



Community Safety Committee

Date: Wednesday, October 16, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Carol Day
Councillor Kelly Greene
Councillor Harold Steves

Also Present: Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on September 10, 2019, be adopted.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, November 13, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

1. With the aid of a PowerPoint presentation (copy on file, City Clerk's Office) Oliver Grüter-Andrew, CEO, E-Comm, provided the following information:
 - E-Comm has consistently met or exceeded its service level target for calls answered within a prescribed time frame; however, E-Comm will continue to improve their response times to non-emergency calls.

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- E-Comm has launched their new training facility and it has doubled the efforts in training and improved staffing;
- Services have been expanded to southern Vancouver Island from Saanich to Duncan;
- Coast Mountain Bus Company has recently joined the E-Comm radio network, further enhancing the region's public safety goals;
- E-Comm's strategic plan will incorporate new innovations for public use, such as cell phone apps and social media platforms for non-emergency reporting.

In reply to queries from Committee, Mr. Grüter-Andrew noted that ongoing public education regarding emergency and non-emergency calls is necessary and that E-Comm is exploring options to create a universal phone number for non-emergency call across the region.

COMMUNITY SAFETY DIVISION

2. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – AUGUST 2019**

(File Ref. No. 12-8060-01/20) (REDMS No. 6293494)

In reply to queries from Committee, Carli Williams, Manager, Community Bylaws and Licencing, noted that (i) the two enforcement files noted in the staff report were in relation to an operation of an illegal business and illegal short-term rental suites, (ii) dog patrols occur in the evenings and on weekends in addition to the weekdays, (iii) a property was found to be demolished without proper permits and protocols, (iv) the Passenger Transportation Board will not be issuing fines to illegal ride hailing operators until licenced companies are operating; therefore, the City will not be engaging in any future illegal ride hail blitzes until licenses are issued, and (v) non-compliant applicants have not properly disclosed the source of the soil.

It was moved and seconded

That the staff report titled "Community Bylaws Monthly Activity Report – August 2019", dated September 12, 2019, from the General Manager, Community Safety, be received for information.

CARRIED

3. **HOUSEKEEPING AMENDMENTS FOR TRAFFIC BYLAW NO. 5870; PARKING (OFF-STREET) REGULATION BYLAW NO. 7403; NOTICE OF BYLAW VIOLATION DISPUTE ADJUDICATION BYLAW NO. 8122; AND CONSOLIDATED FEES BYLAW NO. 8636**

(File Ref. No. 12-8060-02-01) (REDMS No. 6155988)

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A staff memorandum was distributed (attached to and forming part of these minutes as Schedule 1) outlining corrections to Amendment Bylaw No. 10023 and Amendment Bylaw No. 10024.

Discussion took place on the closure of parking meters and parking spaces located within a metered street during construction of new developments, and it was noted that the recovery revenue of \$100 per day per block meter machine was not sufficient.

It was moved and seconded

That the following bylaws are introduced and given first, second and third readings:

- (1) *Traffic Bylaw No. 5870, Amendment Bylaw No. 10023;*
- (2) *Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10024;*
- (3) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10025; and*
- (4) *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10026.*

CARRIED

4. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – AUGUST 2019**

(File Ref. No. 09-5000-01) (REDMS No. 6288338 v. 2)

Discussion took place on the Butti Pocket Ashtray and it was noted that the City should examine the feasibility of providing portable cigarette extinguishers to the public at City events.

In response to queries from Committee, Fire Chief Tim Wilkinson, Richmond Fire-Rescue noted that RFR are continuously exploring new innovations for fire prevention.

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

It was moved and seconded

That staff examine the feasibility of The Butti Pocket Ashtray, including cost, and report back.

The question on the referral motion was not called as discussion ensued regarding The City of Vancouver's Pocket Ashtray Pilot Program and in response to further queries regarding ashtrays on lamp standards, staff noted that a review on its feasibility can be examined.

The question on the referral motion was then called and it was **CARRIED**.

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It was moved and seconded

That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – August 2019”, dated September 16, 2019, from the Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

5. **AWARD OF CONTRACT 6334Q - SUPPLY AND DELIVERY OF BOOTS AND ACCESSORIES FOR RICHMOND FIRE-RESCUE**

(File Ref. No. 99-Fire Rescue) (REDMS No. 6301150 v.5)

In response to queries from Committee, staff noted that retired fire accessories are recycled and donated to local organisations and communities in British Columbia for volunteer firefighters.

It was moved and seconded

(1) That Contract 6334Q - Supply and Delivery of Boots and Accessories for an initial three year term be awarded to Associated Fire Safety Group for the estimated average annual amount of \$150,000.00, with an option to renew for two further one years terms, for an estimated total contract value of \$750,000.00 over the five year term; and

(2) That the Chief Administrative Officer and the General Manager of Community Safety be authorized to execute the Contract 6334Q as outlined in the staff report titled “Award of Contract 6334Q – Supply and Delivery of Boots and Accessories for Richmond Fire-Rescue”, dated September 16, 2019, from the Fire Chief.

CARRIED

6. **FIRE CHIEF BRIEFING**

(Verbal Report)

Items for discussion:

(i) Smoking Campaign Update

Fire Chief Wilkinson highlighted that RFR will continue to explore innovative ways to combat smoking.

(ii) Halloween

Fire Chief Wilkinson highlighted that RFR will continue to be vigilant during Halloween to ensure public safety and will be in attendance at City and non-City sponsored events.

In reply to queries from Committee, Fire Chief Wilkinson noted that there is a permit process for fireworks events and private firework events are not typically posted on the City website.

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Discussion took place on the City of Vancouver's upcoming motion regarding fireworks restrictions and it was suggested that staff provide information to the City of Vancouver outlining the successes the City of Richmond has had with its fireworks permit program.

7. **RCMP MONTHLY ACTIVITY REPORT – AUGUST 2019**

(File Ref. No. 09-5000-01) (REDMS No. 6253277 v. 4)

Superintendent Will Ng, Richmond RCMP, reviewed statistics from the staff report. He then highlighted that the Fox 80 mental-health car (i) launched on October 10, 2019, (ii) has received positive feedback, and (iii) shifts have been scheduled during times of high call volume.

In response to queries from Committee, Superintendent Ng noted that (i) the number of drug offences will fluctuate based upon initiatives and specific targeting operations, (ii) the RCMP has been engaging in more proactive road blocks, (iii) the RCMP are examining the potential to incorporate 529 Garage in all bikes shops in the City to encourage individuals to register their bicycles, (iv) a public auction is held for all confiscated bicycles, and (v) the RCMP are exploring options to collaborate with local universities to conduct research with regards to trends or patterns behind the increase in mental health calls.

It was moved and seconded

That the report titled "RCMP Monthly Activity Report – August 2019", dated September 11, 2019, from the Officer in Charge, Richmond RCMP Detachment, be received for information.

CARRIED

8. **RCMP/OIC BRIEFING**

(Verbal Report)

Items for discussion:

Halloween

Superintendent Ng highlighted that the RCMP will be patrolling on Halloween to ensure public safety.

8A. **ROYAL CANADIAN MARINE SEARCH AND RESCUE FUNDING REQUEST**

(File Ref. No.)

It was moved and seconded

That a letter of support for Royal Canadian Marine Search and Rescue's funding request for new equipment to the Vancouver Airport Authority be endorsed.

CARRIED

5.

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9. **MANAGER'S REPORT**

(i) Construction at 11400 No. 2 Road

Staff updated Committee on the ongoing construction located at 11400 No. 2 Road and as a result, staff were directed to provide more information on enforcement options, such as ticketing, fencing regulations, tree and hedge height limits, repair costs to City property, and the accessibility of bylaw and permit information on the City's website.

(ii) Storeys Project

Staff noted that a staff memorandum was distributed to Council regarding the Storeys Update.

(iii) Money Laundering Inquiry Public Meeting

Staff advised that the Money Laundering Inquiry Public Meeting will be taking place on November 7, 2019 from 5:30pm to 8:00pm at the Hilton Hotel in Richmond.

(iv) Touchstone Family Association Annual Report

Staff advised that the Director from Touchstone Family Association has been invited to present their annual report in November.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:12 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Wednesday, October 16, 2019.

Councillor Bill McNulty
Chair

Stephanie Walrond
Legislative Services Coordinator

Schedule 1 to the Minutes of the
Community Safety Committee
meeting of Richmond City
Council held on Wednesday,
October 16, 2019.



City of
Richmond


Memorandum
Community Safety Division
Community Bylaws

To: Community Safety Committee
From: Cecilia Achiam
General Manager, Community Safety
Date: October 16, 2019
File: 12-8000-01/2019-Vol 01
Re: Correction to Bylaws 10023 and 10024

Staff Recommendation

1. That the following changes be made to Amendment Bylaw No. 10023:
 - a. Item 2 definition of Parking Space, the word form be replaced with the word from
 - b. Schedule "J" 2nd page, Item 7, include the addition of the following sentence "with fees set out in the Consolidated Fees Bylaw No. 8636" after the word expense.

2. That the following changes be made to Amendment Bylaw No. 10024:
 - a. Item 7.3 that the words pubic action be replaced with public auction
 - b. Item 7.5 that the word noting be replaced with the word nothing



Cecilia Achiam
General Manager, Community Safety

CA:sl



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**Traffic Bylaw No. 5870
Amendment Bylaw No. 10023**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 1 – “[Interpretation]” by deleting the definition of “Parking Permit” and replacing it with the following:

“**Parking Permit** means a time-limited identification issued under the direction of the **Manager, Community Bylaws** which authorizes **parking** within a **permit zone**.”
2. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 1 – “[Interpretation]” by inserting the following definition in alphabetical order:

“**Parking Space** means a marked or un-marked portion of a **street** intended for the purpose of **parking** one **vehicle** of the size and dimensions referred to in the Manual of Uniform Traffic Control Devices for Canada (as may be amended or replaced from time to time) as a standard vehicle length (5.5 m) and length for manoeuvring (1.5 m), being a length of 7.0 m.”
3. **Traffic Bylaw No. 5870**, as amended, is further amended by bolding the words “**parking space**” and “**street**” where they appear;
4. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 12A – “[Parking in a Block Meter Zone]” by deleting subsection 12A.3 and replacing it with the following:

“12A.3 The fee payable for **parking** in **block meter zones** between the hours of 8:00 am and 9:00 pm are set out in the **City’s** Consolidated Fees Bylaw No. 8636.”
5. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 12B – “[Parking Permits]” by deleting subsection 12B.4 and replacing it with the following:

“12B.4 The fees payable for **permit decal** to validate a **parking permit** issued under subsection 12B.2 are set out in the **City’s** Consolidated Fees Bylaw No. 8636.”

6. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 42 – “[Construction Zones]” by inserting the following as new subsection 42.2A after subsection 42.2:

“42.2A In addition to the fees payable pursuant to subsection 42.2 above, the applicant for a construction zone permit must pay the following fees, if applicable:

- (a) if the use by the applicant of the portion of the **street** to which the permit applies obstructs the use and/or maintenance of a **block meter machine**, the fees as set out in the **City’s Consolidated Fees Bylaw No. 8636**;
- (b) if the use by the applicant of the portion of the **street** to which the permit applies requires the removal and storage of a **block meter machine**, the fees as set out in the **City’s Consolidated Fees Bylaw No. 8636** and the **City’s cost of such removal and storage**; and
- (c) if the use by the applicant of the portion of the **street** to which the permit applies obstructs the use one or more metered **parking spaces**, the fees as set out in the **City’s Consolidated Fees Bylaw No. 8636**. ”.

7. **Traffic Bylaw No. 5870**, as amended, is further amended by deleting Schedule J and replacing it with Schedule A attached hereto.

8. This Bylaw is cited as “**Traffic Bylaw No. 5870, Amendment Bylaw No. 10023**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED



MAYOR

CORPORATE OFFICER

SCHEDULE A to Bylaw 10023

SCHEDULE "J" TO BYLAW NO. 5870



City of Richmond

Construction Zone Permit

Traffic Operations Section
6911 No. 3 Road, Richmond, BC V6Y 2C1
Email: TrafOps@richmond.ca

www.richmond.ca

Contact 604-204-8707

Temporary Occupancy of City Street

Applicant: _____ Permit No.: _____

Contact Person: _____ Building Permit No.: _____

Business Phone: _____ Fax No.: _____

Cellular No.: _____ Job Site Phone: _____

Are Block Meter Machines Located at this location: Yes No

Location of Occupancy:

Area of Street to be Occupied:

Site Plan Attached: Yes No

Bulk Container Required on Street: Yes No

Location of Bulk Container: _____

Purpose: _____ Effective Date: _____

For the Period of: _____ Between the Hours of: _____

Failure to comply with the conditions set out in this permit, on the reverse side of this application, may result in its immediate cancellation.

Applicant's Signature

Date

Title

Pursuant to application a Construction Zone Permit is hereby granted in accordance with the provisions of Traffic Bylaw No. 5870 and amendments thereto.

For City

Date

Distribution: Supervisor – Property Use Inspectors
Supervisor – Building Inspectors
Supervisor – Parking & Animal Control – Community Bylaws
Richmond RCMP – NCO i/c Traffic Section

It is agreed that:

1. The applicant at all times accepts full responsibility for any incident that may occur or damage that may be done to any person or property whatsoever, caused directly or indirectly as a result of the street occupancy.
2. Construction Zones are for the sole use of the applicant, any unauthorized use of the Construction Zone is to be reported to the City Parking Enforcement Officers for bylaw enforcement. Violator's vehicles may be ticketed and towed at owner's expense.
3. The Construction Zone is to be used only by commercially licensed vehicles for the purpose of loading or off loading of construction material and/or construction equipment between the street and adjacent site and not for the storage of material, equipment or parking of the workers vehicles.
4. Pedestrian safety must be safeguarded at all times and the City streets and sidewalks adjacent to the construction site shall be kept open and in clean condition, free of all materials, mud and debris during construction. The applicant may be required to install a covered walkway over the City sidewalk in accordance with the BC Building Code to ensure that pedestrian safety is not compromised.
5. Where there is on street parking adjacent to the construction site, parking may be prohibited. The City will install, remove, or alter existing signage and/or road markings at the applicant's expense. Any signs damaged, lost or stolen will be charged to the applicant.
6. Where there are block meter machines located on the street that will result in an interruption of service, fees set out in the Consolidated Fee Bylaw No. 8636 will be applicable and charged to the applicant. Any construction activity that results in the damage of block meter machines located in the construction zone will be charged to the applicant.
7. If requested by the applicant, the City will remove and store any block meter machines at the applicant's expense with fees set out in the Consolidated Fees Bylaw No. 8636.
8. A bulk container may be placed on the street in the Construction Zone only if it is determined by the City that there is no practical location on the building site for the container.
9. Only one bulk container will be allowed on the street per development site. The container must have identification of ownership clearly marked on it.
10. The container will be used for industrial and building waste only.
11. The container will be equipped with reflective devices mounted so as to be clearly visible to approaching motorists. Flasher barricades may also be required and will be at the sole discretion of the City.
12. The applicant will provide proof of General Liability Insurance of not less than \$5 Million with the City of Richmond named as additional insured.



**Parking (Off-Street) Regulation Bylaw No. 7403
Amendment Bylaw No. 10024**

The Council of the City of Richmond enacts as follows:

1. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 3.2 – “[Traffic Control devices - Prohibitions]” by adding the following as new section 3.2.2:

“3.2.2 Every person must obey the instructions, regulations, or prohibitions contained in or upon any **traffic control device** erected or placed under the provisions of the *Motor Vehicle Act* (BC), the *Motor Vehicle Act Regulations*, or this Bylaw.”.
2. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at “Part Seven: Impoundment” by deleting Sections 7.1 through 7.6 and replacing them with the following:
 - “7.1 Any **vehicle** unlawfully occupying any portion of **street**, **City property**, or other public space, may upon order of any **Police Officer**, the **General Manager, Engineering & Public Works**, the **Fire Chief**, any **Bylaw Enforcement Officer**, or their designates, or any **traffic enforcement agent**, be removed to an impoundment in such a place as directed by the person issuing the order and kept there at the **owner’s** risk and expense.
 - 7.2 A **vehicle** removed to an impoundment will not be released to its **owner** until the **impounding charges** are paid.
 - 7.3 If such **impounded vehicle** is not claimed by its **owner** within 14 days of the giving of the notice of the **impounding** of the **vehicle**, such **vehicle** may be sold at public auction and any monies received on its sale shall be applied, firstly, to the cost of the sale; secondly, to the **impounding charges**; and thirdly, to the recovery of any monies owed for any outstanding fines levied against the **owner** under this Bylaw. The surplus, if any, shall be sent by registered mail to the registered **owner** of the vehicle at the address shown for such **owner** in the records of the Superintendent of Motor Vehicles.
 - 7.4 Notice shall be given to the **owner** of every **vehicle** impounded under this Part 7 of the intention to sell such **vehicle** on the date set out in the notice by mailing the notice by registered mail to the registered **owner** of the **vehicle** at the address shown for such **owner** in the records of the Superintendent of Motor Vehicles as of the date of impoundment.

7.5 The **owner** of a **vehicle** shall incur the penalties provided for any violation of this Bylaw with respect to any **vehicle** owned by them unless at the time of such violation the **vehicle** was in the possession of some person other than the **owner** without the **owner**'s consent; but nothing in this section shall relieve the operator of a **vehicle**, not being the **owner**, from incurring penalties provided for such violation."

3. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 8.1 – "[Interpretation]" by inserting the following definition in alphabetical order:

"Number Plates means number plates as defined in the *Motor Vehicle Act* (BC), as may be amended or replaced from time to time."

4. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 8.1 – "[Interpretation]" by deleting the definition of Parking Permit and replacing it with the following definition:

"Parking Permit means a time-limited identification issued under the direction of the **Manager, Community Bylaws** which authorizes **parking** within a **pay parking lot**."

5. This Bylaw is cited as "**Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10024**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED



MAYOR

CORPORATE OFFICER