



April 2, 2003

Ted Townsend  
Manager, Communication & Public Affairs  
City of Richmond  
6911 No.3 Road,  
Richmond, BC  
V6Y 2C1

Dear Mr. Townsend:

On behalf of BC Hydro Power Smart, we request to appear as a delegation at your April 14<sup>th</sup> City Council meeting. At this time, Bev Van Ruyven, Senior Vice-President, Distribution will announce that the City of Richmond has achieved the distinction of a Power Smart Certified Partner. The City of Richmond is the first municipality to receive this distinction.

We look forward to celebrating this achievement with you.

Best regards,

Barbara Broughton  
Manager, Power Smart Public Relations & Education



## City of Richmond

6911 No.3 Road, Richmond, BC V6Y 2C1  
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April 8, 2003  
File: 0105-01

BC Hydro Power Smart Communications  
#16 – 333 Dunsmuir Street  
Vancouver, BC V6B 5R3

Attention: Barbara Broughton  
Public Relations & Education Manager

Dear Ms. Broughton:

Re: Announcement of the City of Richmond's Distinction of being a Power Smart Certified Partner

In response to your correspondence dated April 2<sup>nd</sup>, 2003, this is to confirm that arrangements have been made for Bev Van Ruyven, Senior Vice-President Distribution, to appear as a delegation on the above matter at the open Council Meeting scheduled for 7:00 p.m., Monday, April 14<sup>th</sup>, 2003 in the Council Chambers, Richmond City Hall. It is noted that your presentation will be placed at the beginning of the Council Agenda, and Ms. Van Ruyven should be in attendance at that time to make the announcement. Please have any material you wish to have included in the Council agenda package for that meeting in this office by 5:00 p.m., Wednesday, April 9<sup>th</sup>, 2003.

Yours truly,

David Weber  
*Acting City Clerk*

fja

pc Mayor Brodie