



**To:** Community Safety Committee **Date:** December 7, 2020  
**From:** Cecilia Achiam **File:** 12-8060-01/20-Vol01  
General Manager, Community Safety  
**Re:** **Community Bylaws Monthly Activity Report – November 2020**

**Staff Recommendation**

That the staff report titled “Community Bylaws Monthly Activity Report – November 2020”, dated December 7, 2020, from the General Manager, Community Safety, be received for information.

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

REPORT CONCURRENCE	
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>
Finance	<input checked="" type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 
<b>APPROVED BY CAO</b> 	

**Staff Report**

**Origin**

This monthly report for the Community Bylaws department provides information and statistics for enforcing bylaws related to Grease, Soils, Property Use, Short-Term Rentals, Pay Parking, Parking Enforcement, Animal Control and Dog Licencing as well as education and public awareness initiatives.

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

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

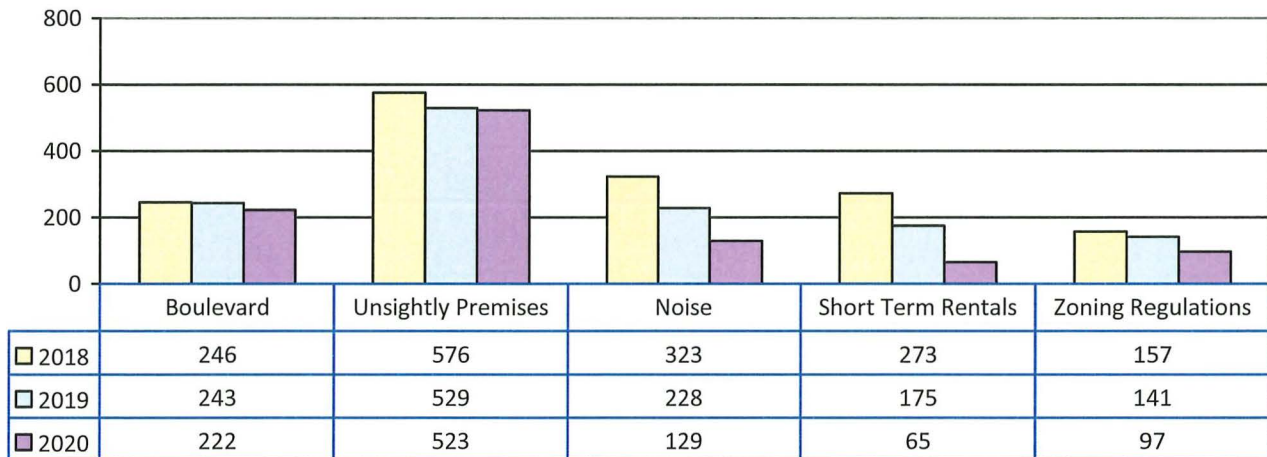
*1.1 Enhance safety services and strategies to meet community needs.*

**Analysis**

Property Use

Property use enforcement matters are divided among several groups in Community Bylaws, Engineering, Business Licencing and Vancouver Coastal Health. Figure 1 shows the calls for service (files opened) by Property Use Inspectors in the Community Bylaws department. Figure 2 shows all other property related enforcement.

Figure 1: Property Use Calls For Service - November Year-To-Date Comparison



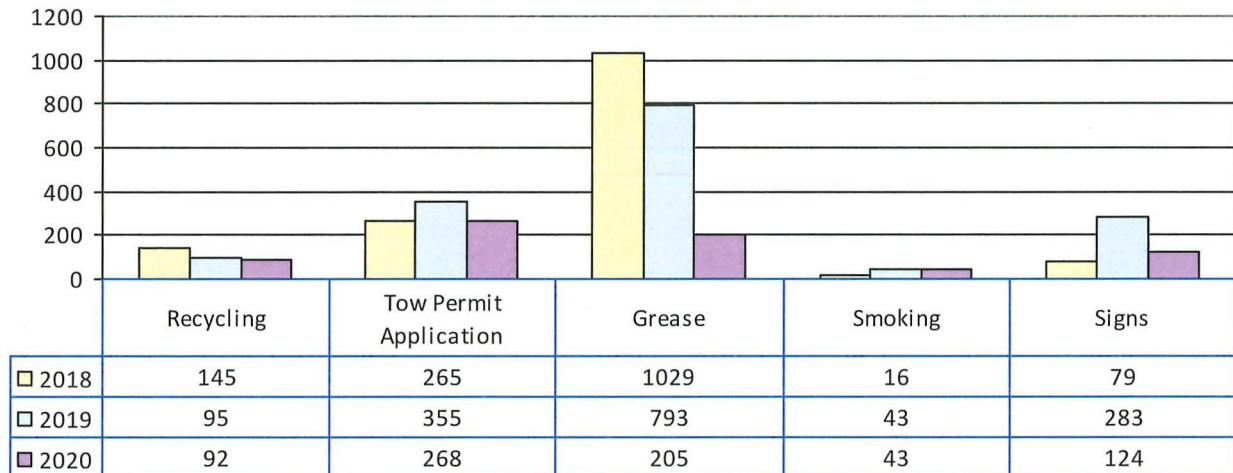
For the month of November 2020, some building related enforcement files achieved notable results. The property owner at 11111 Bird Road, agreed to settle a matter before the Supreme Court of BC related to illegal suites and illegal construction. As part of the settlement, the owner agreed to pay the City’s legal costs (\$22,000), submit building permit drawings, and pay a \$2,500 fine if illegal suites are found to be occupied at any time in the future. Staff will continue to monitor to ensure compliance is maintained. Also, an owner of a strata unit at 6560 Buswell

Street was found guilty during a two day trial in Provincial court for building and plumbing alterations made without a permit. The unit owner was ordered to obtain the required permits and fined \$6,000. Lastly, the property owner of 16820 River Road was scheduled to go to the Provincial court for demolishing a building without a permit but plead guilty prior to it going to trial. An agreement was made to pay a \$7,000 fine for demolition without a permit.

Grease

The Grease Officer is currently on medical leave and systematic grease inspections have not taken place through the regular inspection program. During this time, sanitary sewer operations and Engineering staff continue to investigate and inspect properties on demand based on observed problematic areas. There were no violation notices issued for contraventions of the Drainage, Dike and Sanitary Sewer System Bylaw No. 7551 in November 2020.

Figure 2: Other Calls For Service - November Year-To-Date Comparison



Soils

During the month of November 2020, the Soil Bylaw Officer (the “Officer”) conducted 63 site inspections and is currently addressing 38 sites that are considered to be in non-compliance. Stop Work Orders and/or removal orders were issued for:

- 14260 Westminster Hwy;
- PID: 031-127-304 (No. 8 Rd);
- 13391 Blundell Rd; and
- 7271 No 6 Rd.

The Officer is also monitoring sites at 4880 No 6 Road and 14260 Westminster Hwy where the Agricultural Land Commission (ALC) issued removal orders. In addition, the Officer advised the ALC of asphalt grindings being dumped at 4880 No. 6 Road and a warning was given to owner of 7271 No. 6 Rd as they were approaching the 100m<sup>3</sup> exemption limit. The property at 10140 Palmberg Road was brought into compliance during the month of November 2020.

The City received one new soil deposit application (7271 No. 6 Rd) and issued three soil deposit permits (7351 No. 5 Rd, 7271 No 6 Rd, & 6580 No. 6 Rd). A permit extension was granted for 8480 No. 5 Rd. There are now 11 soil deposit proposals under various stages of review by City staff while the Officer continues to monitor 12 approved sites. The ALC continues to review the soil deposit applications for 5800 No. 7 Road (Mahal) and 19740 River Road (Jagbar Farms).

### Dog Licencing and Patrols

The total number of dogs licenced in November was 85. This figure represents 55 new dog licence applications and 30 renewal applications of current licences that were processed in the month of November 2020. The total number of dogs licenced year to date, is 7,290.

Regional Animal Protection Society (RAPS) Officers conduct patrols of the dikes, parks and school grounds within the City. The following locations were patrolled during the month of November 2020, resulting in one bylaw violation notice being issued under the Animal Control Regulation Bylaw No. 7932:

- Dixon Elementary
- Diefenbaker Elementary
- Garden City Park
- Garry Point
- McLean Park
- DeBeck Elementary
- Burnett Secondary
- Katsura Neighbourhood Park
- McDonald Beach
- Minoru Park
- Blundell Elementary
- Dyke Road (Finn Slough)
- Garden City Elementary
- Anderson Elementary
- Dolphin Neighbourhood Park
- Jessie Wowk Elementary
- King George Park
- McNeely Elementary
- McKay Elementary
- West Dyke Trail

### Parking

For the month of November 2020, Parking Officers proactively patrolled for stopping and parking infractions while continuing to monitor assigned files. Parking Officers received 163 Calls for Service for parking related offences. Management of files by Parking Officers is priority-based, with all safety and obstruction requests receiving top priority.

On September 28, 2020, Counsel approved the implementation of a \$3.00 per day parking meter to be installed at the City owned parking lot located at 8620 Beckwith Road. The meter is expected to be installed by January 2021. As per Council's directive, a survey regarding the installation of two hour timed parking signage was sent to over 200 local residents and businesses near or adjacent to the Beckwith parking lot. Due to the low number of returned surveys, which could be attributed to closed businesses due to COVID-19, Community Bylaws have elected at this time not to proceed with the installation of two hour signage and will monitor to see if circumstances change.

Figure 3 reflects the monthly and year-to-date parking enforcement activity measured by violation issuance. The corresponding revenue is reflected in Figure 4.



Figure 3: Parking Violations Issuance Comparison

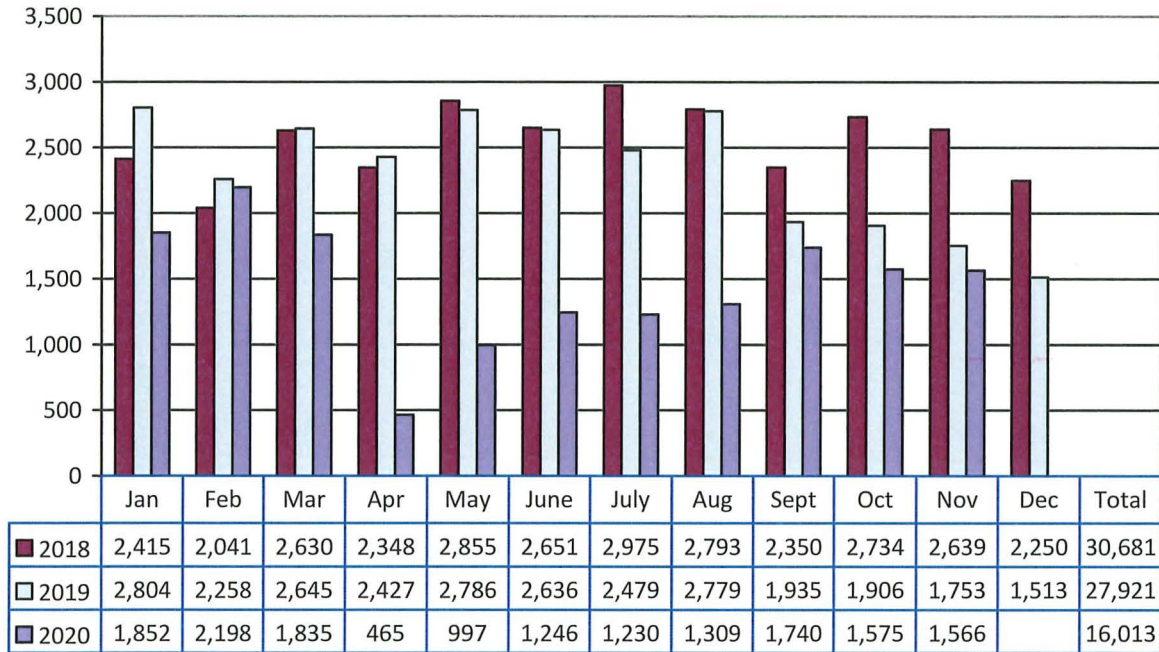


Figure 4: Consolidated Parking Program Revenue Comparison (000's)



All Enforcement Activity

While parking violations make up the majority of tickets issued by Bylaw Enforcement Officers, there are a number of other categories which are of interest to the public. Table 1 exhibits the number of parking violations issued along with additional categories of interest to the public.

Table 1: Community Bylaw Violations

<b>Ticket Issuance (BVN's &amp; MTI's)</b>	<b>November</b>	<b>YTD</b>
Short-Term Rental Offences	0	40
Soil Removal & Fill Deposit Offences	0	1
Watercourse Protection Offences	0	9
Grease Trap Offences	0	2
Parking & Stopping Offences	1,566	16,013
Animal Control Offences	26	581
<b>Totals</b>	<b>1,592</b>	<b>16,646</b>

Bylaw Adjudication

The Adjudication session held on November 26, 2020, consisted of a total of six contraventions; three contraventions of the Traffic Bylaw No. 5870, one contravention of the Animal Control Regulation Bylaw No. 7932 and two contraventions of the Dog Licencing Bylaw No. 7138. The adjudicator ruled in favour of the City on all accounts. The next Adjudication is scheduled for February 25, 2021.



Revenue and Expenses

The Community Bylaws department derives much of its revenue from parking meters, parking permits and parking violations. The remainder of revenue generated is from dog licences, false alarm disturbances, tow permits and other permits and bylaw fines. Table 2 outlines individual revenue types while Table 3 highlights revenue and expenses for the three main programs within Community Bylaws.

Table 2: Department Revenue by Source

Program Revenue	Budget Nov 2020	Actual Nov 2020	YTD Budget Nov 2020	YTD Actual Nov 2020
Contract Revenue <sup>1</sup>	4,658	5,000	54,275	55,000
Filming Revenue	0	1,922	0	11,908
False Alarm	4,533	0	49,867	1,830
Dog Licences	7,182	6,861	198,257	199,233
Towing Permits	649	1,052	15,546	17,888
Other Permits <sup>2</sup>	1,541	600	36,922	20,040
Other Bylaw Fines <sup>3</sup>	3,403	20,250	82,635	92,700
Parking Revenue <sup>4</sup>	158,585	99,117	1,847,876	1,086,043
Receivable Income <sup>5</sup>	7,762	0	90,457	57,055
<b>Total Revenue</b>	<b>188,313</b>	<b>134,802</b>	<b>2,375,835</b>	<b>1,541,697</b>

Table 3: Revenue and Expenses by Program in Community Bylaws

Community Bylaws by Program		YTD Budget Nov 2020	YTD Actual Nov 2020
<b>Parking</b>	Revenue	1,992,609	1,210,006
	Expenses	1,416,688	1,111,487
	<b>Net Revenue (Expense)</b>	<b>575,921</b>	<b>98,519</b>
<b>Animal Control</b>	Revenue	206,562	244,433
	Expenses	256,140	187,547
	<b>Net Revenue (Expense)</b>	<b>(49,578)</b>	<b>56,886</b>
<b>Property Use</b>	Revenue	176,664	87,258
	Expenses	1,271,720	793,444
	<b>Net Revenue (Expense)</b>	<b>(1,095,056)</b>	<b>(706,186)</b>
<b>Total Net Revenue (Expense)</b>		<b>(568,713)</b>	<b>(550,781)</b>

<sup>1</sup> City Towing Contract with Rusty's Towing

<sup>2</sup> Newspaper box and soil permit applications

<sup>3</sup> Property Use and Animal control violations

<sup>4</sup> Parking Revenue consists of Parking Meters, Monthly Parking Permits, and Parking Enforcement

<sup>5</sup> Receivable Income consists of Night Market Recoveries

**Financial Impact**

None.

**Conclusion**

Community Bylaws administers a wide range of bylaws related to property use, parking, animal control, soil and grease. This report provides a summary of monthly enforcement activity, including revenue and expenses. Of note for the month of November 2020, property use calls for service decreased which has allowed officers an opportunity to work on court files. The Department continues to see a decrease in the parking and meter revenue for November 2020. The decrease can be attributed to the second and more prominent wave of COVID.



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