



## COUNCIL REPORT

Report Date: June 5, 2024  
Contact: Ben Pollard  
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RTS No.: 15529  
VanRIMS No.: 08-2000-20  
Meeting Date: June 12, 2024  
[Submit comments to Council](#)

TO: Standing Committee on Policy and Strategic Priorities  
FROM: City Manager  
SUBJECT: Establishing a Chinatown Cultural District

### Recommendations

- A. THAT Council approve the draft *Chinatown Cultural District Framework* contained in Appendix A of this report as Council direction for Chinatown-related policy decisions and priorities moving forward.
- B. THAT Council direct staff to return in Q3 2024 with an early implementation plan for the *Chinatown Cultural District Framework* for Council's consideration;  
  
FURTHER THAT Council direct staff to include in the implementation plan next steps on strategic alignment between the *Chinatown Cultural District Framework*, Vancouver Plan directions, and other city-wide planning work including forthcoming provincial legislation (Bills 44, 46, 47).
- C. THAT Council endorse the establishment of a Chinatown Advisory Committee (Type D advisory body) to provide advice to Council on matters related to Chinatown, in accordance with the proposed Terms of Reference outlined in Appendix B.

### Purpose and Executive Summary

This report seeks Council's approval of a *Chinatown Cultural District Framework* ("Framework") that would establish a comprehensive approach to support the renewed vibrancy of the neighbourhood, including both economic and community development.

The Framework is an overarching document that addresses Chinatown's most urgent needs, responds to key priorities as identified by community partners, highlights new opportunities, and provides consistent and cohesive direction to the City's ongoing work in Chinatown. The work identified in the Framework also presents an opportunity to strategically progress work on the

City's priorities related to supporting diverse communities, including the Vancouver Plan's identified Ethno-cultural Community and Cultural Redress Areas.

The Framework consolidates and builds upon three Council approved plans: the Uplifting Chinatown Action Plan ([2023](#)), the Vancouver Chinatown Cultural Heritage Assets Management Plan (CHAMP) Strategic Framework ([2022](#)), and Chinatown-related directions from the Northeast False Creek (NEFC) Plan ([2018](#)).

Should Council approve the draft Framework, staff propose to return in Q3 2024 with an early implementation plan that identifies prioritized deliverables and timelines for work towards a vibrant cultural district.

The report further proposes the establishment of a new Council-appointed Type D Chinatown Advisory Committee to provide advice to Mayor and Council on Chinatown-related matters.

This report also includes:

- [RTS 13710](#) Report Back: Summary of Stakeholder Feedback on the Chinatown Cultural Heritage Assets Management Plan Strategic Framework;
- [RTS 15629](#) Update: Parking Meter Fees in Chinatown.

### **Council Authority/Previous Decisions**

- Uplifting Chinatown Action Plan ([RTS 15432](#), [January 17, 2023](#))
- Chinatown Cultural Heritage Assets Management Plan (CHAMP) – Strategic Framework ([RTS 13710](#), [June 8, 2022](#))
- Vancouver Plan: A Long Range Plan to Guide Growth and Change ([RTS 14898](#), [July 22, 2022](#))
- Northeast False Creek Plan and Viaducts Replacement Project ([RTS 12093](#), [January 2018](#)) and NEFC Infrastructure Project Implementation and Financial Strategy Guidelines ([RTS 12338](#), [June 2018](#))
- Historical Discrimination Against Chinese People in Vancouver ([RTS 010635](#), October 31, 2017)

### **City Manager's Comments**

The City Manager concurs with the foregoing recommendations.

### **Context and Background**

On October 31, 2023, Council approved the document entitled [Vibrant Vancouver: City Council's Strategic Priorities, 2023-2026](#), which outlines priorities and provides a framework for Council and staff to make resource allocation decisions and convey Council priorities to the public. One of Council's priorities under Strategic Objective No. 1 – Vibrant and Diverse is to revive Chinatown's vibrancy by undertaking a set of targeted safety and cultural initiatives.

Since July 2022, staff have met with stakeholders to better understand priorities and ideas for the neighbourhood, alongside implementation of the Uplifting Chinatown Action Plan. Staff have incorporated feedback, priorities, opportunities, and learnings from the past two years to propose a cohesive and city-wide approach to Chinatown as a cultural district, including actions to revive the neighbourhood's vibrancy.

## Discussion

### Draft Chinatown Cultural District Framework

Staff are seeking Council approval of the draft *Chinatown Cultural District Framework* (“Framework”), as outlined in Appendix A, which would establish a holistic, comprehensive approach to support the renewed vibrancy of the neighbourhood, including both economic and community development.

The Framework has five key goals:

1. Goal 1: Explore and Update Planning Tools to Support a Cultural District Approach
2. Goal 2: Improve the Overall Environment in Chinatown
3. Goal 3: Support Chinatown’s Cultural Heritage Assets and Businesses
4. Goal 4: Optimize Use of City Properties to Co-Deliver Housing, Services, and Amenities
5. Goal 5: Work Together to Support Chinatown Revitalization

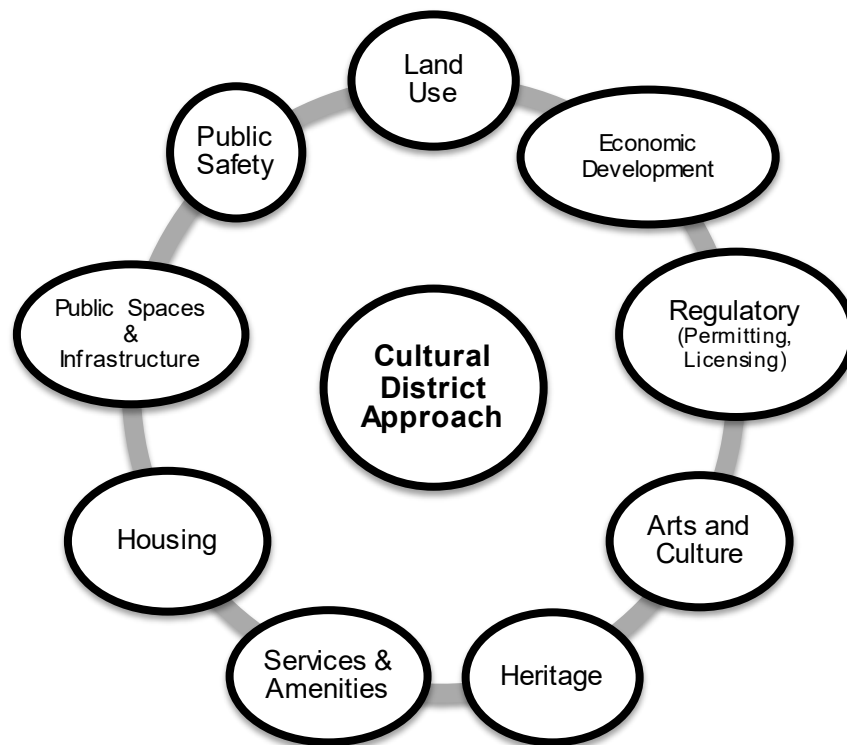
A cultural district approach to Chinatown can help manage development and change, steward intangible cultural heritage activities, prevent displacement and loss of important cultural spaces, activities, and culturally significant businesses, and support the local economy and community. This approach is consistent with the Vancouver Plan’s Ethno-cultural Community and Cultural Redress Areas direction and will act as the pilot for this direction.

The *Chinatown Cultural District Framework* consolidates and builds upon three Council-approved plans to provide a single comprehensive approach to supporting Chinatown: the Uplifting Chinatown Action Plan ([2023](#)), the Vancouver Chinatown Cultural Heritage Assets Management Plan (CHAMP) Strategic Framework ([2022](#)), and Chinatown-related directions from the Northeast False Creek (NEFC) Plan ([2018](#)).

### *Approach*

The *Chinatown Cultural District Framework* proposes the vision of a Chinatown Cultural District as a cohesive approach to addressing the needs, challenges, and opportunities in the neighbourhood. This approach takes into consideration the many facets of a thriving neighbourhood and community, including but not limited to land use, economic development, regulatory (permitting and licensing), arts and culture, heritage, social supports, housing, public spaces and infrastructure, and public safety. The Framework’s goals respond to key priorities identified by community partners as well as current challenges facing the neighbourhood and highlights new opportunities to support renewed vibrancy in Chinatown.

The Framework builds on the successful implementation of the Uplifting Chinatown Action Plan, which took a cross-departmental approach to ensure a coordinated, responsive, and collaborative approach to addressing challenges and priorities in the neighbourhood. This approach provides direction to align and enhance coordination of the City’s work and allows the City to reconsider how it plans for and supports Chinatown’s specific neighbourhood and cultural needs, especially in light of forthcoming provincial legislation on development and transit-oriented areas.



Should Council approve the Framework, staff propose to return in Q3 2024 with an early implementation plan that identifies timelines and deliverables for work towards a vibrant cultural district. The Framework and subsequent implementation will be coordinated by the City Manager’s Office in collaboration with staff from across City and Park Board departments and community partners and informed by advice from the proposed Council-appointed Chinatown Advisory Committee.

At this time, staff have not included a potential application for UNESCO World Heritage status as a part of the Framework, to enable prioritization of Chinatown’s more immediate vibrancy needs. However, the work contemplated in the Framework would provide a strong foundation, should Council and community stakeholders decide at a future date that pursuing a UNESCO designation is a priority.

### *Opportunities Beyond Chinatown*

While focused on Chinatown, the Framework can serve as a pilot to advance city-wide policy and planning work that responds to Vancouver Plan directions related to Ethno-cultural Community and Cultural Redress Areas, as well as directions related to Special Market Areas, small businesses, and cultural districts related to arts, culture, and heritage.

[Vancouver Plan](#) defines Ethno-cultural Community Areas as “areas where there is a concentration of cultural heritage assets, services, and/or businesses for or from specific racialized ethnic communities (e.g. Black and African descent communities, Punjabi, Chinese, or Vietnamese) or white ethnic communities (e.g. Greek, Italian, or Ukrainian).” Further, Vancouver Plan also defines Cultural Redress Areas as “areas where the City has issued recognition or formal apology with strategic, financial, and/or policy commitments to recognize and address historic and contemporary forms of legislative and municipal discrimination, erasure, and displacement. As of 2022, these areas include Chinatown, Hogan’s Alley, Punjabi Market, and Paueru-gai.”

The Ethno-cultural Community and Cultural Redress Areas identified in Vancouver Plan share similar intangible cultural heritage priorities and face similar challenges and pressures as Chinatown, and progress made towards a cultural district approach can have benefits for communities throughout Vancouver.

Staff will return to Council with further information on alignment between the Framework and Vancouver Plan directions related to Ethno-cultural Community and Cultural Redress Areas, and related next steps.

Recognizing that there is a long history on these lands, the City will also continue to engage with the Musqueam, Squamish and Tsleil-Waututh through the UNDRIP process to ensure alignment as these approaches are further developed.

In addition to reviving Chinatown's vibrancy, the Framework supports multiple strategic objectives as outlined in [Vibrant Vancouver: City Council's Strategic Priorities, 2023-2026](#), most notably under Strategic Objectives No. 1 (Vibrant and Diverse), No. 2 (Housing), No. 3 (Supporting Business), No. 5 (Safety and Security), No. 7 (Healthy, Inclusive and Equitable), No. 9 (Good Government).

### Establishing a Council-Appointed Chinatown Advisory Committee

Staff are further seeking Council direction on the establishment of a Council-appointed Chinatown Advisory Committee.

The purpose of the proposed Chinatown Advisory Committee is to provide advice to Mayor and Council on matters related to Chinatown, and provide community perspectives on city-wide priorities, policy, and work programs that may have an impact on the neighbourhood, including providing advice to Council on the *Chinatown Cultural District Framework*. The recommended composition of this committee is intended to reflect the neighbourhood's diverse stakeholder landscape in order to provide Council with a wide spectrum of perspectives related to Chinatown priorities, which span the full range of the City's jurisdictional areas of work.

Staff recommend a Type D advisory committee (task force) that provides policy advice and recommendations to Mayor and Council on a specific issue or topic, in accordance with the proposed draft Terms of Reference outlined in Appendix B.

If approved, this advisory committee would be one engagement venue for Chinatown-related work and will be supplemented by other topic-specific engagement by staff that will support Framework implementation. The City will also continue to pursue broader engagement as appropriate. For projects underway with standalone advisory or community working groups, such as the Uplifting Chinatown Action Plan or Chinatown Memorial Square Redesign, project updates would also be provided to the Chinatown Advisory Committee for the duration of the planned project.

### [RTS 13710 Report Back: Summary of Stakeholder Feedback on the Chinatown Cultural Heritage Assets Management Plan Strategic Framework](#)

In June 2022, Council adopted in principle the Chinatown Cultural Heritage Assets Management Plan (CHAMP) Strategic Framework ([RTS 13710](#)), with further direction for staff to consult with the Chinese Cultural Centre of Greater Vancouver (CCC), Vancouver Chinatown BIA (VCBIA), Vancouver Chinatown Merchants Association (VCMA), the Chinese Benevolent Association of

Vancouver (CBA), the Dr. Sun Yat-Sen Classical Chinese Garden Society, and the Vancouver Chinatown Foundation (VCF). The purpose of this further consultation was to gather their feedback on the framework and Phase I engagement, and ideas on how to adjust the engagement process moving forward. Since July 2022, staff have met with the specified stakeholders and co-chairs of the former Council-appointed Legacy Stewardship Group (LSG) to gather their feedback on the CHAMP Strategic Framework and the 2018-2022 engagement process.

Feedback and priorities identified from this process are summarized in Appendix C and have been incorporated into the *Chinatown Cultural District Framework*.

### [RTS 15629 Update: Parking Meter Fees in Chinatown](#)

In March 2023, Council approved a pilot to set on-street parking meter fees in Chinatown to \$2 per hour from 9AM to 10PM. The pilot began on June 1, 2023, and will run until December 31, 2024. Staff analysed parking transactions in Chinatown from June 1, 2023, to March 31, 2024, and compared the data to the same period in 2022-2023. Overall, the data shows that:

- The number of transactions has increased slightly by 2%;
- The parking meter revenue has gone down by 20%, amounting to \$262,000 in forgone revenue; and
- The average length of stay appears to have increased during the day, with 53% of vehicles staying for 1 to 2 hours during the day in 2023-2024 compared to 47% in 2022-2023.

Staff will continue to monitor and report back with recommendations in Q4 2024.

To improve loading opportunities for commercial vehicles, staff undertook a review of on-street special zones in Chinatown in Q2 2023. One passenger zone was converted to a loading zone, and Room to Load signage in both English and Traditional Chinese was installed at all loading zones to highlight their use for quick loading and pick-up/drop-off activities.

### **Financial Implications**

Costs associated with the establishment of an Advisory Committee (taskforce) typically include transportation allowance, basic-catering and reimbursement for Childcare expenses where applicable. The committee is anticipated to be in place from the fall of 2024 to November 2026 with the frequency of meetings yet to be determined. Assuming monthly meetings, the estimated cost over the term of the taskforce is expected to fall within the range of \$10k-\$15k with funding to be addressed during the annual budget process. If language access support is required, it would be an estimated additional cost of \$500-\$600 per meeting.

The implementation plan to be developed by staff and brought forward to Council for consideration in Q3 2024 will reflect the allocation of existing resources, pending any additional investments that may be approved by Council in the Operating Budgets for 2025 or future years

## **Legal Implications**

There are no legal implications at this time.

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## **APPENDIX A DRAFT CHINATOWN CULTURAL DISTRICT FRAMEWORK**

Vancouver Chinatown is one of the oldest Chinatowns in Canada and one of the top three in geographic size in North America. Since its establishment in 1885, Chinatown has remained in the same location as a living and thriving neighbourhood. A National Historic Site marked by its historical heritage buildings and intangible cultural heritage, Chinatown is an important part of Vancouver's history and adds to the rich diversity of the city's cultural fabric.

### Objective

The *Chinatown Cultural District Framework* ("Framework") proposes a cultural district as a guiding and comprehensive approach to supporting Chinatown's renewed vibrancy, including both economic and community development.

The Framework will guide the City's work in Chinatown, to help manage development and change, steward intangible cultural heritage, prevent displacement and loss of important cultural uses and culturally-significant businesses, and support the local economy.

The framework is centered on five key goals:

1. Goal 1: Explore and Update Planning Tools to Support a Cultural District Approach
2. Goal 2: Improve the Overall Environment in Chinatown
3. Goal 3: Support Chinatown's Cultural Heritage Assets and Businesses
4. Goal 4: Optimize Use of City Properties to Co-Deliver Housing, Services, and Amenities
5. Goal 5: Work Together to Support Chinatown Revitalization

### Approach

The Chinatown Cultural District approach takes into consideration the many facets of a thriving neighbourhood and community with a rich cultural heritage, including but not limited to land use, economic development, regulatory (permitting and licensing), arts and culture, heritage, social supports, housing, public spaces and infrastructure, and public safety.

To address this broad range of interconnected issues, the Framework will be implemented through a cross-departmental and collaborative approach, in partnership with community and senior orders of government.





### Opportunities Beyond Chinatown

The Framework works alongside other city-wide goals and priorities related to equity, Reconciliation, and supporting diverse communities.

While focused on Chinatown, the Framework will serve as a pilot and impetus to advance city-wide policy and planning work that responds to Vancouver Plan directions related to Ethno-cultural Community and Cultural Redress Areas, as well as directions related to Special Market Areas, small and culturally significant businesses, and cultural districts related to arts, culture, and heritage.

**Goal 1: Explore and Update Planning Tools to Support a Cultural District Approach**

*The Chinatown Cultural District Framework will explore current and new policy, land use, planning, heritage, and regulatory tools to manage Chinatown’s unique cultural heritage and character. This will also advance work to support Vancouver Plan’s direction on recognized Ethno-cultural Community and Cultural Redress Areas.*

<b>OUTCOMES</b>	<b>KEY ALIGNED WORK</b>
A. Explore a Cultural District approach for Chinatown, with appropriate planning and land use tools.	<ol style="list-style-type: none"> <li>1. Explore new land use options for the creation of a Cultural District approach that spans Chinatown’s current HA-1 and HA-1A areas.</li> <li>2. Identify how policies related to a cultural district approach will align with and advance related priorities and directions for Vancouver Plan’s Ethno-cultural Community and Cultural Redress Areas.</li> </ol>
B. Identify how current planning and land use tools can be updated in support of a new Cultural District approach.	<ol style="list-style-type: none"> <li>1. Review uses in the HA-1 and HA-1A district schedules to enable and protect uses that support cultural activities, events, and culturally significant businesses and/or retail, and align with the Framework’s vision of Chinatown as a cultural district.</li> <li>2. Explore opportunities and processes to protect, retain, and support cultural assets and intangible heritage, including uses, in the City’s development processes (Development Permits and Rezoning).</li> <li>3. Explore updating relevant design guidelines and/or bylaws to better express and make visible Chinatown’s cultural heritage within the built environment, such as the Sign By-law.</li> <li>4. Align Chinatown priorities with current and upcoming city-wide planning and policy work, including but not limited to housing targets, Vancouver Plan, and new provincial legislation (Bills 44, 46, 47).</li> </ol>
C. Explore updates to the City’s heritage conservation tools, policies, and processes to better support Chinatown’s intangible heritage.	<ol style="list-style-type: none"> <li>1. Explore updates to heritage policies, processes, and programs to support and protect intangible cultural heritage, including cultural food assets.</li> <li>2. Where appropriate, update heritage statements for Chinatown and its designated heritage buildings to include intangible cultural heritage.</li> </ol>
D. Streamline City permitting and regulatory requirements.	<ol style="list-style-type: none"> <li>1. Identify and address regulatory barriers facing culturally significant businesses in Chinatown, to support business retention and recruitment.</li> <li>2. Identify and address regulatory barriers facing Chinese Society and heritage buildings to better support retention</li> </ol>

	and conservation of heritage buildings, enable adaptive reuse, and encourage new uses and/or businesses.
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### Goal 2: Improve the Overall Environment in Chinatown

*The Chinatown Cultural District will be a clean, well-maintained, and vibrant public space where residents and visitors feel safe and make frequent visits to events, activities, and businesses in the neighbourhood.*

<b>OUTCOMES</b>	<b>KEY ALIGNED WORK</b>
A. Support ongoing public safety and public realm cleanliness.	<ol style="list-style-type: none"> <li>1. Continue supporting pilot projects started through the Uplifting Chinatown Action Plan: cleaning and sanitation; graffiti abatement strategies; and community supports.</li> <li>2. Explore ongoing partnership opportunities with VPD to bring additional focus to public safety in Chinatown.</li> </ol>
B. Ensure Chinatown's roads and public infrastructure are well-maintained.	<ol style="list-style-type: none"> <li>1. Identify resources required for public infrastructure improvements, such as for streets and sidewalks, alley beautification, and lighting.</li> </ol>
C. Enhance Chinatown's public spaces.	<ol style="list-style-type: none"> <li>1. Improve public and park spaces in Chinatown, including increased programming and placemaking opportunities.</li> <li>2. Explore opportunities for the creation of new gateways to Chinatown, including on Main Street and Quebec Street.</li> <li>3. Advance Chinatown Memorial Square Redesign through the 2023-2026 Capital Plan.</li> <li>4. Advance redesign of Andy Livingstone Park to enable more community uses, cultural activities, and events.</li> </ol>

**Goal 3: Support Chinatown’s Cultural Heritage Assets and Businesses**

*The Chinatown Cultural District will support the neighbourhood’s mix of businesses and intangible cultural heritage activities which highlight Chinatown’s unique character.*

<b>OUTCOMES</b>	<b>KEY ALIGNED WORK</b>
A. Invest in and support the long-term conservation and success of Chinese Societies and Benevolent Associations in Chinatown.	<ol style="list-style-type: none"> <li>1. Determine scale of investment needed to pursue full-scale rehabilitation of Society-owned heritage buildings in collaboration with the Societies.</li> <li>2. Identify resources required and opportunity to continue the Chinese Society Legacy Program in the 2026-2029 Capital Plan.</li> <li>3. Identify resources required to support Chinese Societies and Benevolent Associations in succession planning to enable stewarding of cultural heritage assets and activities, including exploring wider access to spaces in Society buildings for programming and activities.</li> <li>4. Continue supporting Chinese Benevolent Societies that own SRO buildings through the Chinatown Housing Partnership Grant Program, administered by ACCS to support renovations, improve liveability, and maintain affordability.</li> </ol>
B. Continue to support intangible heritage assets and activities in Chinatown.	<ol style="list-style-type: none"> <li>1. Support non-profit organizations and cultural institutions stewarding Chinatown’s cultural heritage through project-based and capital grants.</li> <li>2. Conduct an update of the Chinatown Cultural Heritage Assets Mapping Inventory every three years to track and monitor Chinatown’s cultural assets and ensure appropriate supports as necessary.</li> </ol>
C. Protect and enhance cultural food assets and culturally significant small businesses.	<ol style="list-style-type: none"> <li>1. Develop a policy to recognize cultural food assets and culturally significant small businesses, including integration into current planning, land use, and regulatory work.</li> <li>2. Ensure cultural food assets and culturally significant small businesses are included in the City’s planning and economic development work, including the annual Storefronts Inventory which tracks loss and change of businesses.</li> <li>3. Support retention and recruitment of cultural businesses, including continuing and/or expanding the Special Enterprise Program.</li> <li>4. Explore potential policy options to support culturally significant businesses and activities, such as policy</li> </ol>

	options to enable below-market commercial spaces and addressing regulatory barriers to allow multi-tenant and multi-use cultural hubs and retail spaces.
D. Highlight Chinatown as a cultural destination for visitors.	1. Collaborate with local and regional economic development and tourism organizations and Chinatown partners on the development of a Chinatown Cultural Destination Strategy that supports the local economy and attracts visitors and events, such as FIFA and film.

#### Goal 4: Optimize Use of City Properties to Co-Deliver Housing, Services, and Amenities

*The Chinatown Cultural District will optimize use of City-owned properties to support co-delivery and co-location of housing, services, and amenities, and to support the neighbourhood's needs.*

<b>OUTCOMES</b>	<b>KEY ALIGNED WORK</b>
A. Maximize the potential of the City-owned Chinatown Plaza property to support the local economy and draw visitors to the area.	<ol style="list-style-type: none"> <li>1. Explore and implement an economic development pilot project for the ground-floor of Chinatown Plaza that supports culturally significant businesses and activities, and draws visitors to the area.</li> <li>2. Develop an interim community use approach to address immediate needs for community space use and programming that aligns with existing Plaza operations and mitigates impact on existing commercial tenants.</li> </ol>
B. Support and explore opportunities at other City-owned properties in Chinatown.	<ol style="list-style-type: none"> <li>1. Support new lease and service level agreement negotiations with the Dr. Sun Yat-Sen Classical Chinese Garden.</li> <li>2. Develop an operations framework and identify facilities and supports required to increase programming at the City-owned courtyard adjacent to the Chinese Cultural Centre and Dr. Sun Yat-Sen Classical Chinese Garden.</li> <li>3. Explore options to better manage the City-owned Pender block in support of activities and operations at the Chinese Cultural Centre and the Dr. Sun Yat-Sen Classical Chinese Garden.</li> <li>4. Explore opportunities and partnerships on City-owned lands to support and deliver co-location of amenities, services, facilities, and a range of housing options.</li> </ol>
C. Explore partnership opportunities to deliver housing, services, and amenities in Chinatown.	<ol style="list-style-type: none"> <li>1. Explore opportunities to work with senior governments and other partners to deliver amenities and a range of housing options on City-owned land, including considerations for culturally appropriate and integrated services.</li> </ol>

**Goal 5: Work Together to Support Chinatown Revitalization**

*The implementation of the Chinatown Cultural District will be a well-coordinated cross-departmental initiative within the City and work collaboratively with external partners and senior levels of government to ensure a concerted and effective effort towards Chinatown revitalization.*

<b>OUTCOMES</b>	<b>KEY ALIGNED WORK</b>
A. Engage with Chinatown communities and partners.	<ol style="list-style-type: none"> <li>1. Establish a Council-appointed Chinatown Advisory Committee to provide advice to Mayor and Council and inform city-wide priorities and work related to Chinatown.</li> <li>2. Continue to engage with the broader community as appropriate on work areas identified in the Framework to support implementation</li> </ol>
B. Advocate to senior levels of government on coordination and alignment needed to support Chinatown revitalization.	<ol style="list-style-type: none"> <li>1. Develop an intergovernmental approach to Chinatown priorities to ensure alignment with senior levels of government.</li> <li>2. Coordinate with senior governments on priorities related to housing, healthcare, and the SRO investment strategy to support long-term needs in Chinatown.</li> </ol>
C. Establish a cross-departmental approach to support delivery of Chinatown priorities.	<ol style="list-style-type: none"> <li>1. Establish an internal cross-departmental model led by the City Manager's Office to ensure efficient and effective implementation and integrate Chinatown priorities into City-wide work.</li> <li>2. Support implementation of the City's work and priorities related to older persons and elders, including the Seniors Housing Strategy.</li> <li>3. Support implementation of the Accessibility Strategy.</li> </ol>

## APPENDIX B CHINATOWN ADVISORY COMMITTEE DRAFT TERMS OF REFERENCE

### 1. Background

On October 31, 2023, Council approved the document entitled [Vibrant Vancouver: City Council's Strategic Priorities, 2023-2026](#), which outlined priorities and provides a framework for Council and staff to make resource allocation decisions and convey Council priorities to the public. One of Council's priorities under Strategic Objective No. 1 – Vibrant and Diverse is to revive Chinatown's vibrancy.

The City has supported community-led initiatives in Chinatown since the 1970s, when the neighbourhood was designated as a historic area by the City and the Province. Since then, Chinatown has become a neighbourhood with a diverse landscape with numerous community groups and perspectives on the many priorities and challenges facing the neighbourhood.

### 2. Purpose

The purpose of the Chinatown Advisory Committee is to provide advice to Mayor and Council and inform city-wide priorities and work related to Chinatown, including on the implementation of the *Chinatown Cultural District* framework and related projects delivery. The establishment of a Council-appointed Chinatown Advisory Committee will ensure that a diverse and relevant set of perspectives help guide Chinatown revitalization as a strategic Council priority. The Chinatown Advisory Committee will serve from Fall 2024 until November 1, 2026.

### 3. Scope of Work

- Providing advice to Mayor and Council on Chinatown priorities, including on the implementation of the *Chinatown Cultural District Framework*.
- Providing advice, expertise, and experiential knowledge on Council priorities related to Chinatown. Advises Council on all civic programs that relate to Chinatown, including advice on Chinatown priorities in City plans and policy initiatives.
- Considering the needs of residents, businesses, non-profit and community-serving organizations, and cultural institutions and bring forward a broad range of perspectives and interests.
- Identifying opportunities for collaboration and partnerships with non-profit organizations, cultural institutions, external agencies, and counterparts from other civic agencies on issues of mutual interest.
- Providing recommendations on effective broader engagement with residents, businesses, and various community partners. Engages in outreach to disseminate information and encourage participation from constituent communities.

Out of scope:

- Providing direction and advice to City staff;
- Coordinating or providing direction to Chinatown-related initiatives outside of the City's policies and work programs;
- Development reviews;

- Mandates, policies, and/or regulations outside of City of Vancouver jurisdiction.

#### 4. Eligibility

Individuals appointed to the Chinatown Advisory Committee must meet the following essential criteria:

- Not be employed by the City of Vancouver as staff or as a contractor.
- Live or work in Vancouver, or have a significant body of experience or experiential knowledge with matters related to Chinatown.
- Have connections, expertise, and/or experiential knowledge to relevant communities, groups, and/or organizations in Chinatown and Vancouver.
- Be able to demonstrate relevant experience, expertise, experiential knowledge, abilities, and skills related to Chinatown priorities and interests.
- Be able to work in a collaborative environment with intercultural sensitivity, particularly as it relates to Chinese Canadian and low-income communities.

#### 5. Guiding Principles

The Chinatown Advisory Committee will:

- Ensure the Committee is a space of mutual respect and transparency to discuss issues, perspectives, and solutions; work constructively and collaboratively with all members, Council, and staff.
- Assume good intentions of other committee members, staff, and Council.
- Ensure that the Committee holistically considers all the areas that make Chinatown unique, including but not limited to: arts and culture, history, seniors, youth, heritage buildings, tangible and intangible heritage, businesses and economic development, cultural heritage, healthcare and services, and public safety.
- Ensure that the Committee represents and works towards a broad range of interests in Chinatown, recognizing that there are a multitude of expertise, lived experiences, and relationships to Chinatown as a historic area and cultural identity, and that the neighbourhood's cultural institutions, community and non-profit organizations, businesses, and residents may have different approaches and perspectives.

#### 6. Decision-Making

Key initiatives related to Chinatown and updates on the implementation of the draft *Chinatown Cultural District* framework will be brought to the Chinatown Advisory Committee, whose members will provide advice to Council. City staff remain responsible for making the final recommendations to Council for their consideration and decision.

All ideas and views will be recorded and acknowledged in the minutes. A consensus on the advice provided by the Committee is not required. Where voting is required, the vote of each member will be documented regardless of their position.

- The preferred model for decision-making is consensus. If consensus cannot be reached, any member may put forward a motion for a vote.



- A quorum (majority of appointed members) must be present for a vote to take place.
- Should there be a vote on any matter, each Committee member shall have one vote and decisions of the committee shall be made by a simple majority. Should the numbers of votes cast for and against be equal, the motion fails.
- When voting on issues related to advice to Council, all individual votes will be recorded and that vote record will also be conveyed to Council as part of advice.
- In the absence of one of the appointed committee members, their respective alternate may vote.

## 7. Composition

The Chinatown Advisory Committee is a Type D Committee (Task Force) where members are appointed by Vancouver City Council. The composition of this committee is intended to reflect the neighbourhood's diverse stakeholder landscape in order to provide Council with a wide spectrum of perspectives related to Chinatown priorities, which span the full spectrum of the City's jurisdictional areas of work.

- The total number of members will range from 12 to 20 and will be determined by Mayor and Council.
- The composition of the committee shall include the below members:
  - One representative each from:
    - Vancouver Chinatown Foundation;
    - Chinese Canadian Museum;
    - Chinatown Society Heritage Buildings Association;
    - Dr. Sun Yat-Sen Classical Chinese Garden;
    - Chinese Benevolent Association;
    - S.U.C.C.E.S.S;
    - Vancouver Chinatown Business Improvement Association;
    - Vancouver Chinatown Merchants Association;
    - Chinese Cultural Centre of Greater Vancouver;
  - Two residents who live in Chinatown;
  - Chair of the Chinatown Historic Area Planning Committee, or alternate as determined;
- Up to two additional members from each of the following areas of expertise (including professional, volunteer, education, research, and/or lived experience):
  - Business and economic development;
  - Community-serving organization(s);

- Chinese Benevolent Societies and Associations;
- Arts, culture, and heritage;
- The committee will also include non-voting members:
  - Up to two non-voting Council liaisons (appointed by the Mayor);
  - Two non-voting staff liaisons (appointed by the City Manager);
  - One non-voting Vancouver Police Department staff liaison (optional).

The committee will elect one member to serve as Chair, and one member to serve as Vice-Chair.

The City of Vancouver is committed to equity, diversity, and inclusion, and is committed to achieving equity goals including but not limited to gender balance, diversity of age, and a range of backgrounds including income, cultural background and diversity, networks, and experiences related to Chinatown.

The appointment of public members to each advisory committee shall meet the composition objectives set out in the [Diversity on Advisory Bodies](#) policy.

## **8. Member Roles and Responsibilities**

- Committee members are expected to attend all meetings, or ensure that an alternate from their organization is able to attend. Members and alternates are expected to apprise themselves of decisions taken at all meetings.
- An advisory committee member who is absent from more than two consecutive advisory committee meetings without having first obtained a leave of absence in accordance with this by-law, is deemed to have resigned.
- A leave of absence may be up to a maximum of three consecutive meetings.

## **9. Term**

The Chinatown Advisory Committee will serve from Fall 2024 and be discharged November 1, 2026. Council may choose to renew the Committee depending on future work.

## **10. Administrative Processes**

### **a. Frequency of Meetings**

*Regular meeting day and time TBD.* Meetings will be held in-person with a hybrid option to attend virtually.

### **b. Agendas, Minutes, Materials**

- Agendas will be developed by the Chair with a call to members for items, with support from the Staff Liaison(s).
- Members will request space on the agenda for items related to the Committee's mandate, with a deadline of the one week before the scheduled meeting.
- Agenda and materials will be distributed the 3 days before the scheduled meeting.

- Minutes will be distributed within two weeks after the scheduled meeting, with a call for new agenda items for the next meeting.
- City staff will provide meeting support in the form of recording and preparing meeting minutes. Meeting minutes will record all perspectives, votes, and decisions to be presented for Council consideration.
- Meeting agendas and minutes will be recorded in English with translations in Traditional and Simplified Chinese to follow one week after English meeting minutes are distributed.

#### **c. Meeting Invitees**

Additional individuals with relevant experience may be invited to participate on the Committee as recommended by Committee members on an ad-hoc basis. If additional ad-hoc participants are to attend a meeting, this must be decided by consensus in the previous meeting. Ad-hoc participants do not have voting rights.

#### **d. Accommodations**

Meetings will be conducted in English, and Chinese interpretation will be provided upon request.

### **11. Conflict of Interest**

If a potential conflict of interest for any member should arise, the member is expected to raise the topic and potential conflict to the Committee. The member must recuse themselves of all related discussion and any related voting.

### **12. Confidentiality**

All materials produced and presented to the Chinatown Advisory Committee are the property of the City and are confidential to the Committee within its stated purpose. All members are required to maintain the confidentiality of all materials, documents, and discussions.

### **13. Code of Conduct**

The Committee will follow the Code of Conduct By-law No. 12886 and in doing so will abide by the following rules and guidelines:

- Agree to operate in accordance with the Terms of Reference.
- Bring any concerns to the Chair, Council Liaison(s), and/or the Integrity Commissioner as soon as possible.
- Not act as the spokesperson for the Committee unless authorized by the Committee to do so.
- Be accountable to Vancouver City Council and communicate updates about the work of the Committee to their staff and/or members.
- Respect the confidentiality of Committee members.

In the event a person believes that they have been subject to conduct by a Committee member or alternate in breach of the Code of Conduct By-law, the Complaint and Resolution Procedures outlined in Part 6 of the By-law will apply.

## **APPENDIX C**

### **RTS 13710 REPORT BACK: SUMMARY OF STAKEHOLDER FEEDBACK ON THE CHINATOWN CULTURAL HERITAGE ASSETS MANAGEMENT PLAN STRATEGIC FRAMEWORK**

In June 2022, Council adopted in principle the Chinatown Cultural Heritage Assets Management Plan (CHAMP) Strategic Framework ([RTS 13710](#)), with further direction for staff to consult with the Chinese Cultural Centre of Greater Vancouver (CCC), Vancouver Chinatown BIA (VCBIA), Vancouver Chinatown Merchants Association (VCMA), the Chinese Benevolent Association of Vancouver (CBA), the Dr. Sun Yat-Sen Classical Chinese Garden Society, and the Vancouver Chinatown Foundation (VCF). The purpose of this further consultation was to gather their feedback on the framework and Phase I engagement, and ideas on how to adjust the engagement process moving forward. Since July 2022, staff have met with the specified stakeholders and co-chairs of the former Council-appointed Legacy Stewardship Group (LSG) to gather feedback on the CHAMP Strategic Framework and the 2018-2022 engagement process.

In addition to this further consultation process, staff were also directed to consult with the specified stakeholder groups on the January 2023 Uplifting Chinatown Action Plan, and directions related to Chinatown in the Northeast False Creek Plan. Through this further consultation process, several key themes related to feedback on the CHAMP framework, and in general related to Chinatown, emerged:

1. **Recognition of Chinatown’s specific needs that are distinct and separate from the DTES:** Stakeholders reported that Chinatown has specific neighbourhood needs and cultural heritage priorities that are different from the DTES, and that Chinatown’s geographic inclusion in the DTES Plan is unable to address Chinatown’s priorities. Stakeholders also report that this should extend to considerations of policies, zonings, uses, and bylaws in Chinatown that currently do not prioritize Chinatown’s cultural heritage. Stakeholders feel that the City needs to consider approaches that first and foremost prioritize Chinatown, its history, cultural heritage, and culturally relevant uses.
2. **Improvement of public infrastructure and overall environment in Chinatown:** Stakeholders report that streets, sidewalks, and lighting infrastructure in Chinatown require significant improvements to better support revitalization and to communicate to visitors that Chinatown is a safe and welcoming area to visit. Stakeholders report that potholes require repair, some streets such as East Georgia Street require full repaving, and that lamp poles and the electrical system in Chinatown require significant upgrades or replacement. Stakeholders would also like to see significant progress on the redesign of Chinatown Memorial Square, which has now been underway for many years.
3. **Supporting businesses and economic development:** Stakeholders report that legacy and culturally significant businesses in Chinatown face not only the challenges that small businesses face across Vancouver, but also additional challenges such as language access, lack of familiarity with City permitting or licensing processes, and other culturally specific needs due to history or location in Chinatown. Stakeholders report that they would like to see supports specifically to support small businesses with business development, retention, recruitment, capital improvements, permitting and licencing fees, and expansion of programs such as the Special Enterprise Program. Stakeholders also report that the City’s work on small businesses, such as the Small Business Task Force, needs to better understand Chinatown’s specific needs and integrating those priorities into their work.

4. **More emphasis on graffiti abatement, cleanliness, and public safety:** Stakeholders feel that any City-led frameworks for Chinatown must place heavier emphasis on graffiti, cleanliness, and public safety to support revitalization. Stakeholders feel that the City can play a bigger role, and should lead efforts in this area, particularly as the challenges facing Chinatown are too big for any community-led organizations to address alone.
5. **Delivery of priorities related to the Northeast False Creek Plan, in particular Chinese seniors housing:** Stakeholders report that they would like to see progress on Chinatown-related directions in the NEFC Plan given the length of time that has passed since the plan was approved by Council. These priorities include: gateways for Chinatown; Chinese seniors housing; redesign of Andy Livingston Park; and Carrall St. proposed closure. Stakeholders also feel that housing and Chinese seniors housing is an urgent priority given Chinatown's aging population. Stakeholders also report that Main Street frontage urban design remains a priority and they feel it should reflect the historical Chinatown development patterns of small lots and sawtooth building heights. This has been shared throughout the NEFC planning process and in more recent consultations with Chinatown stakeholders on Chinatown-related priorities in the NEFC plan.
6. **Need for community spaces, including better utilization of Chinatown Plaza:** Stakeholders report that there is a critical need for more spaces in Chinatown to support community and grassroots programming, workshops, events, and festivals. This includes better utilization and management of the City-owned Chinatown Plaza, which stakeholders feel is under-utilized, perceived as empty and/or poorly managed, and could be a space for innovation, economic development, and exploration to support culturally significant businesses.
7. **Formal engagement process with the City:** Stakeholders report that they would like to see a formal engagement venue with City staff and Council, similar to other Advisory Committees. They report that there needs to be clearer expectations of members, formal Terms of Reference, composition and membership requirements, and voting structures to ensure equality and fairness.
8. **UNESCO:** Some stakeholders report that they felt that CHAMP placed too much emphasis on UNESCO when Chinatown had more emerging priorities and critical needs that needed to be addressed before an application for UNESCO World Heritage Status can be considered. Staff clarified that both CHAMP and future frameworks would “leave the door open” for a future UNESCO application should Council and community stakeholders feel that it is still a priority, but that the primary purpose would be to support immediate revitalization needs for Chinatown.
9. **Ongoing dedicated resources for Chinatown:** Stakeholders report that Chinatown needs sustained, ongoing funding and resources that are not time limited. For example, this includes supports for heritage buildings, small businesses, public safety, and cleanliness. Stakeholders would also like more action-oriented work as opposed to feasibility studies.

Feedback and priorities identified from this process have been incorporated into the *Chinatown Cultural District Framework* to ensure a cohesive and city-wide approach to Chinatown-related work at the City. These priorities are included alongside alignment of three previously Council-approved plans: the Uplifting Chinatown Action Plan ([2023](#)), the Vancouver Chinatown Cultural Heritage Assets Management Plan (CHAMP) Strategic Framework ([2022](#)), and Chinatown-related directions from the Northeast False Creek (NEFC) Plan (2018).