective 2, and in Schedule F at Goals 1 and 5.

The question on Resolution R25/21-9 was not called as staff noted that 400 m is a reference illustrating the Tier 2 Local Village neighborhood extent and removing it would not alter any policies or affect the Local Village or Arterial Connector neighbourhood types.

The question on the Resolution R25/21-9 was then called and it was **CARRIED**.

The question on Resolution R25/21-8 as amended, which reads as follows:

(1) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724 as amended, to update the Official Community Plan Land Use Map, Housing Policies, Regional Context Statement and associated housekeeping and in-stream provisions, be introduced and given first reading;*



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- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725, to update the Environmentally Sensitive Area (ESA) Map, ESA Development Permit Guidelines and ESA Development Permit Exemptions, be introduced and given first reading;*
- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, and Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725, 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;*

is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;
- (4) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, and Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation with the exception of a referral to the Board of Education of School District No. 38 (Richmond);*
- (5) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, and Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10725 be referred to the Provincial Agricultural Land Commission for comment, as required by Section 477(3)(b) of the Local Government Act;*



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- (6) *That following first reading for Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10724, that the updated Regional Context Statement of the Official Community Plan be referred to the Metro Vancouver Board for acceptance as a condition for final adoption;*
- (7) *That Council Policies, for single-family lot size policies, as listed in Attachment 1 to the report titled “Official Community Plan 2050 Targeted Update – Update to Land Use Map, Housing Affordability Policies, Environmentally Sensitive Areas, and Regional Context Statement” dated November 19, 2025 from the Director, Policy Planning, be rescinded; and*
- (8) *That the following bylaws that have received third reading, Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10649 (9040 Francis Road) and Richmond Official Community Plan Bylaw 10655 (9000 No. 3 Road), be adopted for the purposes of in-stream provisions.*

was then called and it was **CARRIED** with Cllrs. Day and Hobbs opposed.

As a result of the discussion the following referral motions were introduced:

R25/21-10

It was moved and seconded

That staff investigate and report back regarding townhouse heights on Local Village, Tier 2, and Arterial Connector, Tier 1, where they interface with Small-Scale Multi-Unit Housing (SSMUH) neighbourhoods, and provide options for townhouses without a rear third storey, where the development abuts an existing Tier 1, Neighbourhood Residential.

R25/21-11

It was moved and seconded

That staff investigate and report back regarding limiting four storey rental buildings to arterial road intersections, sites abutting multi-family sites, schools and parks for Local Village, Tier 2, and Arterial Connector, Tier 1, including consideration of additional density (five or six storeys) with, for example, the inclusion of LEMR or seniors housing.



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The question on the referral motions was not called as discussion ensued with respect to (i) the merits of the two referrals, (ii) the next steps for the OCP update, and (iii) concerns about limiting four storey rental buildings to arterial road intersections.

The question on the Resolution R25/21-10 was then called and it was **CARRIED**.

The question on the Resolution R25/21-11 was then called and it was **CARRIED** with Cllrs. Gillanders and Wolfe opposed.

FINANCE AND CORPORATE SERVICES DIVISION

**18. CONSOLIDATED 5 YEAR FINANCIAL PLAN (2026-2030) BYLAW
NO. 10727**

(File Ref. No. 12-8060-20-010727, XR: 03-0970-01) (REDMS No. No. 8232223, 8232225, 8248121, 7877789)

R25/21-12

It was moved and seconded

- (1) *That the Consolidated 5 Year Financial Plan (2026-2030) Bylaw No. 10727 be introduced and given first, second, and third readings; and*
- (2) *That staff undertake a process of public consultation in accordance with Section 166 of the Community Charter.*

CARRIED

PUBLIC ANNOUNCEMENTS

Mayor Brodie announced:

The following people were appointed to the Aquatic Advisory Board for a two-year term to expire on December 31, 2027:

- Aria Cheema;
- Kristian Frantzen;
- Qin (Richard) Ji;

15.



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- Andrea Globa; and
- Rosemary Nickerson (Richmond Aquatic Users Association).

The following people were appointed to the Minoru Centre for Active Living Program Committee for a two-year term to expire on December 31, 2027:

- David Jones;
- Rosemary Nickerson (Aquatic Advisory Board);
- Bernard Seo; and
- Becky Wong.

Richard Marion was appointed to the Richmond Accessibility Advisory Committee for a two-year term to expire on December 31, 2027.

The following people were appointed to the Richmond Intercultural Advisory Committee for a two-year term to expire on December 31, 2027:

- Vladimir Choi;
- Mikaela Nuval;
- Nikhat Qureshi;
- Victor Yan; and
- Jill Lee.

The following people were appointed to the Richmond Youth Advisory Committee for a two-year term to expire on December 31, 2027:

- Jasamine Bains;
- Owen Chan;
- Miranda Se;
- Joe Vu;
- Wendy Zhang;
- Ravinder Johal;



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- Alvin Li;
- Jason Liu;
- Gregg Loo;
- Sabrina Chang;
- Xiangyi He;
- Alealeh Hope Tanierla;
- Daryl Yeung; and
- Dora Zhang.

The following people were appointed to the Richmond Food Security and Agricultural Advisory Committee for a two-year term to expire on December 31, 2027:

- Phil Carriere;
- Vida Rose;
- Garrett May; and
- Isbah Mahmood.

The following people were appointed to the Richmond Advisory Committee on the Environment for a two-year term to expire on December 31, 2027:

- Anthony Leung;
- Carolyn Jimenez;
- Gonzalo Wong;
- Stewart Cohen;
- Rynn Zhang; and
- Nadia Xenakis.



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The following people were appointed to the Richmond Heritage Commission for a two-year term to expire on December 31, 2027:

- Jim Carter-Huffman;
- Samuel Boisvert;
- Harley Grusko; and
- Theresa Magee.

BYLAWS FOR ADOPTION

R25/21-13

It was moved and seconded

That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10446 be adopted.

CARRIED

Opposed: Cllrs. Day
Wolfe

R25/21-14

It was moved and seconded

That the following bylaws be adopted:

Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10533;

Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10534; and

Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10716.

CARRIED

DEVELOPMENT PERMIT PANEL

R25/21-15 19. It was moved and seconded

(1) *That the minutes of the Development Permit Panel meeting held on November 13, 2025, and the Chair's report for the Development Permit Panel meetings held on June 11, 2025, be received for information; and*



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- (2) *That the recommendations of the Panel to authorize the issuance of Development Permit (DP 23-028741) for the property at 7511 St. Albans Road, be endorsed and the Permit so issued.*

CARRIED

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

R25/21-16 20. It was moved and seconded

That Council resolve into Committee of the Whole to hear delegations on non-agenda items (9:04 p.m.).

CARRIED

Jeff and Anne Hickling, Richmond residents and single-room home based short-term rental operators, raised concerns that the business licence fee for Short Term rentals increased from \$154 to \$423, treating single-room and multi-unit operators equally. They also expressed concern that new rules now prohibit microwaves, which were previously allowed, resulting in a fine without prior notice.

The delegation urged Council to adopt a tiered licensing fee structure, and to clarify the interpretation of Bylaw 7538 and restore the previous guidance that permitted microwaves.

Discussion took place with respect to what a tiered fee structure may look like.

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

R25/21-17 It was moved and seconded

That staff examine a tiered fee structure based on operation size, consider single-room versus multi-unit rentals, review requirements for microwaves and fridges in Short Term rentals, including when changes occurred and why a fine was issued and report back.

The question on Resolution R25/21-17 was not called as further discussion ensued regarding requirements for Bed and Breakfast (B&B) operations. It was noted that microwaves are allowed in B&B's.



City of Richmond

Minutes

Regular Council Monday, December 8, 2025

The question on Resolution R25/21-17 was then called and it was **CARRIED**.

- R25/21-18 21. It was moved and seconded
That Committee rise and report (9:13 p.m.).

CARRIED

ADJOURNMENT

- R25/21-19 It was moved and seconded
That the meeting adjourn (9:14 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, December 8, 2025.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



City of Richmond

Schedule 1 to the Minutes of the
Regular meeting of Richmond
City Council held on Monday,
December 8, 2025

Memorandum
Finance and Corporate Services Division
Finance Department

To: Mayor & Councillors **Date:** December 2, 2025
From: Melissa Shiau, CPA, CA **File:** 03-0970-25-2026-01/2025-
Manager, Financial Planning and Analysis **Vol 01**
Re: **Change in E-Comm Estimate in 2026 Proposed Operating Budget RTC**

The purpose of this memorandum is to summarize changes to the 2026 Proposed Operating Budget report dated November 17, 2025, resulting from new information received from E-Comm after the budget report was written and distributed to members of the Finance and Audit Committee. This updated information was discussed at the Finance and Audit Committee meeting on December 1, 2025. The revised estimate is subject to approval by E-Comm's Board of Directors.

Staff recommendation (1) is revised as a result of changes to item (f) to read:

- (I) That the 2026 Proposed Operating Budget as presented in Budget Option 2 for a total of **3.04%** be approved as outlined below:

(J) Senior level government and other government agency increase of **\$700,259** with a tax increase of **0.21%** be approved;

Specifically, Table 15 is revised as follows:

Revised Table 15: External Senior Government Related Increases

| External Senior Government Increases | Amount (in \$000s) | Tax Impact |
|--|-----------------------|--------------|
| E-Comm Enhancements | \$87 | 0.03% |
| Provincial Integrated Homicide Investigative Team RCMP | 359 | 0.11% |
| Integrated Teams and Real Time Intelligence Centre | 244 | 0.07% |
| Total External Senior Government Increases | \$700 | 0.21% |

Accordingly, throughout the report each instance of the previously proposed increase of 3.28% should be changed to 3.04%.

Revised Table 18 is provided for reference.

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Special

Revised Table 18: 2026 Proposed Operating Budget Increase

| Items | Total 2026 Operating Budget Increase (in \$000s) | Tax Impact | Equivalent for Average Residential Property |
|--|--|----------------|--|
| Same Level of Service before tax growth | \$9,848 | 3.01% | \$70 |
| Less: Reduction From Temporary Vacancies | (3,043) | (0.93%) | (21) |
| Less: 2026 Estimated Tax Growth | (2,900) | (0.89%) | (21) |
| Same Level of Service after tax growth (below CPI target of 1.80%) | 3,905 | 1.19% | 28 |
| Previously Approved Expenditures | 2,742 | 0.84% | 19 |
| Emerging Organizational Additional Level Increases | 1,046 | 0.32% | 8 |
| Investment in Infrastructure Replacement Needs (Transfer to Reserves) | 3,272 | 1.00% | 23 |
| LTFMS Policy: Same Level of Service + Previously Approved Expenditures + Emerging Organizational Additional Levels + 1.00% for Infrastructure Replacement Needs | 10,965 | 3.35% | 78 |
| External Senior Government Increases | 700 | 0.21% | 3 |
| Operating Budget Impacts | 102 | 0.03% | 1 |
| Less: Proposed Rate Stabilization | (1,800) | (0.55%) | (11) |
| Subtotal of Senior Government Increases, Operating Budget Impacts and Rate Stabilization | (998) | (0.31%) | (7) |
| Proposed 2026 Operating Budget Increase | \$9,967 | 3.04% | |
| Annual equivalent tax increase for average residential property | | | \$71 |

MSh

Melissa Shiau, CPA, CA
Manager, Financial Planning and Analysis

MS:ms

pc: SMT