



Public Works and Transportation Committee

Date: Wednesday, November 19, 2025

Place: Anderson Room
Richmond City Hall

Present: Councillor Carol Day (entered the meeting at 4:01 p.m.)
Councillor Michael Wolfe, Chair
Councillor Andy Hobbs
Councillor Kash Heed (by teleconference) (left the meeting at 4:30 p.m.)
Councillor Alexa Loo
Councillor Bill McNulty

Absent: Councillor Chak Au

Also Present: Councillor Laura Gillanders

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 Public Works and Transportation Committee held on October 22, 2025, be adopted as circulated.

CARRIED

Councillor Day entered the meeting (4:01 p.m.)

AGENDA ADDITIONS AND DELETIONS

It was moved and seconded

(1) *That HandyDART be added as Item No. 5A; and*

(2) *That the Pedestrian Overpass in Hamilton be added as Item No. 5B.*

CARRIED

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ENGINEERING AND PUBLIC WORKS DIVISION

1. AWARD OF CONTRACT 8397P – SUPPLY AND DELIVERY OF VEHICLE AND EQUIPMENT TIRES AND CERTIFIED TIRE SERVICES

(File Ref. No. 02-0780-01) (REDMS No. 8058595)

Discussion ensued with respect to (i) the 20 percent contingency allowance to account for potential fluctuations in demand and unforeseen circumstances, (ii) precise accountability process for capital works and operational issues, and (iii) reviewing all aspects of contingency and how it's managed and re-evaluating the percentage margin of contingency.

Committee noted that prior to the November 24 Council meeting the previous five years expense numbers are needed to better understand how much contingency was used and may be required.

In response to queries from Committee, staff advised that (i) the 20 percent contingency amount is an estimate to support any fluctuations based on prior years experience with the tires, (ii) the contingency if not used will stay in the operating budget, (iii) the contingency may cover items such as tires, roadside calls, tire services, weather related impacts over the three year contract, and higher than expected accidents, (iv) staff can bring back information before the next Council meeting explaining the 20 percent contingency and past usage patterns, and (v) all tires are recycled and turned into various materials at the end of their useful life.

It was moved and seconded

- (1) *That Contract 8397P, Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services, be awarded to Fountain Tire Ltd. for an initial three-year term for an estimated total value of 1,009,872 excluding taxes and contingency, as described in the report titled "Award of Contract 8397P – Supply and Delivery of Vehicle and Equipment Tires and Certified Tire Services", dated October 28, 2025;*
- (2) *That authorization be given to issue change orders as required up to an additional \$201,974 for contingency, for a maximum total value of \$1,211,846 for the initial term, excluding taxes;*

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- (3) *That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to extend the initial three-year term for up to two additional one year periods, to a maximum total term of five years, at an additional estimated value of \$673,248, plus \$134,650 contingency excluding taxes, resulting in a total estimated contract value of \$2,019,744 over five years; and*
- (4) *That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute the contract and all related documentation with Fountain Tire Ltd.*

CARRIED

Opposed: Cllrs. Heed
McNulty

Further discussion ensued with respect to (i) staff bringing forward information prior to the November 24 Council meeting regarding the previous five years expense numbers to better understand how much contingency was used and may be required, and (ii) what level of contingency is reasonable and reflects good business practices.

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

It was moved and seconded

That staff explore what is a reasonable contingency under good business practice for all City aspects and report back.

The question on the referral motion was not called as discussion ensued with respect to (i) reviewing the contingency process and how the amounts are determined, and (ii) clarification on budget contingency vs contract contingency.

Staff advised that there are different procurement methods that carry different contingencies.

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

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2. UPDATE ON 2025/2026 SNOW AND ICE RESPONSE PREPARATIONS

(File Ref. No. 10-6360-13) (REDMS No. 8147677)

In response to queries from Committee, staff advised that (i) a public web service is available on the City's website during active snow events. It uses GPS technology enabling residents to view plow locations, and indicates when the roads were last cleared. It also allows access to City intersection cameras allowing residents to plan their routes during events. Staff were directed to add a notation to the website noting that the tool is only active during snow events, (ii) a pilot project clearing snow from bike baths and Multi-Use Pathways (MUP) was conducted in 2023, it was determined at that time to not be sufficiently viable with the current fleet component and funding resources, and (iii) 71 tickets were issued in the 2024/25 winter season for non compliance of snow removal. Staff will provide Committee with a breakdown of the 71 tickets by type (ie. residential, commercial).

Discussion ensued with respect to challenges in clearing bike lanes and MUP's during snow events. Staff noted they can explore opportunities at the Committee's direction, but doing so will require significant resources.

It was moved and seconded

That the report titled "Update on 2025/2026 Snow and Ice Response Preparations", dated November 1, 2025, from the Director, Public Works, be received for information.

CARRIED

Councillor Heed left the meeting (4:30 p.m.) and did not return.

3. WESTWATER DRIVE TRAFFIC CALMING

(File Ref. No. 10-6500-01) (REDMS No. 8162032)

It was moved and seconded

That Option 2 to implement traffic calming on Westwater Drive, as described in the report titled "Westwater Drive Traffic Calming", dated October 21, 2025, from the Director, Transportation, be approved.

CARRIED

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4. WESTMINSTER HIGHWAY AND RIVER ROAD: INTERSECTION ENHANCEMENTS

(File Ref. No. 10-6500-01) (REDMS No. 8119819)

Discussion ensued with respect to (i) vegetation management on River Road and Westminster Hwy, (ii) traffic safety concerns caused by potholes, (iii) implementing measures to improve visibility on River Road, (iv) implementation of a vehicle activated flashing light, and (v) traffic impacts in Richmond resulting from the new Costco in New Westminster.

In response to queries from Committee, staff advised that (i) vegetation pruning to improve visibility at River Road has been completed, (ii) additional warning signage and road markings on River Road have been implemented, (iii) installation of light-up chevron markers at the bend of River Road will be installed in the New Year in place of a flashing light, and (iv) staff will continue monitoring the traffic concerns in East Richmond as a result of the new Costco location, and report back to Council after a few months of data.

It was moved and seconded

That the report titled “Westminster Highway and River Road: Intersection Enhancements”, dated October 30, 2025, from the Director, Transportation, be received for information.

CARRIED

5. RICHMOND BOARD OF EDUCATION MOTION ON SCHOOL TRAFFIC SAFETY (SEPTEMBER 25, 2025)

(File Ref. No.) (REDMS No.)

Staff provided information on the Richmond Board of Education’s letter regarding their school traffic safety motion, noting that (i) in 2022, staff undertook a comprehensive city wide review of all school zones and through that process upgrades to walkways, crosswalks were made and traffic calming measures were installed. Staff continue to collaborate with schools on these initiatives, and (ii) staff are reviewing the expansion of school zone hours, as done in some neighboring municipalities, and will be discussing this at the next Traffic Safety Advisory Committee meeting along with further consultation with schools and the community.

Discussion ensued with respect to (i) expansion of school zone hours related to arterial roads, (ii) educating public on school traffic safety, (iii) increased school safety signage, and (iv) data and evidence needed to support the safety measures and associated costs.

It was moved and seconded

That the correspondence received from the Richmond School District No. 38 regarding School Traffic Safety be received for information.

CARRIED

5.

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5A. HANDYDART

(File Ref. No.) (REDMS No.)

Discussion ensued with respect to consideration of a motion of support from the Public Works and Transportation Committee regarding moving HandyDart services in-house rather than continuing with an external contractor.

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

It was moved and seconded

That a motion of support from the Public Works and Transportation Committee regarding moving HandyDart service in-house be endorsed.

The question on the motion was not called as discussion ensued with respect to (i) advantages and disadvantages of bringing HandyDart services in-house, and (ii) concerns with HandyDart operations.

Staff noted that a HandyDart non-agenda delegation is anticipated for the November 24 Council meeting. The Committee decided to take no action and continue discussions at the Council meeting.

5B. PEDESTRIAN OVERPASS IN HAMILTON

(File Ref. No.) (REDMS No.)

Discussion ensued with respect to (i) the deterioration of the overpass and need for repair and upgrades, (ii) advocating to the Provincial government regarding prioritizing the overpass repairs, and (iii) directing staff to prepare a synopsis on the overpass issues to support the request to the Provincial government.

Staff advised that they can correspond with the Province regarding overpass repairs and compile a list of concerns and recommendations to present to the Province.

6. MANAGER'S REPORT

(i) River Road

Staff will report back with more information regarding an inflatable tube along River Road.

(ii) Gilbert Road Construction Traffic

Staff advised that Gilbert Road is reduced to one lane due to MUP realignment; but will be reinstated to two lanes on the south side at the end of the project.

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(iii) *Gravel shoulder causing hazard at Shell Road between Alderbridge Way and Westminster Hwy*

Staff advised that there is no current capital plan for the gravel shoulder, but it can be addressed through regular maintenance.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:10 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, November 19, 2025.

Councillor Michael Wolfe
Chair

Raman Grewal
Legislative Services Associate