



General Purposes Committee

Date: Monday, December 4, 2017

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:02 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on November 20, 2017, be adopted as circulated.

CARRIED

MAYOR MALCOLM D. BRODIE

1. **MAJOR EVENTS COMMITTEE TERMS OF REFERENCE**
(File Ref. No.)

The Chair spoke to continuing the work done by the Canada 150 Celebration Steering Committee and the suggestion was made to explore having a committee for major events on a continuing basis.

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

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It was moved and seconded

That staff propose a terms of reference for a Major Events Committee.

CARRIED

The Chair also noted that major events for 2018 have already been funded and an outline approved, however, that it could be adjusted and as a result, the following **referral motion** was introduced:

It was moved and seconded

That staff outline the major events and concepts for the events planned for 2018 and report back.

The question on the motion was not called as discussion ensued with regards to funding from sponsorships and reallocating the approved budget back into the Rate Stabilization Account if events are changed and the full amount is not utilized.

The question on the motion was then called and it was **CARRIED** with Cllr. Steves opposed.

ENGINEERING AND PUBLIC WORKS DIVISION

2. **FUEL PURCHASES AGREEMENT RE-ASSIGNMENT AND EXTENSION – BC PETROLEUM PRODUCTS BUYING GROUP**

(File Ref. No. 02-0665-01) (REDMS No. 5648334)

It was moved and seconded

(1) *That the City of Richmond's fuel purchases agreement through the BC Petroleum Products Buying Group consortium:*

(a) *be assigned to Parkland Fuel Corporation; and*

(b) *be extended to December 14, 2018;*

(2) *That the Chief Administrative Officer and General Manager, Engineering & Public Works, be authorized to negotiate and execute all necessary terms with Parkland Fuel Corporation under City of Vancouver Contract No. PS11122 for The Supply and Delivery of Gasoline, Diesel, 810-Diesel and Fuels; and*

(3) *That the City of Richmond participate in the regional consortium for the acquisition of gasoline and diesel fuel at the conclusion of the current fuel purchase agreement (commencing December 15, 2018).*

CARRIED

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**3. LIBRARY CULTURAL CENTRE CAPITAL RETROFIT PROJECT:
FEDERATION OF CANADIAN MUNICIPALITIES CLIMATE
INNOVATION PROGRAM**

(File Ref. No. 10-6125-05-01) (REDMS No. 5617093 v.12)

In response to questions from Committee, Levi Higgs, Corporate Energy Manager, clarified that \$450,000 has been allocated for the program from the 2017 Capital Program and that the grant would be used to offset approved project funds for Phase 1 of the project.

It was moved and seconded

- (1) That the application to the Federation of Canadian Municipalities Municipal Climate Innovation Program for up to \$1,000,000 in grant funding to support the deep energy and greenhouse gas emission reduction project planned for the Library Cultural Centre be endorsed;*
- (2) That, should the funding application be successful, the Chief Administrative Officer and the General Manager of Engineering and Public Works be authorized to execute the agreement with the FCM on behalf of the City of Richmond;*
- (3) That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly; and*
- (4) That Richmond Federal Ministers of Parliament be advised of the City's FCM grant funding application.*

CARRIED

COMMUNITY SAFETY DIVISION

**4. CLOSED CIRCUIT TELEVISION (CCTV) FOR SIGNALIZED
INTERSECTIONS IN RICHMOND**

(File Ref. No. 09-5000-01) (REDMS No. 5632725 v.7)

A replacement page to Attachment 2 of the staff report, containing a correction to the cost estimates of options 2 and 3, was distributed on table (attached to and forming a part of these minutes as Schedule 1.)

In response to queries from Committee, Will Ng, Superintendent, Officer in Charge, noted that this initiative will have cost recovery from fees collected, which is anticipated to result in a cost neutral OBI for ongoing expenses including a full time Insurance Disclosure clerk and the recommended system is based on what another municipality is currently using.

Cecilia Achiam, General Manager, Community Safety, clarified that the details of the Investing in Canada Program have not come out yet, however, staff intend to apply for the maximum amount applicable.

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In response to further questions from Committee, Supt. Ng stated that (i) there are approximately 7000 accidents per year in Richmond, 88% of which occur at intersections, (ii) video evidence is the most compelling evidence and the video capture of vehicle incidents would result in a reduction of investigative and litigation time, (iii) the footage could also be utilized to provide information on a suspect's movement involving a crime, and (iv) installation at all 175 intersection is vital as gaps in video surveillance would not be as effective.

Discussion ensued in regards to the storage capacity of the proposed system and in response to queries from Committee, Supt. Ng noted that a 30 day retention period of high definition video has been budgeted. Staff was directed to examine the cost for retaining video for a period longer than 30 days.

Supt. Ng, in response to further questions from Committee, commented that (i) staff are researching the audit policies of other municipalities, (ii) the technology is at a good level of high definition to provide sufficient surveillance long-term, (iii) City employees at the RCMP office will manage the system, (iv) staff examined the possibility of utilizing existing traffic detection cameras however this would not meet the needs of the RCMP, and (v) access to video is regulated under Provincial FOI and privacy law which is under the authority of the Office of the Privacy Commissioner and individuals and RCMP must apply for access using standard procedure.

Discussion further took place regarding the possibility of raising the proposed fee structure for processing requests and as a result, the following **motion** was introduced:

It was moved and seconded

- (1) *That the report titled "Closed Circuit Television (CCTV) for Signalized Intersections in Richmond," dated October 31, 2017 from the OIC, Richmond RCMP, be received for information;*
- (2) *That the CCTV request at a capital cost of \$2,185,242 (Option 3) be submitted to the 2018 Capital budget process for Council consideration;*
- (3) *That the CCTV for Signalized Intersections Project be approved to seek additional funding from the Federal/ Provincial Investing in Canada Program and other appropriate senior government funding programs;*
- (4) *That if the senior government funding submission is approved, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the Government of Canada and/ or the Province of British Columbia;*

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- (5) *That if the funding application is successful, the grant received be used to replenish the City's funding source and the 2018-2022 Five Year Financial Plan Bylaw will be adjusted accordingly;*
- (6) *That Richmond MPs and MLAs be advised of the City's senior government submission; and*
- (7) *That, if the funding request for a Closed Circuit Television (CCTV) For Signalized Intersections in Richmond is approved as part of the budget, staff be directed to seek approval of the proposed system from the Office of the Information and Privacy Commissioner and to recommend a fee structure for processing requests.*

CARRIED

5. UBCM COMMUNITY EMERGENCY PREPAREDNESS FUND

(File Ref. No. 09-5126-01) (REDMS No. 5662048)

It was moved and seconded

- (1) *That the report titled "UBCM Community Emergency Preparedness Fund", dated November 17, 2017 from the General Manager, Community Safety be received for information;*
- (2) *That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support Emergency Social Services for Emergency Programs be approved;*
- (3) *That the application to the Union of British Columbia Municipalities Community Emergency Preparedness Fund for up to \$25,000 in grant funding to support the Emergency Operations Centres & Training for Emergency Programs be approved;*
- (4) *That should the funding application be successful, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the UBCM; and*
- (5) *That if the funding application is successful, the 2018-2022 Five Year Financial Plan Bylaw be adjusted accordingly.*

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:45 p.m.).

CARRIED

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Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, December 4, 2017.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator

October 31, 2017

Schedule 1 to the Minutes of the
General Purposes Committee
held on Monday, December 4,
2017.

Attachment 2: Cost Estimates of Options 2 and 3

Option 2 (Hybrid System)

Capital Costs (One Time):

Initial purchase cost CCTV system	\$	1,500,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	89,360
Total Initial Capital Cost	\$	1,709,710

Annual Operating Costs:

Annual licensing costs	\$	13,404
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
Total Operating Costs	\$	77,715
Estimated Revenue	\$	47,314
Total Tax Base Funded Cost Option 2	\$	30,201

Option 3 (Full CCTV System)

Capital Costs (One Time):

Initial purchase cost CCTV system	\$	2,013,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	52,592
Total Initial Capital Cost	\$	2,185,242

Annual Operating Costs:

Annual licensing costs	\$	7,889
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
Total Operating Costs	\$	72,000
Estimated Revenue	\$	72,000
Total Tax Base Funded Cost Option 3	\$	0