



**City of Richmond**

**Report to Committee**

**To:** Public Works and Transportation Committee

*To PW47 - November 20, 2002*  
**Date:** October 29, 2002

**From:** Gordon Chan, P. Eng.  
Director, Transportation

**File:** 8060-20-7548

**Re: AMENDMENT TO TRAFFIC BYLAW 5870 - AUTHORIZATION OF ANNUAL PARADES**

**Staff Recommendation**

That Bylaw 7548, which amends Traffic Bylaw 5870 to add Schedule K which lists the annual parades that do not require Council approval and to delegate to the Director of Transportation the authority to approve those annual parades as listed in Schedule K be given first, second and third reading.

Gordon Chan, P. Eng.  
Director, Transportation

FOR ORIGINATING DIVISION USE ONLY		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
City Clerk .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Law .....	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

## Staff Report

### Origin

At the October 22, 2002 Public Works and Transportation Committee meeting, staff were directed to bring back a report to amend Traffic Bylaw 5870 "Parades." The purpose of the proposed bylaw amendment is to allow staff to authorize existing and recurring on-street parades held in Richmond and to present only new parade applications to Council for approval. The proposed approval process would result in enhanced customer service and reduce the number of routine reports submitted to Council.

### Analysis

The current Traffic Bylaw 5870 indicates that all on-street parades held in the city must be approved by Council. A review of the Motor Vehicle Act by the City Solicitor found that Council has the authority to delegate the authorization of parades to a staff member.

To facilitate the change in the approval process the following amendment to Section 7 "Parades" of Traffic Bylaw 5870 is required.

#### Amendment to Traffic Bylaw 5870 (Attachment 1)

Bylaw 5870, Section 7 is amended by adding to subsection 7.2 the following sentence:

*Annual parades listed in schedule K of this bylaw may be approved by the Director of Transportation unless there is a change in any of the criteria listed in subsection 7.3 from the previous years parade format. Any change must be approved by Council before a permit may be issued.*

#### Additional Schedule to Traffic Bylaw 5870

Bylaw 5870 is amended by the addition of Schedule "K":

*The following annual parades may be authorized by the Director of Transportation, subject to section 7.2:*

- *The Steveston Salmon Festival Parade to be held on July 1<sup>st</sup>;*
- *The Remembrance Day Parade to be held on November 11<sup>th</sup>; and*
- *The Steveston Santa Claus Parade to be held on December 24<sup>th</sup>.*

#### Parade Criteria

The following are the parade criteria identified in Section 7.3:

*Nature of the parade, the day and hour, the place or places of formation or commencement, the route and the point of disbandment.*

#### New Parade Applications

All new applications for parades not listed in Schedule "K" and any changes in formats of the parades must still be approved by Council.


**Financial Impact**

None.

**Conclusion**

Traffic Bylaw 5870 requires that all on-street parades be approved by Council. The proposed amendment to this bylaw, assigning the authority for existing parades to the Director of Transportation, will streamline the overall parade approval process and result in enhanced customer service. This bylaw amendment will also reduce the number of routine and recurring reports currently reviewed by Council. Any new parades or changes to parade formats of the parades listed in Schedule "K" will still have to be presented to Council for approval before they are authorized.



 Doug Newton  
Traffic Technician I

DN:lce



City of Richmond

Bylaw 7548

---

**CITY OF RICHMOND**  
**TRAFFIC BYLAW NO. 5870**  
**AMENDMENT BYLAW NO. 7548**  
**AUTHORIZATION OF ANNUAL PARADES**

The Council of the City of Richmond enacts as follows:

1. Bylaw No. 5870 is amended:

(a) by adding to Subsection 7.2 the following sentence:

Annual parades listed in schedule K of this bylaw may be approved by the Director of Transportation unless there is a change in any of the criteria listed in subsection 7.3 from the previous years parade format. Any change must be approved by Council before a permit may be issued.

(b) by adding Schedule "K":

**SCHEDULE "K" TO BYLAW NO. 5870**

**ANNUAL PARADES**

The following annual parades may be authorized by the Director of Transportation, subject to section 7.2:

- The Steveston Salmon Festival Parade to be held on July 1<sup>st</sup>;
- The Remembrance Day Parade to be held on November 11<sup>th</sup>; and
- The Steveston Santa Claus Parade to be held on December 24<sup>th</sup>.



2. This Bylaw is cited as "**Traffic Bylaw No. 5870, Amendment Bylaw No. 7548.**"

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK