



Community Safety Committee

Anderson Room, City Hall
6911 No. 3 Road

Tuesday, July 15, 2014
4:00 p.m.

Pg. # ITEM

MINUTES

CS-5 *Motion to adopt the **minutes** of the meeting of the Community Safety Committee held on Tuesday, June 10, 2014.*



NEXT COMMITTEE MEETING DATE

Tuesday, September 9, 2014, (tentative date) at 4:00 p.m. in the Anderson Room

PRESENTATIONS

1. (1) Tim Wilkinson, Deputy Fire Chief, Richmond Fire-Rescue (RFR), to present on pet kits.
- CS-12 (2) Lainie Goddard, Manager, RCMP Administration, to present the **Crime Prevention Guide**.

LAW AND COMMUNITY SAFETY DEPARTMENT

2. RCMP'S MONTHLY REPORT - MAY ACTIVITIES

(File Ref. No. 09-5000-01) (REDMS No. 4250660)

CS-28

See Page CS-28 for full report

Designated Speaker: Insp. Eric Hall

STAFF RECOMMENDATION

That the report titled RCMP's Monthly Report – May Activities, dated June 9, 2014, from the Officer In Charge, Richmond RCMP be received for information.

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3. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – MAY 2014

(File Ref. No.) (REDMS No. 4264017)

CS-42

See Page CS-42 for full report

Designated Speaker: Ed Warzel

STAFF RECOMMENDATION

That the staff report titled Community Bylaws Monthly Activity Report – May 2014, dated June 10, 2014, from the General Manager, Law & Community Safety, be received for information.

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4. RICHMOND FIRE-RESCUE – MAY 2014 ACTIVITY REPORT

(File Ref. No. 09-5000-01) (REDMS No. 4260970)

CS-48

See Page CS-48 for full report

Designated Speaker: Fire Chief John McGowan

STAFF RECOMMENDATION

That the staff report titled Richmond Fire-Rescue – May 2014 Activity Report, dated June 18, 2014, from the Fire Chief, Richmond Fire-Rescue, be received for information.

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5. **LAFARGE CANADA INC. – HIGH ANGLE ROPE RESCUE SERVICE**

(File Ref. No.) (REDMS No. 4249702)

CS-59

See Page CS-59 for full report

Designated Speaker: Fire Chief John McGowan

STAFF RECOMMENDATION

That the Chief Administrative Officer and General Manager, Law and Community Safety be authorized to negotiate and execute an amendment to the existing Confined Space Rescue Service Agreement between the City and Lafarge Canada Inc. (Lafarge) to include Technical High Angle Rope Rescue services by Richmond Fire-Rescue to Lafarge operations at 7611 No.9 Road on the terms and conditions outlined in the staff report titled High Angle Rope Rescue Services, dated June 19, 2014, from the Fire Chief, Richmond Fire-Rescue.



6. **FIRE PROTECTION AND LIFE SAFETY BYLAW UPDATE**

(File Ref. No. 09-5140-01/2014) (REDMS No. 3784900 v.9)

CS-62

See Page CS-62 for full report

Designated Speaker: Fire Chief John McGowan

STAFF RECOMMENDATION

- (1) *That Fire Protection and Life Safety Bylaw No. 8306, Amendment Bylaw No. 9151, be introduced and given first, second, and third readings;*
- (2) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9152, be introduced and given first, second, and third readings;*
- (3) *That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9153, be introduced and given first, second, and third readings; and*
- (4) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9154, be introduced and given first, second, and third readings.*



7. **FIRE CHIEF BRIEFING**

(Verbal Report)

Designated Speaker: Fire Chief John McGowan

Items for discussion:

- (i) *Bloodmobile*
- (ii) *Summer Safety*
- (iii) *Raise a Reader Program*

8. **RCMP/OIC BRIEFING**

(Verbal Report)

Designated Speaker: Insp. Eric Hall

Item for discussion:

- (i) *Strategic Plan Update*

9. **JOINT BRIEFING - FIRE CHIEF AND RCMP/OIC**

(Verbal Report)

Designated Speakers: Fire Chief John McGowan & Insp. Eric Hall

Item for discussion:

- (i) *Canada Day – Ships to Shore*

10. **MANAGER'S REPORT**

ADJOURNMENT





Community Safety Committee

Date: Tuesday, June 10, 2014

Place: Anderson Room
Richmond City Hall

Present: Councillor Derek Dang, Chair
Councillor Linda McPhail
Councillor Ken Johnston
Councillor Evelina Halsey-Brandt
Councillor Bill McNulty
Mayor Malcolm Brodie (entered at 4:22 p.m.)

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 Tuesday, May 13, 2014, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, July 15, 2014, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

1. With the aid of a PowerPoint Presentation (on file, City Clerk's Office) Dave Guscott, President and CEO, E-Comm, accompanied by Doug Watson, Vice-President, 9-1-1 Operations, E-Comm, provided an update on E-Comm's 2013/2014 activities.

Community Safety Committee

Tuesday, June 10, 2014

Mr. Guscott commented on Vision 2020 – E-Comm’s strategic plan – highlighting two key areas: (i) service excellence and collaborative partnerships, and (ii) service expansion. Additionally, Mr. Guscott provided an update on the following activities:

- tender submissions related to the infrastructure for the Next Generation Radio Program are currently being received and that a further tender for the individual apparatus component of the Program will take place in the fall;
- specialized 9-1-1 text service for members of the Deaf, Hard-of-Hearing, and Speech Impaired community was launched in March 2014;
- Fraser McCraig, the newly appointed the Director, Police Services, E-Comm, was introduced to Committee;
- Richmond’s Diversity Services Committee toured E-Comm and expressed particular interested in the multilingual capacity of E-Comm; and
- a public educational video to address accidental 9-1-1 calls was released through social media in March 2014 to bring awareness to the burden accidental calls place on public safety resources.

In response to queries from Committee, Mr. Guscott provided the following information:

- social media has been an important tool for providing information to the general public;
- Cell-broadcasting technology, which allows emergency services to publicly broadcast emergency information to cell phones, will require federal legislation prior to any implementation by industry providers; and

Mayor Brodie entered the meeting (4:22 p.m.).

- E-Comm’s operational model has generated significant interest; however, the model has been not developed as rapidly in other jurisdictions as in the Lower Mainland.

LAW AND COMMUNITY SAFETY DEPARTMENT

2. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – APRIL 2014

(File Ref. No.) (REDMS No. 4229185 v.5)

Ed Warzel, Manager, Community Bylaws, advised that neighbourhood canvassing with regard to dog licensing has commenced and will continue over the next few weeks.

Committee expressed appreciation for the efforts of Community Bylaws in improving the situation on Saba Road. In reply to queries from Committee, Mr. Warzel provided the following information:

- in terms of the absence of a licence for dogs from other municipalities, violation tickets are rarely issued; however, dangerous dogs, particularly when not muzzled, are taken seriously and violation tickets may be issued in such cases; and
- there has been discussion regarding the possibility of incorporating the collection of unpaid municipal parking tickets into the Insurance Corporation of British Columbia (I.C.B.C.) licence renewal process; however, any initiative would likely be brought forward through the Union of British Columbia Municipalities (UBCM).

It was moved and seconded

That the staff report titled Community Bylaws Monthly Activity Report – April 2014, dated May 12, 2014, from the General Manager, Law & Community Safety, be received for information.

CARRIED

3. RCMP'S MONTHLY REPORT – APRIL ACTIVITIES

(File Ref. No. 09-5000-01) (REDMS No. 4229250 v.2)

Inspector Sean Maloney, Richmond RCMP, reviewed RCMP activities for April 2014 and commented on the following:

- the shooting and sexual assault incidents are actively being investigated;
- commercial and residential break and enter statistics are comparative with figures of other Lower Mainland municipalities;
- a public education campaign will be undertaken concerning the increase in thefts from motor vehicles, particularly with regard to garage door openers within sight in a vehicle; and

Community Safety Committee

Tuesday, June 10, 2014

- staff is currently reviewing the upcoming Dolphin Classic Basketball Tournament and the Nations Cup Soccer Tournament with regard to the associated beer gardens for the events.

In response to a query from Committee, Insp. Maloney advised that the RCMP conduct internet safety programs for youth.

Committee requested that the McDonald Beach area be regularly patrolled on weekends in an effort to deter vehicular break-ins.

It was moved and seconded

That the report titled RCMP's Monthly Report – April 2014 Activities dated May 26, 2014, from the Officer in Charge, Richmond RCMP be received for information.

CARRIED

4. **RICHMOND FIRE-RESCUE – APRIL 2014 ACTIVITY REPORT**

(File Ref. No. 09-5000-01) (REDMS No. 4232169 v.2)

John McGowan, Fire Chief, Richmond Fire-Rescue (RFR), stated that the estimated building loss for April 2014 was primarily attributed to an arson and to smouldering material. He stated that RFR will be addressing the storage of bark mulch material in agricultural landscaping areas in the near future.

It was moved and seconded

That the staff report titled Richmond Fire-Rescue – April 2014 Activity Report dated May 26, 2014 from the Fire Chief, Richmond Fire-Rescue be received for information.

CARRIED

5. **RICHMOND FIRE-RESCUE BUSINESS PLAN UPDATE 2013-2014**

(File Ref. No.) (REDMS No. 4234853 v.4)

Fire Chief McGowan noted that RFR will be undertaking a review and update of the Business Plan for 2015-16.

It was moved and seconded

That the staff report titled Richmond Fire-Rescue Business Plan Update (2013-2014) dated May 26, 2014, from the Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

Community Safety Committee

Tuesday, June 10, 2014

6. **TRANSPORTATION OF DANGEROUS GOODS BY RAILWAY**

(File Ref. No. 09-5125-05-03) (REDMS No. 4229815 v.4)

Fire Chief McGowan, accompanied by Deborah Procter, Manager, Emergency Programs, commented that the Federal Minister of Transportation directed rail companies to share yearly aggregate information on the nature and amount of dangerous goods companies transport through municipalities. It was noted that, while the railway companies have fulfilled their reporting requirements under Protective Direction 32 of the *Transportation of Dangerous Goods Act* (1992), from an emergency planning perspective, aggregate information does not indicate whether a train has a thousand litres or half a litre of a hazardous material product.

Fire Chief McGowan acknowledged that such information is sensitive and as such, staff is bound by a confidentiality agreement from sharing said information for any purpose other than for emergency planning.

In reply to queries from Committee, Fire Chief McGowan provided the following information:

- in the event of a dangerous goods spill a request for information is submitted to the railway company and the information is provided immediately to the command centre; additionally, rail cars have placards that identify the material being transported; and
- generally, rail car movement within Richmond is limited to low speeds, which decreases the risk of derailment and of rupture in the event of a derailment.

It was moved and seconded

- (1) *That a letter be sent to the Federal Minister of Transport requesting Protective Direction 32 be amended to require rail companies to report the nature, exact volume and frequency of dangerous goods transported through municipalities, so that an assessment of the risk to the municipality can be made; and*
- (2) *That Council submit a resolution to the Federation of Canadian Municipalities, requesting that the federal government issues an amendment to Protective Direction 32 requiring rail companies to provide to municipalities the nature, exact volume and frequency of dangerous goods transported.*

CARRIED

Community Safety Committee

Tuesday, June 10, 2014

7. **FIRE CHIEF BRIEFING**

(Verbal Report)

(i) Firefighters Association Burn Fund

Fire Chief McGowan spoke of the Firefighters Association Burn Fund Camp Day Kick-Off event to be hosted at the South Arm Community Centre on Sunday, July 20, 2014. He noted that, since 1984, the camp has provided young burn survivors with an opportunity to share experiences with their peers and increase their understanding of firefighter and police careers.

(ii) Doors Open Richmond

Fire Chief McGowan noted that the Doors Open Richmond event held on May 7 and 8, 2014 was successful with over 1,600 people attending the Steveston Fire Hall No. 2.

8. **RCMP/OIC BRIEFING**

(Verbal Report)

None.

9. **JOINT BRIEFING – RCMP, FIRE-RESCUE, AND EMERGENCY PROGRAMS**

(Verbal Report)

(i) Ships to Shore Steveston 2014

(ii) Steveston Salmon Festival

Fire Chief McGowan, accompanied by Ms. Procter and Insp. Maloney, commented on the upcoming Ships to Shore Steveston 2014 event scheduled for June 29 and 30, 2014, and the following was noted: (i) RFR crews will be on site to provide safety and educational information; (ii) the RCMP operation safety plan includes extra crews on duty around Bayview Street and an additional Battalion Chief posted at the Mobile Command Centre; and (iii) a fireworks display is scheduled for Canada Day.

In reply to a query from Committee, Deputy Fire Chief Kim Howell advised that display permits issued under *Fireworks Regulation Bylaw No. 7917* requires the applicant to provide proof of Fireworks Supervisor or Pyrotechnician certification prior to a permit being issued by the Fire Chief.

Discussion ensued regarding the proposed fireworks display and issues related to crowd control. As a result of the discussion, the following **referral** motion was introduced:

Community Safety Committee

Tuesday, June 10, 2014

It was moved and seconded

That the proposed fireworks display in association with the Ships to Shore Steveston 2014 event be referred to staff in order to provide further information and report to the Monday, June 16, 2014, General Purposes Committee meeting.

CARRIED

10. MANAGER'S REPORT

None.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:59 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 Tuesday, June 10, 2014.

Councillor Derek Dang
Chair

Heather Howey
Committee Clerk

Personal



Home & Property



Neighbourhood



Business



City of Richmond Crime Prevention Guide



City of Richmond
RCMP

CS - 12

Ver. 1, July 2014



Disclaimer

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Administrative Services & Fees

Administrative Services below are only available at the Main Detachment, 11411 No. 5 Road, Richmond, BC.

RCMP Service Fees (effective January 1, 2014). Note: fees are subject to change.

Service	Fee
Criminal Record Checks	\$58.75
Criminal Record Checks—Volunteering <i>within</i> the City of Richmond—(with letter)	No Charge
Criminal Record Checks—Volunteering <i>outside</i> the City of Richmond—(with letter)	\$25.00
Police Certificate (Including finger prints)	\$58.75
Fingerprints	\$58.75
Pardon Applications/Records Clearance	\$58.75
Name Change Applications	\$58.75

City of Richmond Consolidated Service Fees Bylaw 8814.

Effective January 1, 2014.

- Payment by debit card, Visa, MasterCard and American Express (cash payments not accepted).
- Photo ID required. Must be a resident of Richmond with current address on ID.
- Hours of Business: Monday–Friday: 8:00 a.m. to 7:00 p.m.
Weekends and Statutory Holidays: 8:00 a.m. to 5:00 p.m.

For more information regarding these services, please call 604-278-1212.

Contents

Message from the Officer In Charge.....iv

Message from the Mayoriv

Crime Prevention Programs 1

1. Personal Security..... 1

 When & How to Call the Police 3

 When Calling the Police 3

 What Happens When You Misdialed 9-1-1 in Richmond..... 3

 Protect Your Cell Phone and Electronic Devices from Theft 3

 Personal Safety Tips..... 3

 How to Report Lost or Stolen Identification 4

 Personal Identification Safety Tips..... 4

 Preventing Identity Theft 4

 Pedestrian Safety Tips..... 4

 Tips for Drivers 4

2. Home and Property..... 5

 Home & Property Security Checklist..... 5

3. Neighbourhood..... 7

 Block Watch..... 7

 Email Break and Enter Alerts..... 7

 Criminal Activity Maps..... 7

 Vehicle Security 7

 Vehicle Safety Tips..... 7

4. Business 9

 Business Link 9

 Business Security Tips 9

 Employee Safety..... 9

 Exterior Lighting..... 9

 Doors..... 9

 Bay Doors..... 9

 Windows 9

Important Contact Information 11



Message from the Mayor

On behalf of City Council and the residents of Richmond, I would like to congratulate the City of Richmond and the Richmond RCMP on the completion of the 2014 Crime Prevention Guide.

Community safety is one of the top priorities of Richmond City Council. The City of Richmond and the Richmond RCMP have done a tremendous job in addressing the needs of our citizens by improving crime prevention services in both the local residential and business communities. The 2014 Crime Prevention Guide will enable individuals to acquire useful crime prevention information and strategies on four key topics: Personal, Home & Property, Neighbourhood, and Business Security.

My best wishes to all contributors and users of the 2014 Crime Prevention Guide.

Malcolm D. Brodie
Mayor, City of Richmond



Message from the Officer In Charge

The Richmond RCMP Detachment's long-term strategic goal is "Safe Homes and Safe Communities" and consults regularly with City Council and senior City staff to identify opportunities for improved service for the local residential and business communities. From this planning process, the strategic plan identified five priorities:

1. Youth;
2. Community Engagement;
3. Property Crime;
4. Traffic Safety, and;
5. Organized Crime.

Property Crime was further broken down into Commercial and Residential Break and Enters and in response to this priority, I am pleased to announce the City of Richmond's Crime Prevention Guide.

This free community-focused guide provides personal and property safety information to encourage active participation in crime prevention techniques.

Crime prevention techniques help build and maintain safe homes and businesses, and support a safe community.

Superintendent Rendall Nasset
Richmond RCMP

Crime Prevention Programs

The Richmond RCMP Crime Prevention programs provide the public with information on effective ways to prevent and reduce crime while promoting public awareness of crime prevention.

The Richmond Crime Prevention Guide focuses on four key sections:

1. Personal Security



2. Home and Property



3. Neighbourhood



4. Business



Each section provides valuable information enabling you to learn how to make an active contribution to your personal safety, the safety of your family, friends and the community.





1. Personal Security

When & How to Call the Police

- If you discover a crime in progress and the suspect(s) is/are present, call 9-1-1.
- If the suspect has left and the crime has already occurred, do not touch anything and call the Police non-emergency number at 604-278-1212.
- Report all criminal activity to the Police. If a suspect is present, call 9-1-1. If no suspect is present, call the Police non-emergency number at 604-278-1212.
- Write down the suspect's description: sex, race, height, weight, clothing, vehicle details, direction of travel and licence plate number.

When Calling the Police

- Remain calm.
- Give your name, phone number and address.
- Explain what is happening, what you saw, or the suspicious incident.
- If using a cell phone, state the city you are calling from.
- Stay on the line until you are told to hang up.
- Do not assume someone else has already called the Police.

What Happens When You Misdial 9-1-1 in Richmond

A 9-1-1 misdial is when you accidentally call 9-1-1 and hang up. To ensure your safety, the 9-1-1 Operator must call you back. Although it may be your instinct to hang up, this is actually the wrong thing to do.

If you misdial 9-1-1:

- DON'T HANG UP!
- Remain calm.
- Stay on the line.
- Let the 9-1-1 Operator know you misdialed and that you are safe.
- Do not hang up until the 9-1-1 Operator tells you to do so.
- If you cannot speak English, simply say your language (i.e., Mandarin, Punjabi, etc.) and a translator will assist you.
- If you hang up immediately after misdialing 9-1-1, the 9-1-1 Operator will call you back to ensure your safety. Please answer the phone and follow the above steps.

Protect Your Cell Phone and Electronic Devices from Theft

Here are some tips on how to protect yourself and your cell phone/electronic device:

- If someone demands your phone or electronic device, don't resist. Give them what they want—you can replace your belongings.
- Be aware of your surroundings; don't be so fixated on your phone or electronic device that you lose touch with what is happening around you.
- Be discreet when using your phone or electronic device, keep it securely tucked away when not in use.
- Don't lend your phone to someone you do not know.
- If someone asks you for the time, use your watch—not your cell phone.
- Password protect your phone/electronic device and use a timed screen lock.
- Keep a record of the make, model and serial number of your phone/ electronic device in the event it is lost/ stolen.
- Install an app to track your phone so that if it is stolen, you'll be able to remotely lock it.

Websites to help secure your phone/electronic device:

www.blackberry.com (App: blackberry protect)

www.apple.com (App: Find My Phone)

www.mylookout.com (App: Lookout-Android)

Personal Safety Tips

- Report suspicious persons or vehicles immediately to the Police by calling 9-1-1.
- Never confront suspects involved in any type of criminal activity—call 9-1-1.
- Install a 180-degree peephole in your door and use it before opening the door. Don't open your door to strangers!
- If you will be away, arrange for someone to pick up your mail.



Personal Security continued . . .

How to Report Lost or Stolen Identification

Report identification documents lost or stolen in Richmond to the RCMP at 604-278-1212.

- Cancel your credit cards. If you do not report a lost or stolen credit card immediately, you could be liable for any losses.
- Report it to your bank.
- Contact Canada's main credit reporting agencies:
 Trans Union Canada:
www.transunion.ca
 Equifax Canada:
www.consumer.equifax.ca/home/en_ca
- Ask each agency to send you a copy of your credit report and discuss with them whether you should have a fraud alert placed on your file.

Personal Identification Safety Tips

- Do not give out any personal information (including your credit card number) over the phone unless you initiated the call.
- Do not carry identification not required regularly (i.e., Social Insurance Card, birth certificate, etc.).
- Keep an up-to-date inventory of your identification. If you lose or have your identification stolen, notify the issuer and file a Police report.
- Create passwords combining letters and numbers, using upper and lower case; do not use a password that could be easily guessed like your name, date of birth, or pet's name.
- Always use a variety of passwords.
- Shred all documents containing personal/banking information prior to discarding.

Preventing Identity Theft

Identity theft involves stealing or misrepresenting the identity of another person or business by using their personal or credit card information without their knowledge or consent to open a credit card or bank account or obtain cash or goods.

- Use caution with on-line transactions. Be sure the site is secure, a privacy policy is posted and the company is reputable.
- Never post your phone number, address or Social Insurance Number on the Internet.

- Sign all credit cards when you receive them.
- Get to know your billing schedule. Late arrivals of statements and bills may indicate your mail has been stolen. Contact the issuer of the statements to see if they are delayed. If you suspect your mail has been stolen, notify the Police, call your bank and credit card companies to have them check your accounts and credit cards for any suspicious activity.
- Never disclose your PIN (Personal Identification Number) to anyone.
- Avoid mail or telephone solicitations, disguised as promotions or surveys, offering instant prizes or awards designed for the purpose of obtaining your personal details, including credit card numbers.

Pedestrian Safety Tips

Safe walking tips:

- Always use a designated crosswalk.
- Always make eye contact with drivers when crossing the street. Never assume that a driver has seen you.
- Remove your earbuds/headphones and never talk, text or use electronic devices in an intersection.
- Wear reflective materials at night to increase your visibility. This is especially important in wet weather and dark conditions when drivers may not be able to see you.
- For more information visit www.richmond.ca/safety/police/personal/pedestrians.

Tips for Drivers

- Always be on the lookout for pedestrians – especially in dark, wet weather when visibility is limited, at intersections and near transit stops where pedestrians will be coming and going and may not use crosswalks.
- When turning at an intersection, scan the crosswalk to make sure there are no pedestrians crossing.
- If a vehicle is stopped in front of you or in the lane next to you, they may be yielding for a pedestrian, so be prepared to stop.



2. Home and Property

Home & Property Security Checklist

Do you know how secure your home is? If you answered no, use the following security checklist to learn how to improve your home's security.

Do all exterior doors have a deadbolt?

☐ Yes ☐ No

Tip — Install a deadbolt with a 1-inch throw (the part that extends into the door frame) on all exterior doors, including the door from the garage.



Does your sliding glass door open on the inside of the frame?

☐ Yes ☐ No



Tip — If so, install a wooden stick in the bottom of the frame or a patio-locking bar at waist level to prevent prying.

Do your sliding windows have a secondary lock?

☐ Yes ☐ No

Tip — Install a sliding window lock or use a piece of wood cut to fit snugly into the bottom track to prevent the window from being forced open.



Are windows near doors reinforced?

☐ Yes ☐ No

Tip — Glass near a door lock can be easily broken, allowing a criminal to unlock the door from within. You can reinforce windows by adding a polycarbonate panel (available at local home improvement stores).

Are there clear views of all windows and doors from the street?

☐ Yes ☐ No

Tip — Trim trees and shrubs that block sight lines to your windows and doors, particularly first floor windows.

Are motion sensor lights around your home?

☐ Yes ☐ No

Tip — Install exterior lighting to eliminate dark areas around your doors and windows.

Can you see who is at your door without having to open it?

☐ Yes ☐ No

Tip — Install a wide-angle lens peephole.

Do you store your valuables in a safe deposit box at your bank?

☐ Yes ☐ No

Tip — Burglars know all the usual hiding spots in your home. The best place to keep your valuables is in a safe deposit box at your bank.

If you have an alarm system, do you always use it?

☐ Yes ☐ No

Tip — Always set your alarm, even while sleeping.

Tip — Keep a photographic inventory of your home and all your possessions, this will help in the event you need to make an insurance claim. Record the make, model and serial number of your valuables.

Do you know your neighbours? Are you part of a Block Watch?

☐ Yes ☐ No

Tip — Knowing your neighbours and being part of a Block Watch can help prevent criminal activity in your neighbourhood.

For more information on securing your home, please visit www.richmond.ca/homesafety.



CS - 21



3. Neighbourhood

Block Watch

Block Watch is a free, community-based, crime prevention program aimed at helping residents organize their neighbourhoods to help prevent crime in the community. Block Watch works if neighbours get to know one another, they may be the first to notice a suspicious person and call the Police. When neighbours work together, they can prevent crime in their neighbourhood the most effective way—before it happens.

A volunteer from each neighbourhood is needed to be the Block Watch Captain. The Block Watch Captain goes door-to-door registering their neighbours and distributing Block Watch manuals.

For more information, please visit www.richmond.ca/blockwatch or call 604-713-2340.

Email Break and Enter Alerts

Email your name and street address to blockwatch@richmond.ca to receive an email alert should a residential break and enter occur in your neighbourhood.

Criminal Activity Maps

The Richmond RCMP Criminal Activity Maps show where recent property crimes have occurred in Richmond, British Columbia, Canada. This information is distributed to raise awareness and help educate property owners on crime prevention techniques.

You can select the information to be displayed by:

- crime locations;
- crime type; and
- date.

After opening the map, click on any of the crime markers (dots) for the crime details and on Prevention Tips for specific crime prevention information.

Visit the Criminal Activity Maps at www.richmond.ca/crime or scan this code on your Smartphone.



To read the Crime Prevention newsletters, please visit: www.richmond.ca/safety/police/news/crprevention-news.htm

Vehicle Security

Auto Theft is a crime of opportunity and is preventable. Always lock your vehicle doors. Remove items from your vehicle and you will avoid the cost and time spent on

vehicle repairs and the replacement of your stolen items. If you must leave something in your vehicle, make sure it is locked in your trunk before you arrive at your final destination.

Global Positioning Systems (GPS) are commonly stolen from vehicles. Your vehicle's window can be smashed and your GPS stolen in less than 30 seconds. Your GPS is usually programmed with your home address and if your garage door opener is also stolen from your vehicle, the thieves have easy access to your home. Store your GPS in a secure location when not in use and get a garage door opener that fits on your key ring instead of one that clips on your visor.

If your vehicle has been broken into, always call the Police to report it, include the vehicle details: make, model, year, colour, address of where the vehicle was located, time you left the vehicle, and what was stolen from the vehicle. If your vehicle was parked in Richmond, call the Richmond RCMP non-emergency line at 604-278-1212.

Licence Plate Theft is a common occurrence. Plates are stolen and placed on other vehicles, which are often used to commit other crimes. Check your plates (front and back) daily, and if your plates are missing or if they have been replaced with other plates, call the Richmond RCMP (non-emergency) 604-278-1212. The Police will give you a file number, take this file number along with your insurance documents and your identification (with your remaining plate) to any Autoplan Broker's office. Your Broker will provide you with a new set of license plates and new insurance documents.

Vehicle Safety Tips

- Park in well-lit areas, near pedestrian traffic.
- Use an anti-theft device.
- Place packages or personal property in the trunk.
- Remove your garage door opener from your vehicle. If your vehicle is stolen or broken into, thieves have access to your garage and home.
- If you have gated parking, wait for the gate to close after you enter.
- Never leave your car keys unattended (e.g., in a gym locker).

For more information about securing your vehicle, please visit www.richmond.ca/safety/police/personal/vehicle.htm



CS - 23

4. Business



Business Link

This program's focus is to educate businesses in crime prevention strategies to help reduce crime. Email your business name and street address to **RCMP_Business_Link@richmond.ca** to receive an email alert should a commercial break and enter occur in your neighbourhood. Visit **www.richmond.ca/crime** for the Richmond RCMP Criminal Activity Maps showing where recent property crimes have occurred. For business security tips, visit **www.richmond.ca/businesslink**. To read the Richmond RCMP Business Link newsletters, visit **www.richmond.ca/safety/police/news/bizwatch.htm**

Business Security Tips

If you discover a crime in progress, and the suspect(s) is/are present, call **Call 9-1-1**.

If the suspect(s) has left, do not touch anything and call the Police non-emergency number at 604-278-1212.

Report all criminal activity to the Police. If a suspect is present, call 9-1-1. If no suspect is present, call the Police non-emergency number at 604-278-1212.

Write down the suspect's description: sex, race, height, weight, clothing, vehicle details, direction of travel, and license plate number.

TIP: Display your address clearly on both the front and rear of your building to assist emergency responders.

Employee Safety

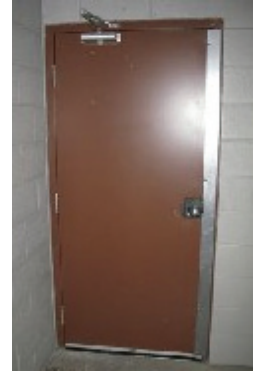
- Keep your personal belongings in locked cabinets.
- Employees working late at night should use the "buddy system" when walking to their vehicles.

Exterior Lighting

- All entrances should be well lit or lit by motion detector lights.
- Install anti-tampering cages over outdoor light fixtures to protect the light bulb.
- Replace burned-out or broken lights immediately.
- Outdoor light fixtures should be clean and utilize the proper light type, i.e., high-pressure sodium bulbs to maximize lighting effectiveness.
- For employee safety, ensure proper lighting coverage of all vehicles in your parking lot.

Doors

- Use good quality deadbolts (with 1 inch throw—the throw is the part that extends into the door frame when locked) on all exterior doors.
- Install an anti-pry metal plate on all exterior doors. Anti-pry plates are bolted to the door and cover the gap between the door and the door frame (see photo).
- Glass doors should be reinforced with security film or window bars.
- Install height strips on all exit doors.
- Ensure all exterior doors, windows and gates are locked at the end of the day.



Bay Doors

- Bollards (rigid posts) can be installed to protect vulnerable areas such as glass doors or in front of bay doors.
- Bollards should be installed close together to block vehicles from driving through.
- Removable bollards can be lowered or removed to allow access.
- "Barn door braces" can be installed to reinforce bay doors.
- A good quality padlock should be installed on the interior of the bay door.



Windows

- Security film, quick-release window bars or roll down shutters should be installed on glass doors or windows to reinforce the glass.
- Windows that open should have secondary locks installed.
- Windows should be free of clutter, frosting or advertising to allow visibility in and out of the business.

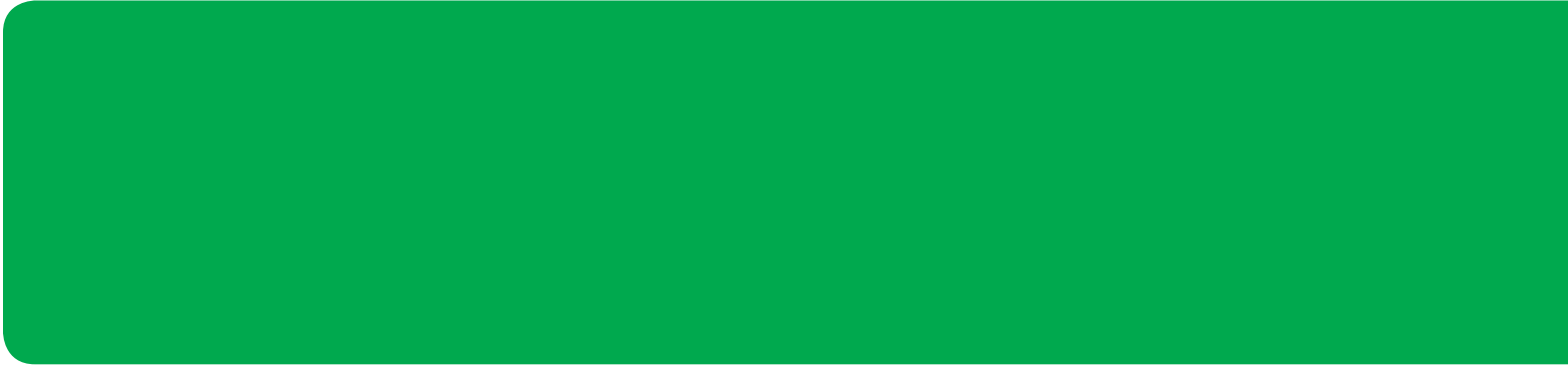
For more information on securing your business, please visit **www.richmond.ca/businesslink**.



Important Contact Information

If it is an emergency (police, fire, and ambulance), call 9-1-1

Police Non-Emergency Calls Only	604-278-1212
Block Watch	604-713-2340
Business Link Crime Prevention Team	604-207-4829
Richmond RCMP Main Detachment	
11411 No. 5 Road Richmond, BC V7A 4E8 Main Switchboard	604-278-1212
Richmond Fire-Rescue	
6960 Gilbert Road Richmond, BC V7C 3V4 Non-Emergency Calls Only	604-278-5131
Richmond City Hall	
6911 No. 3 Road Richmond, BC V6Y 2C1 Main Switchboard	604-276-4000
Community Bylaws	604-276-4345
Richmond Public Works	
5599 Lynas Lane Richmond, BC V7C 5B2 Main Switchboard	604-244-1262
City of Richmond/Public Works Requests—Works Yard 24 Hour Emergency Calls	604-270-8721
Crimestoppers (www.solvecrime.ca)	1-800-222-8477



City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1
Telephone: 604-276-4000
www.richmond.ca



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** June 9, 2014
From: Rendall Nessel, Superintendent **File:** 09-5000-01/2014-Vol
Officer In Charge, Richmond RCMP Detachment 01 (14.14)
Re: RCMP's Monthly Report - May Activities

Staff Recommendation

That the report titled "RCMP's Monthly Report – May Activities" dated June 9, 2014, from the Officer In Charge, Richmond RCMP be received for information.

Rendall Nessel, Superintendent
Officer In Charge, Richmond RCMP Detachment
(604-278-1212)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

At the request of the Community Safety Committee, the Officer in Charge will keep Council informed on matters pertaining to policing in the community of Richmond.

This report supports Council Term Goal 1:

To ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City's specific needs and priorities.

Analysis

Below is the RCMP's Monthly Report regarding May 2014 activities.

Noteworthy Files and Activities

Richmond RCMP Launch Auto Theft Crack Down

The crackdown was launched in response to complaints received from officials at the Indian Cultural Center located at 8600 No 5 Road. The detachment was advised that thieves were repeatedly breaking into vehicles parked at this location during celebratory events. The Richmond RCMP arrested two men on May 10, who were released on a Promise to Appear in court.

Armed Robbers Nabbed Thanks to a Quick Thinking Witness

On May 23, 2014 just after 6:30 a.m. a convenience store in the 8000 block of No. 3 Road was robbed by a man and woman who escaped in a stolen car. The man threatened the clerk with pepper spray during the robbery while the female accomplice kept watch.

A sharp-eyed witness got the license plate of the getaway car and within minutes of the robbery a Dog Service officer located a suspicious couple walking near the suspect vehicle. With the help of two other investigators the pair was taken into custody. The two were arrested and returned to Richmond to face charges of robbery, possession of stolen property and outstanding warrants.

Youth Internet Safety Initiatives

The Richmond RCMP has engaged in several initiatives aimed at highlighting the inherent dangers of the internet. Youth specific presentations have been delivered to students, parents, teachers, and school administrators throughout Richmond.

Delete Day

"Delete Day" was held on February 26, 2014. This event covered the following topics:

- Deletion of hurtful posts,
- Deletion of embarrassing pictures
- Deletion of apps that encourage anonymity

- Deletion of “friends” who aren’t really friends

“Delete Day” received a lot of media coverage and the event was held in a Richmond school with 1200 students and school faculty in attendance.

Internet Safety Presentations

During the 2013-2014 school years the following Internet safety and awareness presentations have been conducted:

2013-10-24	Cornerstone Elementary	20 youth and 3 adults
2013-11-13	Richmond Multicultural	50 adults
2014-03-06	Burnett Secondary	PAC & school administrators
2014-04-02	Block Watch/ PAC	110 adults
2014-05-07	McMath/PAC	50 adults
2104-05-12	Grauer Elementary	25 students – grade 6 & 7
2014-06-05	Hugh Boyd Secondary	150 students – grade 8
2014-06-13	Lord Byng Elementary	25 students – grade 6 & 7
2014-01 to present	Burnett Secondary	Four grade 8 classes

Individual Incidents

Members of the Richmond RCMP Youth Section frequently encounter issues regarding harmful Internet and smart phone usage. These matters are pursued on an individual basis where member s take the opportunity to educate affected persons as well as school staff.

RCMP National /Provincial Strategies

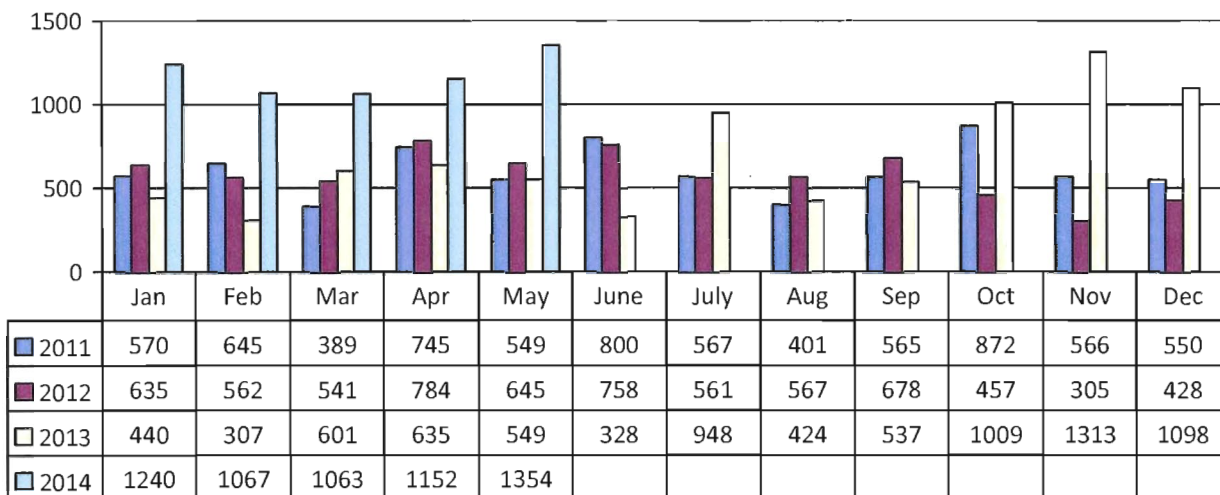
The RCMP has several initiatives regarding Internet safety. These resources and other links can be found at <http://www.rcmp-grc.gc.ca/cycp-cpcj/is-si/isres-ressi-eng.htm>.

Auxiliary Constables

The primary mandate of Richmond’s Auxiliary Constables is to support community police activities relating to public safety and crime prevention. The Auxiliary Constables support community and special events, as well as participating in a variety of crime prevention program within the City.

Volunteer hours includes community policing activities and hours spent in training, court, ride-alongs and call-outs. As of the end of May 2014, Richmond Detachment now has 44 active Auxiliary Constables.

Richmond Auxiliary Constables have volunteered 5,876 hours to date in 2014. The chart below compares the monthly hours of service for the years since 2011.

Figure 1: Total Auxiliary Constable Volunteer Hours

Activities for May 2014 included:

Safety Patrols – provided a police presence in off-road areas, such as parks, trails and dykes with patrols on the Kubota, ATV's, bikes and on foot. During the summer months, Auxiliary Constables are also focusing on increasing uniformed police presence in Steveston Village, Night Markets, YVR and the Hamilton area.

Bylaws Initiative – while performing community policing activities, members accompanied Bylaws Officers that were enforcing dog leash and licensing.

Youth Week Celebration Event – attended the event at Thompson Community Center, providing a positive atmosphere for participating youth.

Pathways Initiative – attended the Pathways Clubhouse to provide positive client relationships with police.

Big Bike Event – provided a traffic escort through Steveston Village over 2 days for this fundraising effort for MS.

Police Week Mall Display – assisted Regular Members and Community Policing Volunteers to host a public display in Richmond Center Mall for Police Week.

Project Swoop – participated with Regular Members and Community Policing Volunteers in city-wide Speed Watch campaign to target speeding and distracted driving.

SOS Childrens' Village Walk/Run – participated at the event to support fundraising efforts for youth that are homeless or in foster care.

Property Crime Reduction programs – assisted the Property Crime Unit with ongoing programs to reduce theft occurrences in Richmond.

School Sports events – participated in sports events held at elementary schools to increase communications between youth and police.

Home Security Checks – providing a home security review and improvement suggestions to residents affected by crime at their homes.

Block Watch – attended neighborhood Block Watch events to provide police support and crime prevention information for residents.

Re-Certification Training – senior Auxiliary Constables were re-certified in the Incident Management Intervention Model (IMIM), Chemical, Biological, Radiation and Nuclear (CBRN) as well as updating on-line training certifications to meet with RCMP requirements.

Emergency Call-Outs – Auxiliary Constables were called out to assist in the successful search for a missing child and to assist regular members with traffic control for a public rally.

Community Policing

Block Watch

During the month, 283 letters were sent to victims and their neighbours to inform city residents that a residential break and enter had occurred in their neighborhood, and to encourage residents to start a Block Watch Group. Similarly, 17 Business Link letters were sent to Richmond businesses that experienced a break and enter during this period. Both residential and Business Link break and enter letters offer crime prevention tips, direct Richmond residents and business owners to the crime prevention web pages, and encourage them to register for the email alerts.

There were 56 residential and 18 business break and enter email alerts sent this period to registered Richmond residents and businesses. These emails inform home and business owners that a break and enter has occurred, provide crime prevention information, and direct residents and business owners to the crime prevention web pages.

Police Contact Information Cards

During the month, Police Contact Information cards were distributed to Richmond businesses, sky train users, the Jewish Day School, Hamilton Community Center, Richmond Center, Lansdowne Mall and Richmond Tourism.

Dementia Cards

Police Officers and Block Watch are distributing the Dementia Cards to Richmond caregivers responsible for people with Dementia. In the event a person goes missing, the Dementia Card contains information specific to that person for example: name, next of kin, and doctor's contact information.

Richmond Detachment Stolen Auto Recovery and Lock Out Auto Crime Statistics

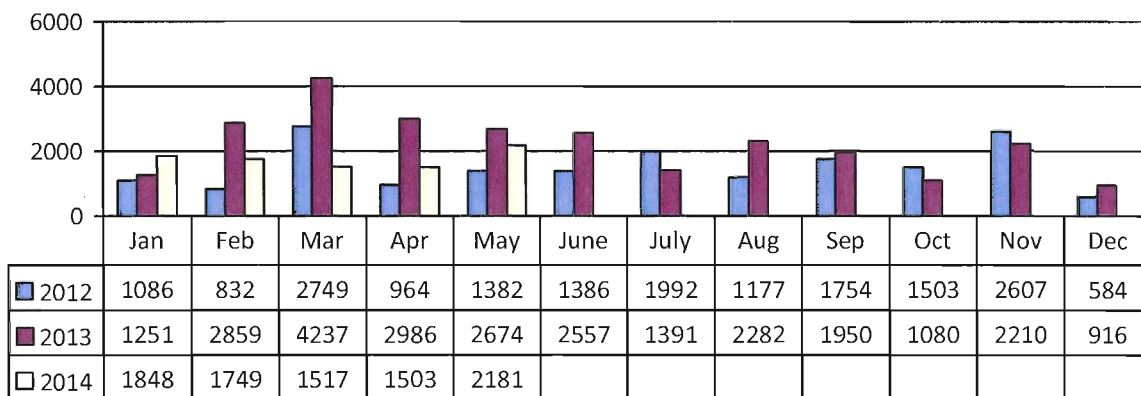
Notices supplied by ICBC are issued by a community volunteer and left on every car in a local parking lot. The notice contains the Community Police Station name, crime prevention tips, location and date, as well as a list of questions that have been checked “yes” or “no”. These notices indicate to the reader what issues need to be addressed in order to keep his or her vehicle safe.

Example questions:

- Does the vehicle have an anti-theft device? (e.g.: alarm, immobilizer or steering wheel-lock)
- Are there any personal belongings in plain view?
- Is the vehicle locked?
- Have all suitable steps been taken to prevent auto crime?

Figure 3 provides a comparison by year for the number of vehicles issued a notice.

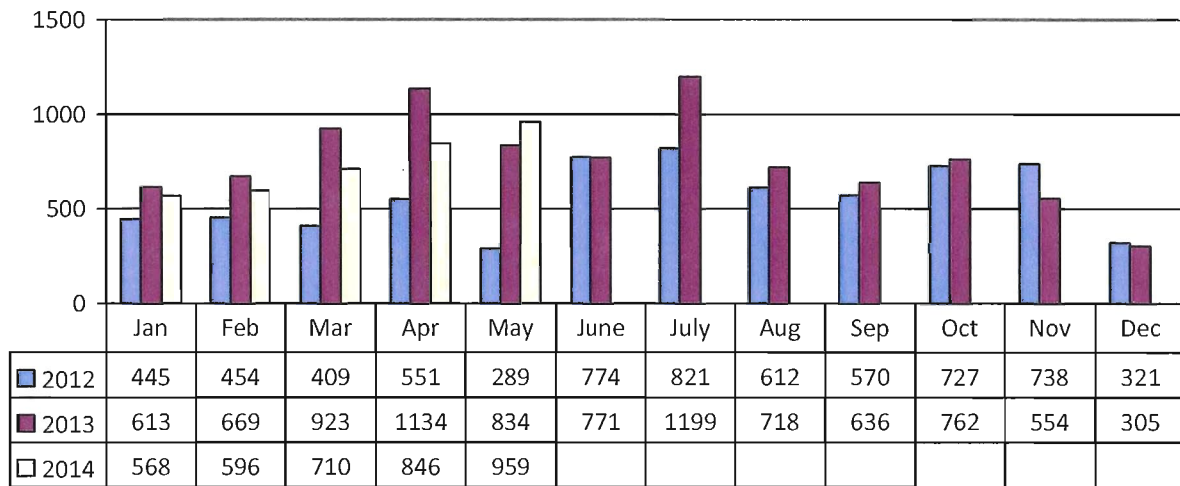
**Figure 3: Richmond Detachment Stolen Auto Recovery / Lock Out Auto Crime
Vehicles Issued a Notice**



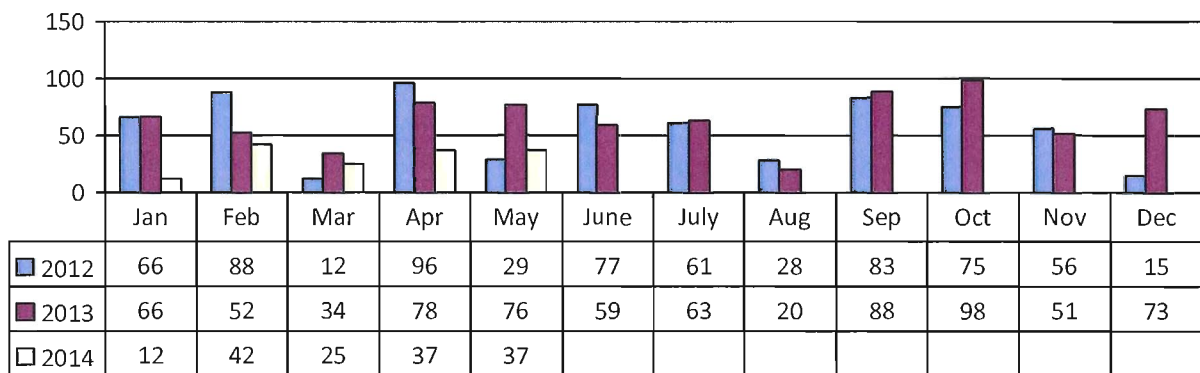
Richmond Detachment Speed Watch Statistics

Speed Watch promotes safe driving habits by alerting drivers of their speed in school zones and on roadways. Trained volunteers are equipped with radar and a speed watch reader board that gives drivers instant feedback regarding their speed. The volunteers record the license plate number and the speed, and a letter is sent to the vehicle’s registered owner when there is an infraction. The letter includes the date, time, location and what the penalties would be if the driver had received a violation ticket.

Figure 4 provides a comparison by year of the number of letters sent:

Figure 4: Richmond Detachment Speed Watch Letters Sent*Richmond Detachment Distracted Driver Statistics*

While volunteers are doing bike/foot patrols or on Speed Watch duty, they note drivers that are on their cell phones; talking or texting, using other electronic devices, reading a newspaper, shaving or putting on makeup. The registered owner of the vehicle is sent a letter with the date, time and location. Also included in the letter is the type of driving infraction and amount the fine would be had the driver received a violation ticket. Figure 5 provides a comparison by year for the number of letters sent.

**Figure 5: Richmond Detachment Distracted Drivers
Number of Letters Sent***Community Police Volunteer Bike and Foot Patrol Program*

In May 2014, there were 10 bike patrols totaling 78 hours, as well as 14 foot/van patrols totaling 143 hours. The volunteers assisted the public with directions and general questions, witnessed

minor vehicle collisions and offered assistance. They also reminded jaywalkers to use the crosswalks, noted any distracted drivers and used palm pilots to run license plates to see if any vehicles were stolen. During the patrols, the volunteers visited local parks and schools to make sure that everything was secure and looked for possible grow ops and abandoned houses.

Activities for May 2014 included:

On May 3rd the City Center Volunteers assisted in speaking Mandarin and Cantonese at a crime prevention table at the Aberdeen Mall. Volunteers have also assisted with Police Week and Project Swoop.

On May 3rd while out on patrol the volunteers' located two males smoking marijuana at Dyke/Shell Road. Police were contacted and Bylaws were called to the 11,000 block of Seabrook Crescent. to report a vehicle on the road with no plates.

On May 14th while out on patrol the volunteers heard an alarm going off in the 7800 block of Saba Road. It was a flashing "fault" signal and a damaged sensor. The Richmond Fire Rescue was called and able to silence the alarm.

On May 15th the volunteers on bike patrol participated in the practice run for the Island Bike Patrol that is occurring in June.

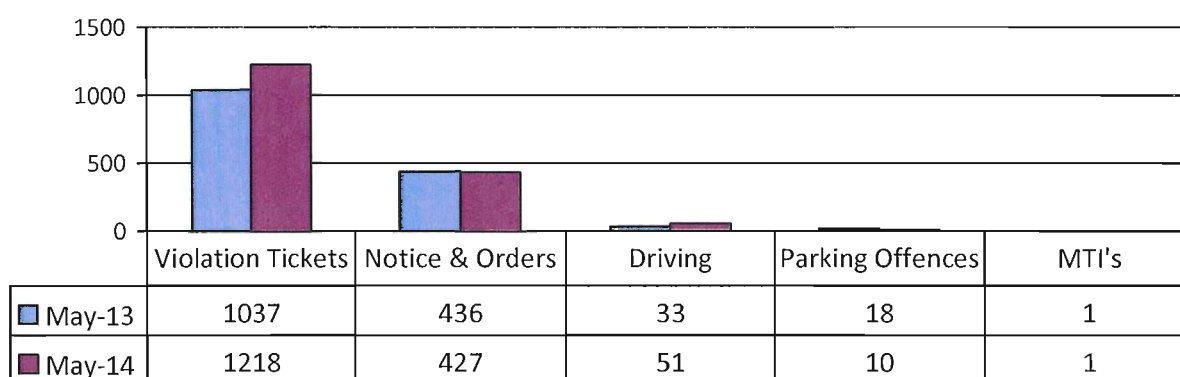
On May 23rd Volunteers from City Centre went out with Crime Watch and Cst. Wong and located a stolen vehicle in the Hamilton area.

Road Safety Unit

Road Safety Unit Service Demand – Month to Month Comparison

Figure 6 compares the Road Safety Unit tickets, categorized by type, for May 2013 and May 2014. In May 2013 there were a total of 1,525 tickets compared to 1,707 in May 2014, an increase of 12%. This increase is due to members in the traffic section being able to focus more attention on these tasks as there were no major traffic incidents in the month of May.

Figure 6: Service Demand Month-to-Month Comparison



Victim Services

From May 1, 2014 to May 31, 2014, Richmond RCMP Victim Services provided services to 52 new clients and attended 8 crime and trauma scenes, in addition to maintaining and active caseload of 135 ongoing files.

Victim Services responded to a number of medical related sudden deaths of elderly persons, a number of family disputes and robbery victims during May. Of note, there were a large group of persons gambling on private property when they were accosted at gun point by a group of assailants. There was a significant amount of cash and cell phones that were taken. There were no physical injuries, but a number of victims were traumatized by the event.

Financial Impact

None

Conclusion

For the month of May 2014, policing in Richmond was relatively stable with emphasis being placed on proactive policing measures. The Officer in Charge, Richmond Detachment continues to ensure Richmond remains a safe and desirable community.

A handwritten signature in black ink, appearing to read 'Lainie Goddard', with a large, stylized loop at the end.

Lainie Goddard
Manager, RCMP Administration
(604-207-4767)

Att. 1: Crime Stats
2: Crime Maps



MAY 2014 STATISTICS

This chart identifies the monthly totals for all founded Criminal Code incidents, excluding Traffic Criminal Code. Based on Uniform Crime Reporting (UCR) scoring, there are three categories: (1) Violent Crime, (2) Property Crime, and (3) Other Criminal Code. Within each category, particular offence types are highlighted in this chart. In addition, monthly totals for Controlled Drugs and Substances Act (CDSA) incidents are included.

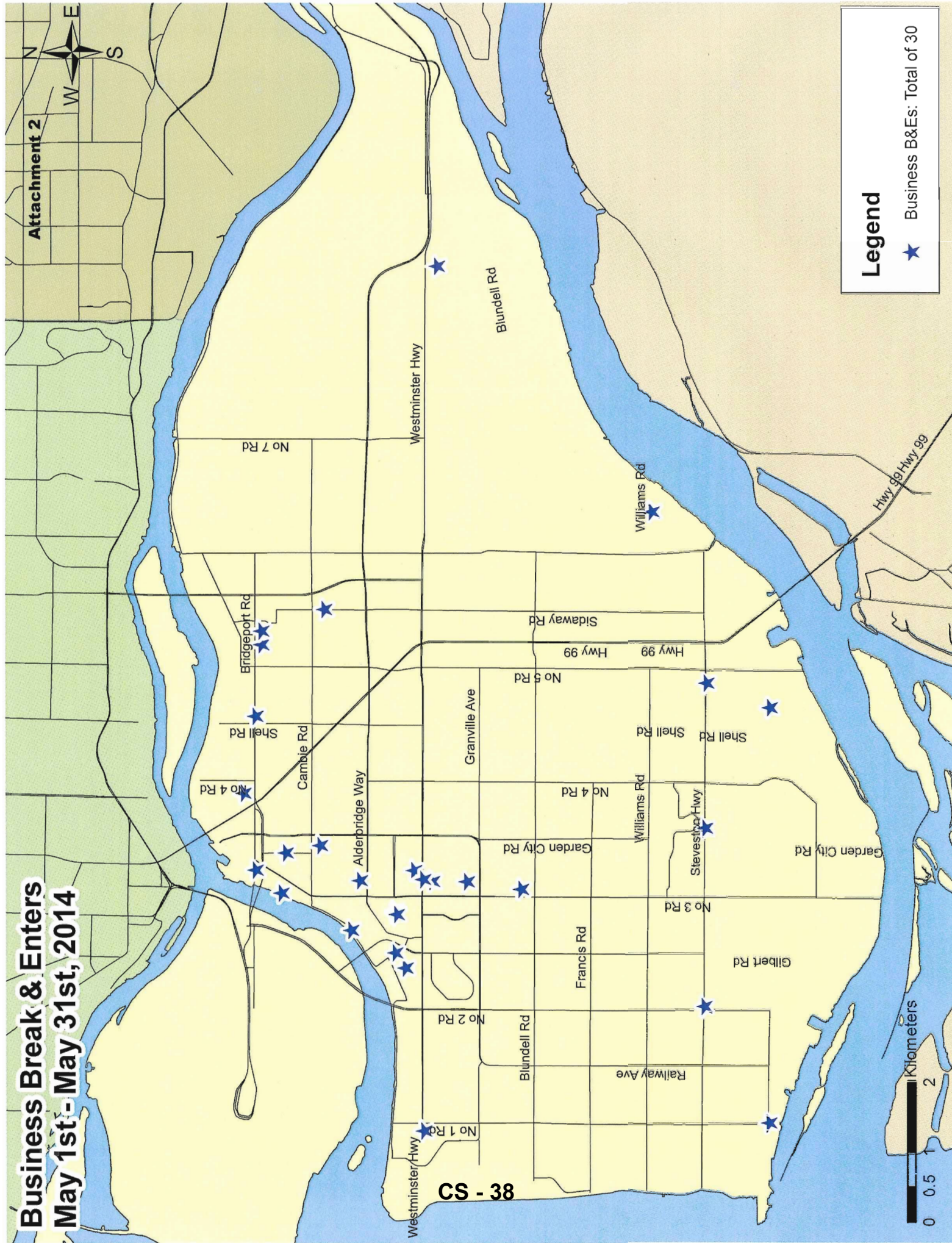
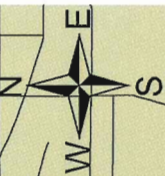
The Average Range data is based on activity in a single month over the past 5 years. If the current monthly total for an offence is above average, it will be noted in **red**, while below-average numbers will be noted in **blue**.

Year-to-Date percentage increases of more than 10% are marked in **red**, while decreases of more than 10% are **blue**. Please note that percentage changes are inflated in categories with small numbers (e.g.: Sexual Offences).

	CURRENT MONTH	5-YR AVERAGE	5-YR AVERAGE RANGE	YEAR-TO-DATE TOTALS			
	May-14	May		2013	2014	% Change	Change in # of Incidents
VIOLENT CRIME (UCR 1000-Series Offences)	104	134	95-173	452	501	10.8%	49
<i>Robbery</i>	10	11	3-18	28	34	21.4%	6
<i>Assault</i>	36	47	37-56	175	171	-2.3%	-4
<i>Assault w/ Weapon</i>	12	11	7-15	43	50	16.3%	7
<i>Sexual Offences</i>	9	5	2-8	22	41	86.4%	19
PROPERTY CRIME (UCR 2000-Series Offences)	746	617	538-697	2835	3463	22.2%	628
<i>Business B&E</i>	30	39	26-51	202	150	-25.7%	-52
<i>Residential B&E</i>	68	40	30-50	306	350	14.4%	44
<i>MV Theft</i>	33	25	14-35	99	134	35.4%	35
<i>Theft From MV</i>	246	158	103-214	609	1169	92.0%	560
<i>Theft</i>	116	107	99-115	504	519	3.0%	15
<i>Shoplifting</i>	52	57	42-70	378	277	-26.7%	-101
<i>Fraud</i>	46	52	36-68	211	240	13.7%	29
OTHER CRIMINAL CODE (UCR 3000-Series Offences)	190	190	176-204	727	833	14.6%	106
<i>Arson - Property</i>	8	7	1-14	7	25	257.1%	18
SUBTOTAL (UCR 1000- to 3000-Series)	1040	941	807-1076	4014	4797	19.5%	783
DRUGS (UCR 4000-Series Offences)	53	86	67-105	316	243	-23.1%	-73

**Business Break & Enters
May 1st - May 31st, 2014**

Attachment 2



CS - 38

Legend



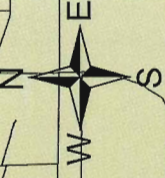
Business B&Es: Total of 30

Kilometers



Residential Break & Enters May 1st - May 31st, 2014

Attachment 2

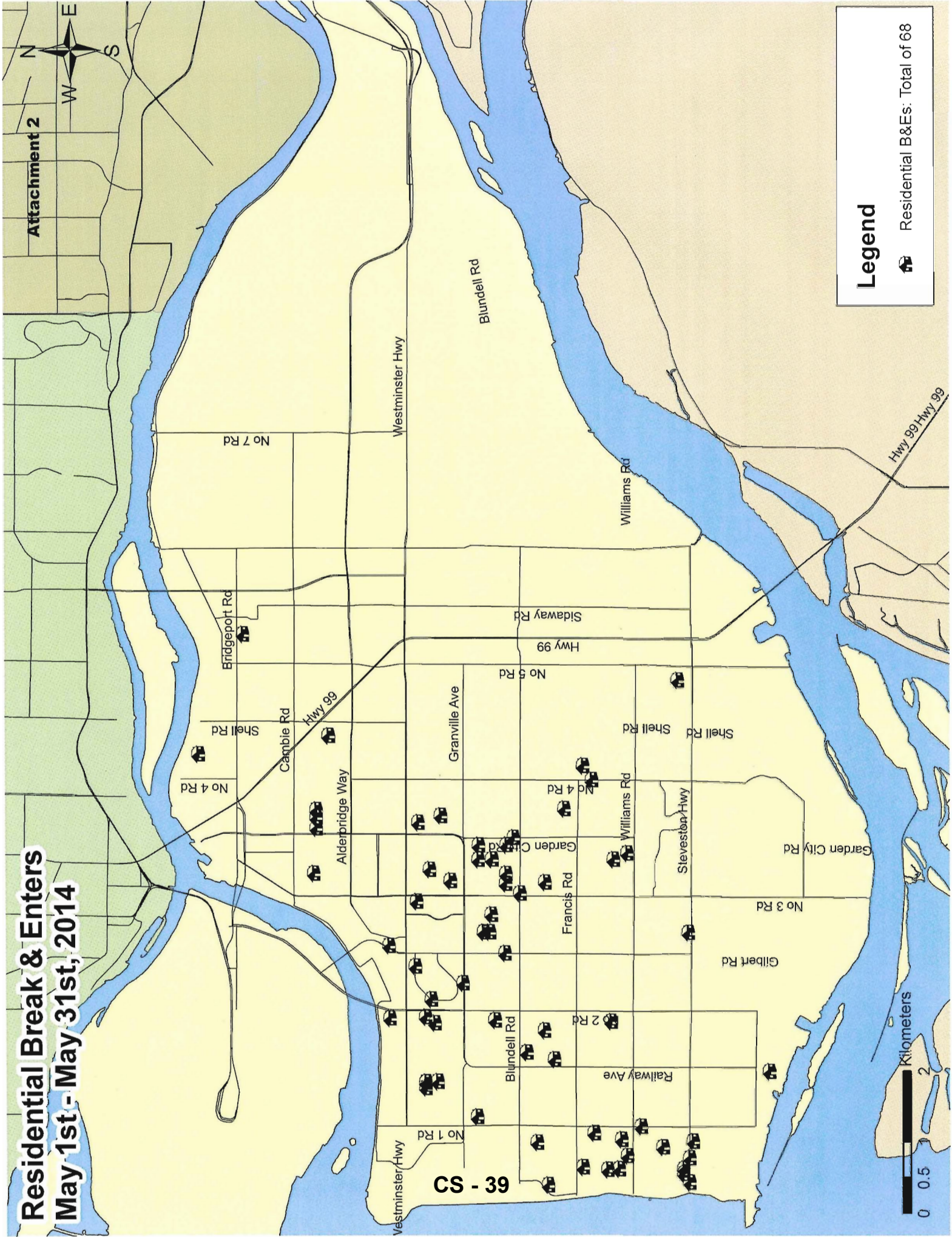


CS - 39

Legend

Residential B&Es: Total of 68

Kilometers
0 0.5 2




Auto Theft

May 1st - May 31st, 2014

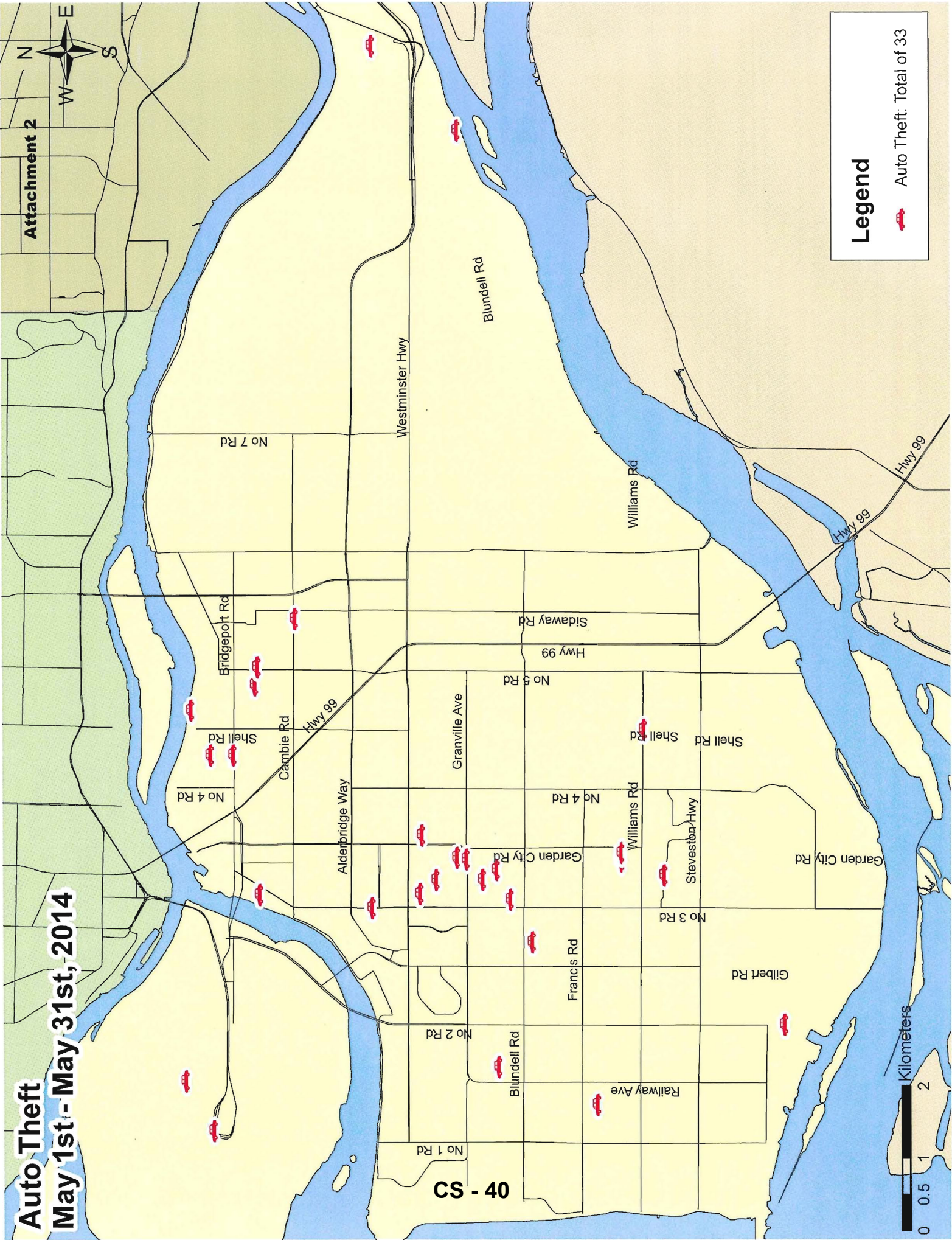
Attachment 2

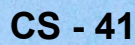
CS - 40

Legend

 Auto Theft: Total of 33

0 0.5 1 2 Kilometers







City of Richmond

Report to Committee

To: Community Safety Committee
From: Phyllis L. Carlyle
General Manager, Law and Community Safety
Re: **Community Bylaws Monthly Activity Report - May 2014**

Date: June 10, 2014

File:

Staff Recommendation

That the staff report titled "Community Bylaws Monthly Activity Report – May 2014", dated June 10, 2014, from the General Manager, Law & Community Safety, be received for information.

Phyllis L. Carlyle
General Manager, Law & Community Safety
(604-276-4104)

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Finance Division	<input checked="" type="checkbox"/>
Parks Services	<input checked="" type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

This monthly activity report for the Community Bylaws Division provides information on each of the following areas:

1. Property Use
2. Grease Management Program
3. Parking Program
4. Adjudication Program
5. Animal Control
6. Revenue & Expenses

This report supports Council Term Goal 1:

To ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City's specific needs and priorities.

Analysis

1. Property Use

Customer Service Response

An average of 22 daily calls for service was fielded by administrative staff in May 2014. These calls for service include voice messages, directly-answered calls, as well as emails. This activity represents an increase of 46.67% compared to the number of calls fielded in April 2014 and a decrease of 10 % when compared to the number of calls reported in May 2013.

Enforcement Activity

Property use officers managed 279 new investigational files during the month of May 2014, which represents an increase of approximately 48.76 % when compared to May 2013. This change is primarily attributed to an increase in the number of unsightly premises, building demolition and boulevard maintenance contraventions reported in May 2014. In total, there were 209 incidents of this nature were reported during the month, compared to 110 incidents in May 2013.

Community Bylaws continues to monitor and reduce the number of abandoned and vacant homes in the City of Richmond. The City currently has 27 residences remaining on the "Abandoned/Vacant Home Joint Operations" list.

Figures 1a and 1b provide a comparison of Property Use service demand by type during May 2014 and the same period in previous years.

Figure 1a: Service Demand Comparison

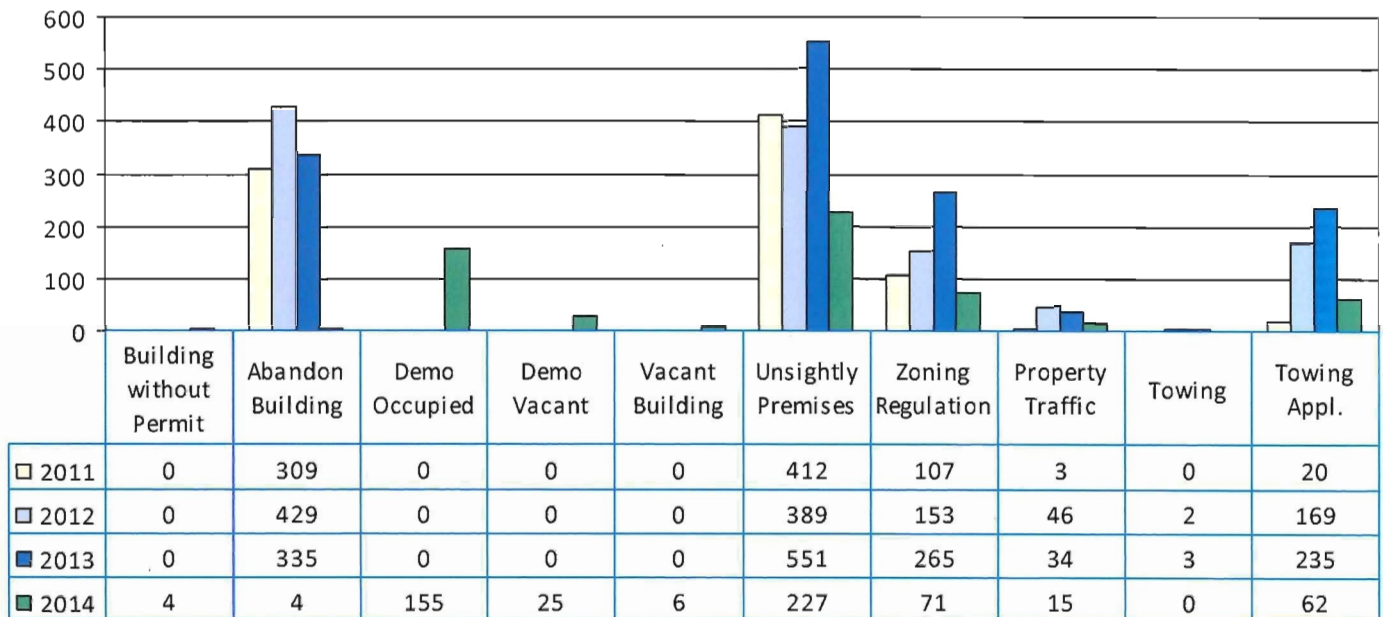
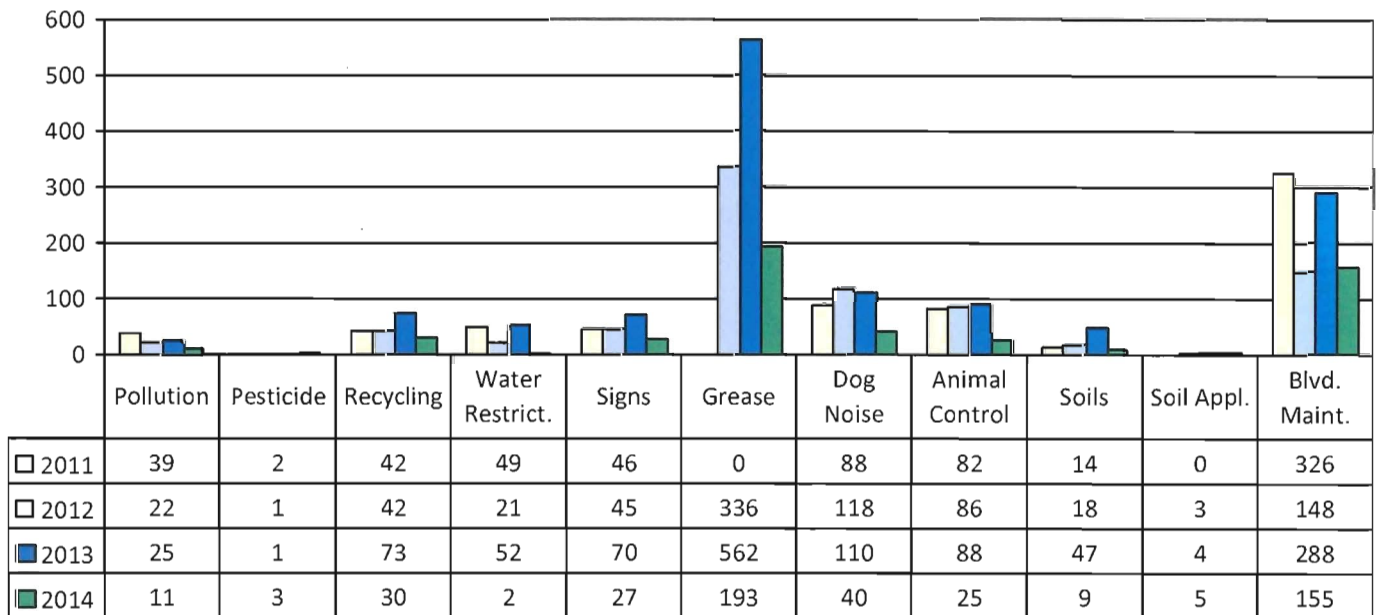


Figure 1b: Service Demand Comparison



2. Grease Management Program

The Grease Management inspector conducted 64 regulatory visits to 37 food sector establishments during May 2014, resulting in 2 bylaw violations of which only 1 was amended to warning.

3. Parking Program

Customer Service Response

An average of 35 daily calls for service was fielded by administration staff in May 2014. This represents an increase of 12.90 % compared to April 2014, and a decrease of 20.45% when compared to calls reported in May 2013.

Enforcement Activity

A total of 3,108 notices of bylaw violation were issued for parking, safety and liability infractions within the City during the month of May 2014. This is a decrease of approximately 9.68 % compared to the number of violations issued in May 2013.

During the month of May 2014, 313 violations were changed to a warning, which represents approximately 10.07% of the tickets issued during May 2014. The following list provides a breakdown of the common reasons for the cancellation of bylaw violation notices pursuant to Council's Grounds for Cancellation Policy No. 1100 under specific sections:

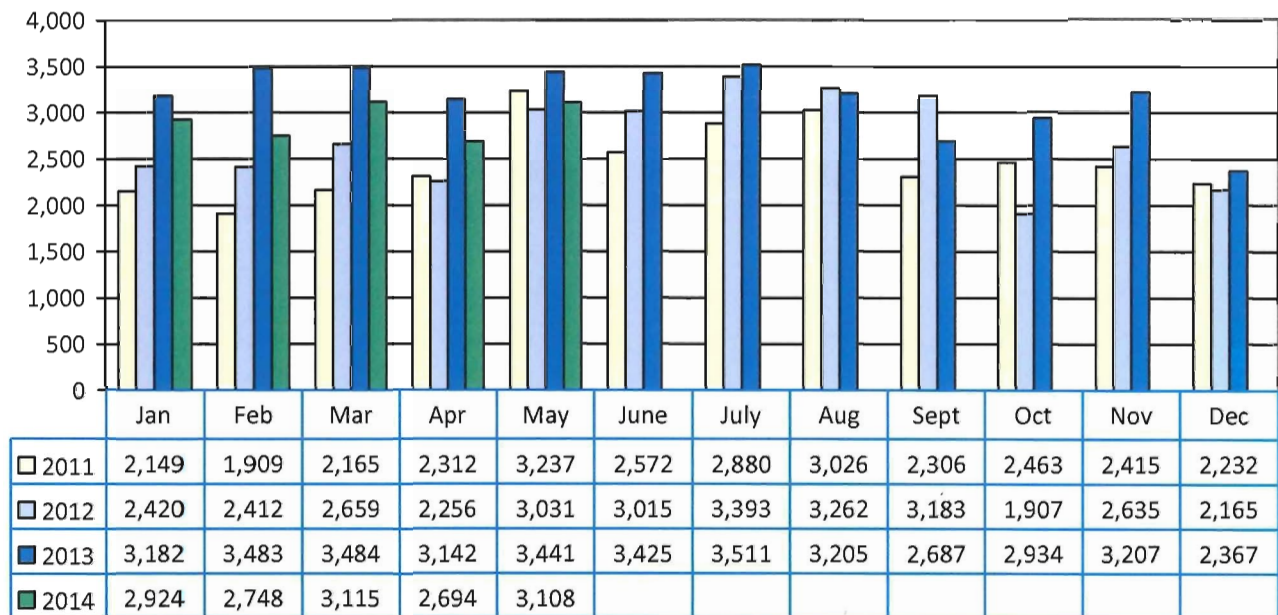
Section 2.1 (a)	Identity issues	30	9.58 %
Section 2.1 (e)	Multiple violations issued for one incident	12	3.83%
Section 2.1 (f)	Not in the public interest	10	3.19 %
Section 2.1 (g)	Proven effort to comply	196	62.63%
—	Administrative Entries	59	18.85%
—	Warnings	6	1.92

Program Highlights

Ticketing activity for May 2014 decreased marginally compared to May 2013 primarily due to as the training of new auxiliary parking officers. In addition officer procedure and deployment changes implemented during January 2013 were largely responsible for a significant increase in violation issuance over the course of last year. Consequently, public compliance has risen significantly in 2014 and this has resulted in a decrease of ticketing activity.

Figure 2 provides a month-to-month comparison of the number of violations issued for the years 2011, 2012, 2013 and 2014:

Figure 2: 2011 - 2014 Comparison for Parking Violations Issued



4. Adjudication Program

A total of 11 adjudication cases were scheduled for April 29, 2014, resulting in 8 violations upheld and 3 dismissed. The next Adjudication Hearing is scheduled for July 29, 2014.

5. Animal Control

Community Bylaws issued 97 new dog licences during May 2014, representing an increase of 42.65% when compared to the number of new dog licences issued in May 2013. As of the end of May 2014, there were 5,314 dogs licensed in Richmond. This total includes 76 dangerous dog license registrations.

Animal Control officers responded to 8 dog bite incidents during May 2014, all resulting in dangerous dog investigations.

Financial Impact

6. Revenue and Expenses

The following information is a month by month analysis of May 2014 compared to May 2013.

Consolidated Parking Program Revenue

The total of meter, monthly permit and enforcement revenue decreased by 3.2% over the same period last year to \$172,195 in May 2014 from \$177,887 in May 2013.

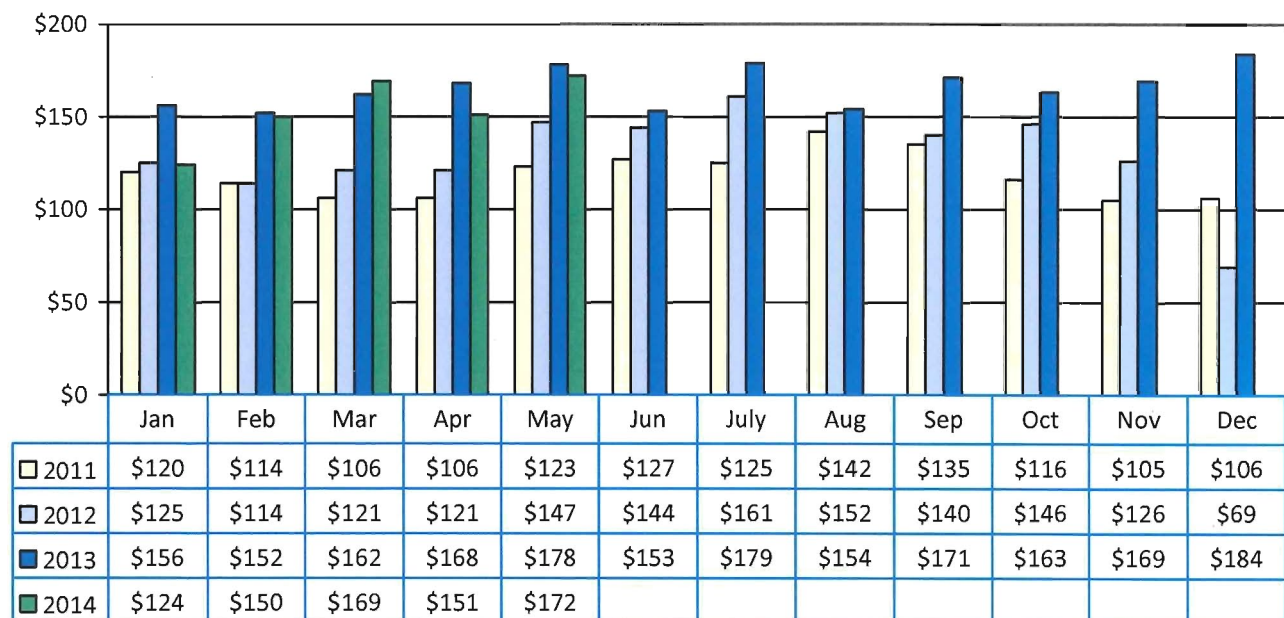
Meter Revenue decreased by 0.1% over the same period last year to \$52,213 in May 2014 from \$52,275 in May 2013.

Permit Revenue increased by 25.9% over the same period last year to \$15,299 in May 2014 from \$12,150 in May 2013.

Enforcement Revenue decreased by 7.7% over the same period last year to \$104,683 in May 2014 from \$113,462 in May 2013.


Figure 3 provides a consolidated revenue comparison with prior years:

Figure 3: Consolidated Parking Revenue (000's)



Conclusion

Community Bylaws Staff continue to strive to maintain the quality of life and safety of the residents of the City of Richmond through coordinated team efforts with many City departments and community partners while promoting a culture of compliance.


 Edward Warzel
 Manager, Community Bylaws (604-247-4601)
 EW:rg



City of Richmond

Report to Committee

To:	Community Safety Committee	Date:	June 18, 2014
From:	John McGowan Fire Chief, Richmond Fire-Rescue	File:	09-5000-01/2014-Vol 01
Re:	Richmond Fire-Rescue – May 2014 Activity Report		

Staff Recommendation

That the staff report titled “Richmond Fire-Rescue – May 2014 Activity Report” dated June 18, 2014 from the Fire Chief, Richmond Fire-Rescue be received for information.

John McGowan
Fire Chief
(604-303-2734)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

This report provides Council with an update on Richmond Fire-Rescue activities. Through the delivery of its programs and services, RFR continues to work towards the City's vision of being the most appealing, livable, and well-managed community in Canada. RFR is reporting on its activities in support of its mission:

To protect and enhance the City's livability through service excellence in prevention, education and emergency response.

This report supports Council Term Goal 1:

To ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City's specific needs and priorities.

Analysis

Training Office Update

As part of Officer Development an Accident/Incident Investigation class was set-up for members of the Safety Committee including Battalion Chiefs and their primary actors. This class was well received by the participants and forms part of the continuous development of the Officer Development program.

The Training Office facilitated a visit by a West Vancouver Fire Prevention Officer (FPO) to observe RFR's car seat inspection program. The West Vancouver FPO observed both the set up and process, and was introduced to the car seat technicians. The West Vancouver FPO had very positive feedback about the program, and obtained valuable information to initialize their program.

Community Involvement

May's safety messages focused on safety around the home and spring cleaning safety reminders. These messages included clearing away debris from around the home and being prepared for an emergency situation. Facebook posts and fire hall sign messages were used to remind the public of these key safety points, which included information for Emergency Preparedness workshops provided by the City.

RFR participates in events and activities advancing public education and community bridge building. During May 2014 the following took place:

- Pumper visits were made to the *Thomas Kidd School – Spring Fair for Elementary School* and *The Fine Arts Montessori Childcare Centre (preschool)* reaching over 244 children and adults in a non emergency environment. Fire crews provided the children with safety messages on Stop, Drop and Roll and 9-1-1 How to Use the Telephone.
- Hall tours were provided to the *11th Richmond Scouts*. The tours provided fire safety information, truck and equipment familiarization to over 15 children and adults.

- Community events attended during May included: the *2014 U-ROC Awards Ceremony*, *McDonalds Happy Day*, *Fairmont Vancouver Airport Hotel Wellness Fair*, *Sunset Rotary Sake for Food/Feed-u-cate*, *City of Richmond Seniors*, *Adults and Children Move for Health*, *City of Richmond Works Yard Open House*, *2014 Walk for ALS*, *CCM of Canada – Chinese Safety and Security Living Fair* and the *28th Annual Ceremony of the 2947 Royal Canadian Army Cadets*. Over 1,500 children and adults attend these events.
- Safety Presentation training was provided to the City's *Child Care Development Advisory Committee* by the Community Relations Officer with 100 adults in attendance.

Emergency Response

Our goal is to respond quickly and minimize loss of life and property.

There were 46 fires in May 2014. Fire losses during the month are estimated at \$94,405. This total includes \$35,500 for building loss and \$58,905 for content loss. The total building and content value at risk was estimated to be \$61,632,925, and the total value preserved was \$61,538,520. These numbers translate to 99% of value protected (Figure 1).

Figure 1: Fire Calls By Type and Loss Estimates – May						
Incident Type Breakdown	Call Volume	Estimated Building Value (\$)	Estimated Building Loss (\$)	Estimated Content Value (\$)	Estimated Content Loss (\$)	Estimated Total Value Preserved (\$)
Residential: Single family	2	6000,000	-	110,000	42,700	667,300
Residential: Multi family	6	28,799,900	-	405,000	45	29,204,855
Commercial/Industrial	5	24,840,000	2,300	894,625	-	25,732,325
Fire – Outdoor	25	2,445,900	7,900	487,000	16,160	2,908,840
Vehicle	8	3,050,500	25,300	-	-	3,025,200
Totals*	46	59,736,300	35,500	1,896,625	58,905	61,538,520

*The dollar losses shown in this table are preliminary estimates. They are derived from RFR's record management system and are subject to change due to delays in reporting and confirmation of actual losses from private insurance agencies (as available).

Fire crews minimized loss and limited the fire to the place of origin in notable May incidents:

1. A large fire at a landfill site within a 5000 sq ft area on Williams Road which included some water source challenges for responding crews. The fire was attacked and brought under control by attending crews. Multiple crews and pieces of equipment were used to mitigate the fire accumulating in 20,000 person hours.
2. A fire located on the roof of a building on Jacombs Road. Attending crews opened the roof to extinguish the fire located in the sub-roof.
3. Crews attended a fire located on board a ship on Trites Road. The fire was reportedly caused by sparks or heat igniting foam insulation in the boat and is under investigation.

4. There was a fire in the playground on Woodward's Road. It was suspected the fire had been deliberately set. RFR crews mitigated the fire and reported the incident to the RCMP for investigation.
5. A suspected fire located in the roof top of a unit on Cambie Road. On arrival crews found the building with light smoke emitting from the ceiling air vents. Crews investigated the incident and used fans to extract smoke from the building.
6. RFR crews also attended multiple vehicle fires during May, including: a fully engulfed care fire on Willet Avenue with the RCMP; a vehicle brake drum fire on Garden City Road; a dump truck fire on River Road and a suspicious car fire on No 5 Road.
7. Outdoor fires responses attending during May included: a fence fire located on Hogarth Road, a BBQ fire on Chatham Street, a bark mulch fire on Cambie Road and a garbage bin fire located on Blundell Road. All fires were quickly mitigated.

During May RFR crews also responded to an RCMP request for assistance call to Horseshoe Way to facilitate their access to the roof of a warehouse. It was suspected the warehouse was being robbed.

RFR crews attended to a townhouse complex for a natural gas leak on No 3 Road. Upon arrival it was determined that a vehicle had careened through a thick hedge into the end unit of a townhouse row shearing the gas meters for all 6 units, as well as causing significant structural damage to the building. The vehicle had also struck another set of town homes from a different complex and their gas meters. RFR units quickly began an evacuation of the immediate area and zoned off the potential contaminated zone. Although a call was made to have Fortis attend, in order to avoid a potential fire and explosion, RFR units went to an offensive and shut off the gas before the meters at the building where the service came out of the ground. Gas detection readings were taken of the affected units and significant low explosive levels were observed. Buildings were safely ventilated and with the exception of the structurally damaged unit, all residents were returned home.

RFR crews responded to multiple medical and rescue incident calls, including: a person trapped in a vehicle on Alderbride way, a forklift trapping incident on Riverside Way, a fall of a construction worker on Minoru Boulevard.

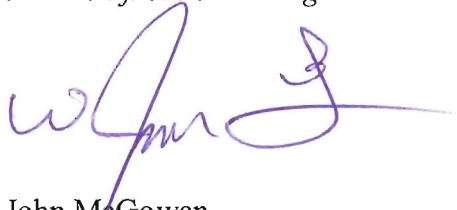
A summary of 9-1-1 emergency response statistics is found in Attachment 1, Tables 1, 2, 3 and 4. The location of May's fire, medical and motor vehicle incident calls are depicted in Attachment 2, Figures 1, 2 and 3.

Financial Impact

None

Conclusion

Our service delivery model is prevention focussed and based on the belief that prevention, education and emergency response activities must be well established and integrated to have a positive impact on community safety. We believe *safety is everyone's responsibility and it is always better to prevent a situation from occurring.*



John McGowan
Fire Chief
(604-303-2734)

JM:js

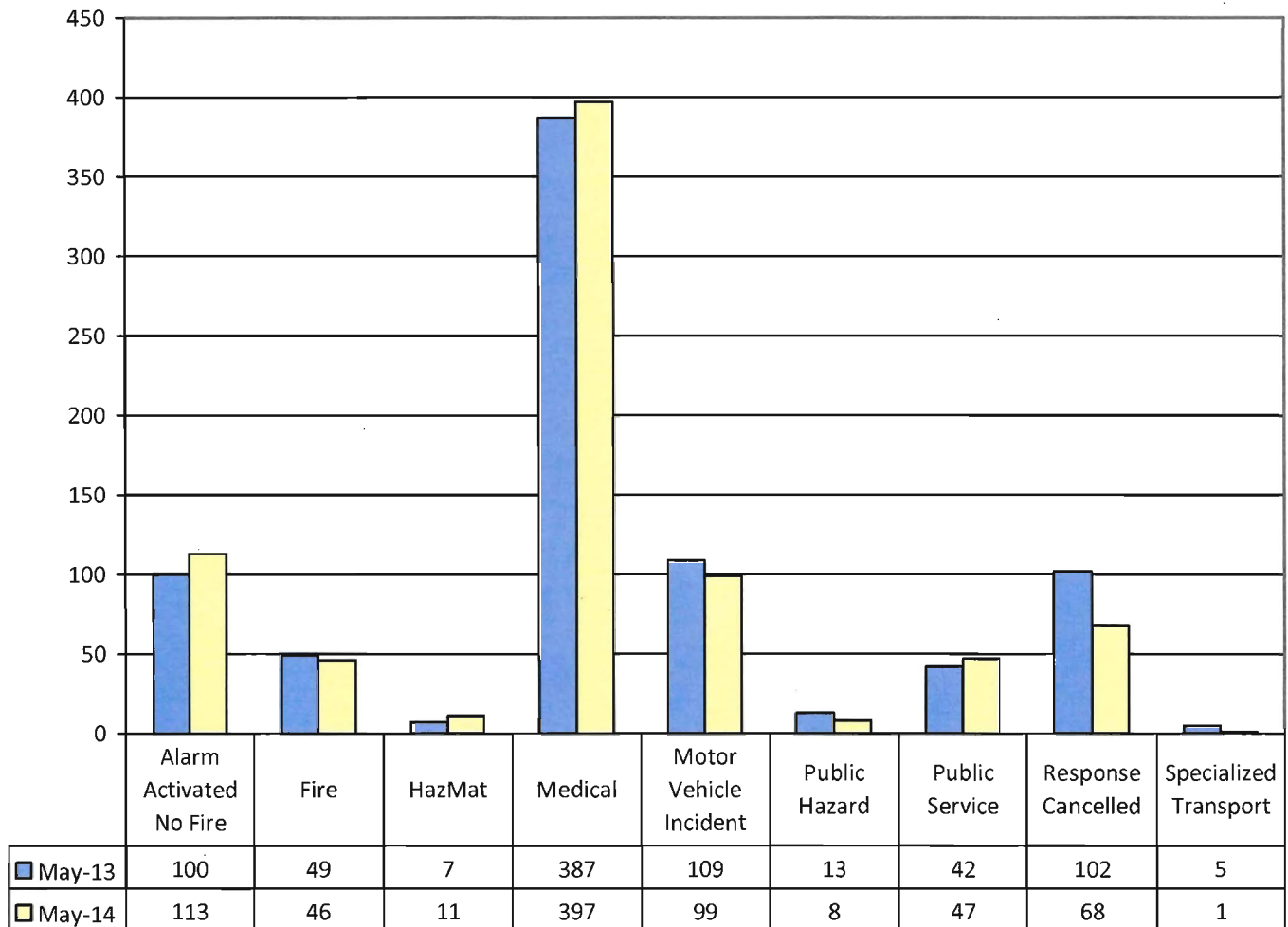
Att. 1: Suppression Activity

Att. 2: Location of May's Fire, Medical and MVI calls

Suppression Activity

The following chart provides a month to month comparison regarding incidents occurring in May 2013 and 2014. In May 2014, there were a total of 790 incidents, compared to 814 in May 2013. This represents a decrease of 2.9%.

Table 1: May 2013 & 2014 Calls for Service Volumes



Call Type Legend:

HazMat: includes fuel or vapour; spills, leaks, or containment

Medical includes: cardiac arrest, emergency response, home or industrial accidents

Public Hazard includes: aircraft emergency, bomb removal standby, object removal, or power lines down

Public Service includes: assisting public, ambulance or police, locked in/out, special events, trapped in elevator, water removal

First Responder Totals

Medical First Responder incidents comprised 50.3% of the total emergency responses for RFR during the month of May. A detailed breakdown of the medical incidents for May 2013 and 2014 is set out in the following table by sub-type. There were a total of 397 medical incidents in May 2014 compared to 387 in May 2013 an increase of 2.6%.

Table 2a: May 2013 & 2014 Medical Calls by Type

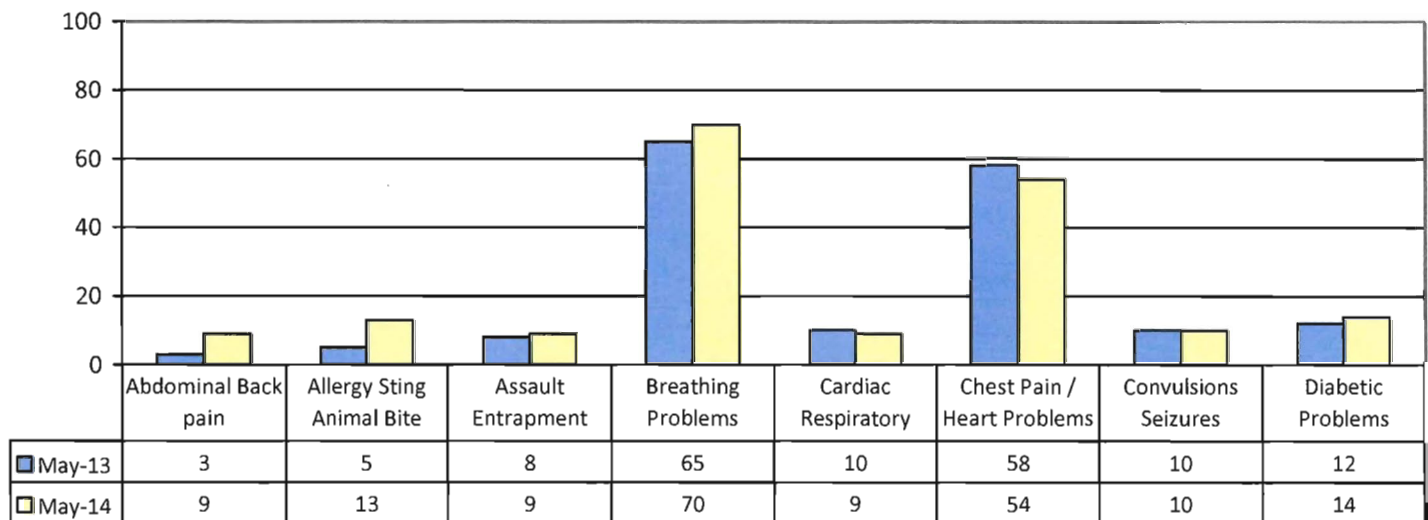
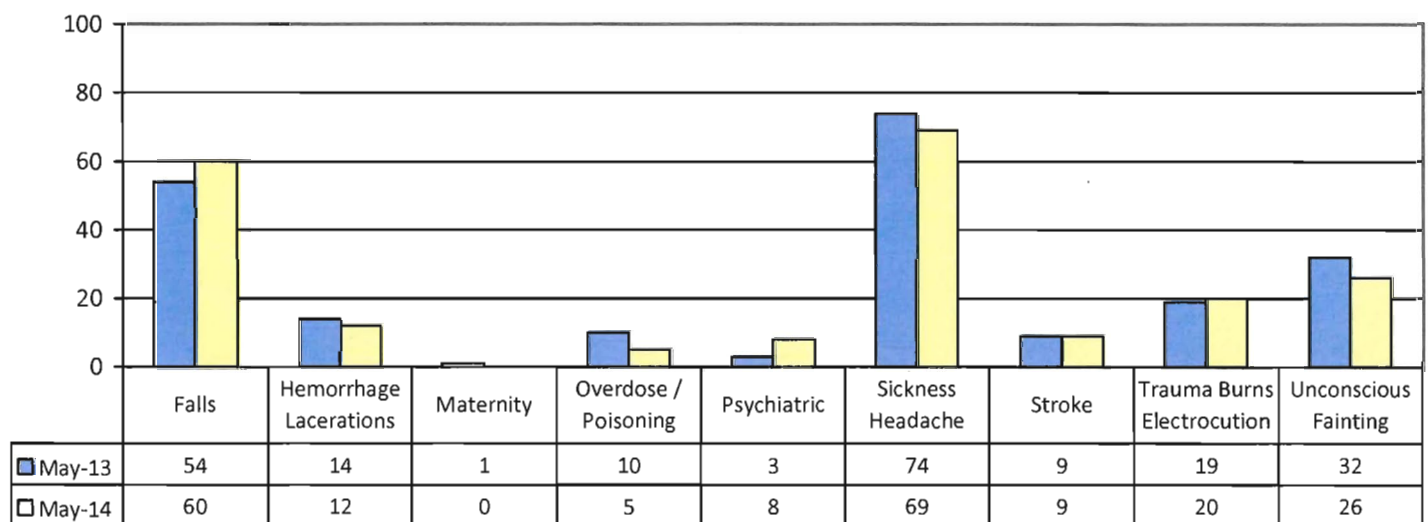


Table 2b: May 2013 & 2014 Medical Calls by Type



Fire Investigations

The fire investigation statistics for May 2014 are listed below:

Table 3: Total Fire Investigation Statistics – May			
	Suspicious	Accidental	Undetermined
Residential - Single-family	0	2	0
Residential - Multi-family	0	5	1
Commercial/Industrial	0	4	1
Fire – Outdoor	4	11	10
Vehicle	1	4	3
Totals	5	26	15

All suspicious fires are reported to the RCMP, and Richmond Fire-Rescue Investigators work in conjunction with staff at the RCMP to address any risks to the community.

HazMat

Table 4: HazMat Calls By Type – May	
	Details
Standby/Support for other Agency	1
Natural Gas / Propane Leaks (small)	9
Misc. (empty containers to unknown powder)	1
Totals	11

Figure 1. Location of May's fires (total 46)

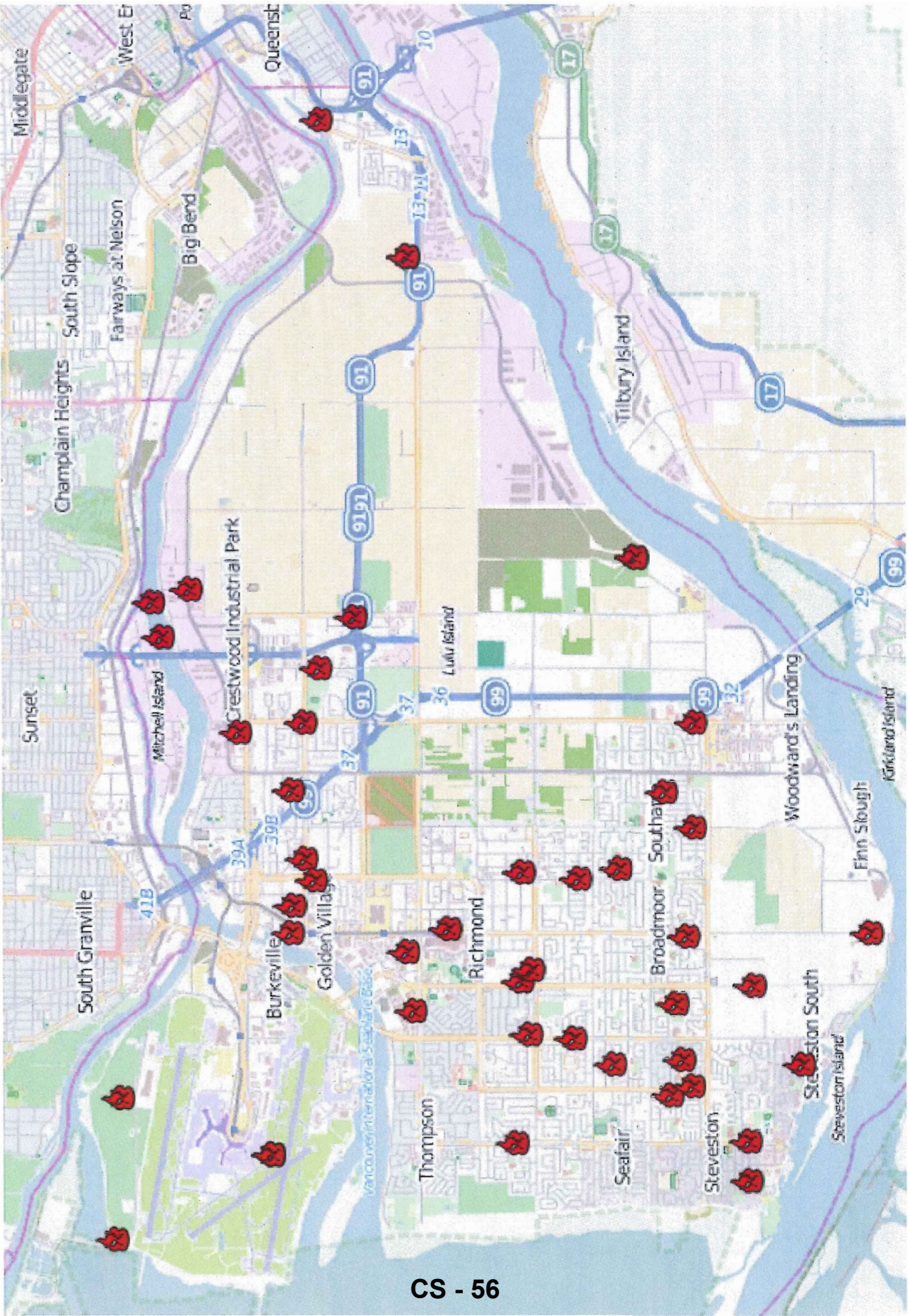


Figure 2. Location of May's medical calls (total 397)

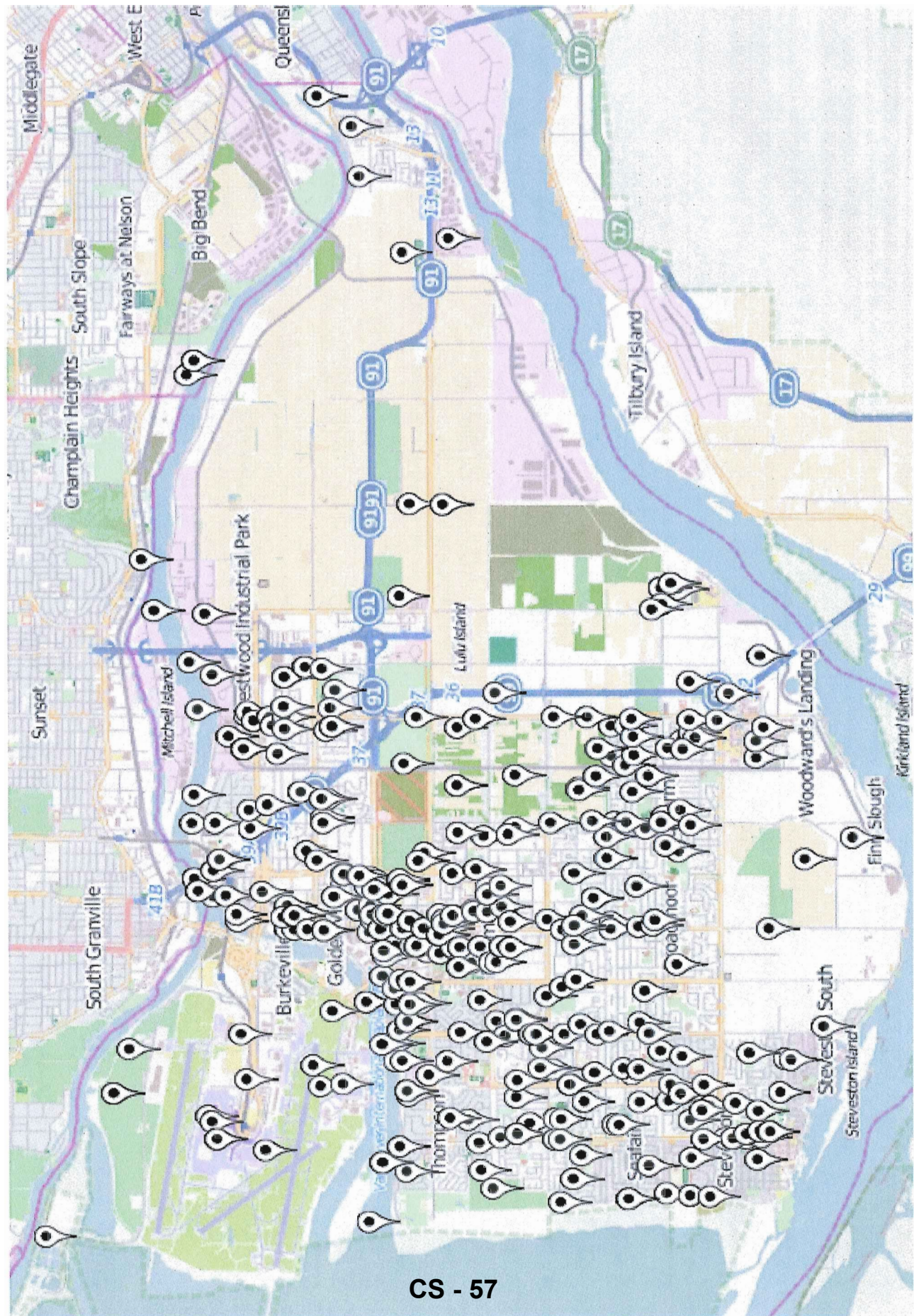
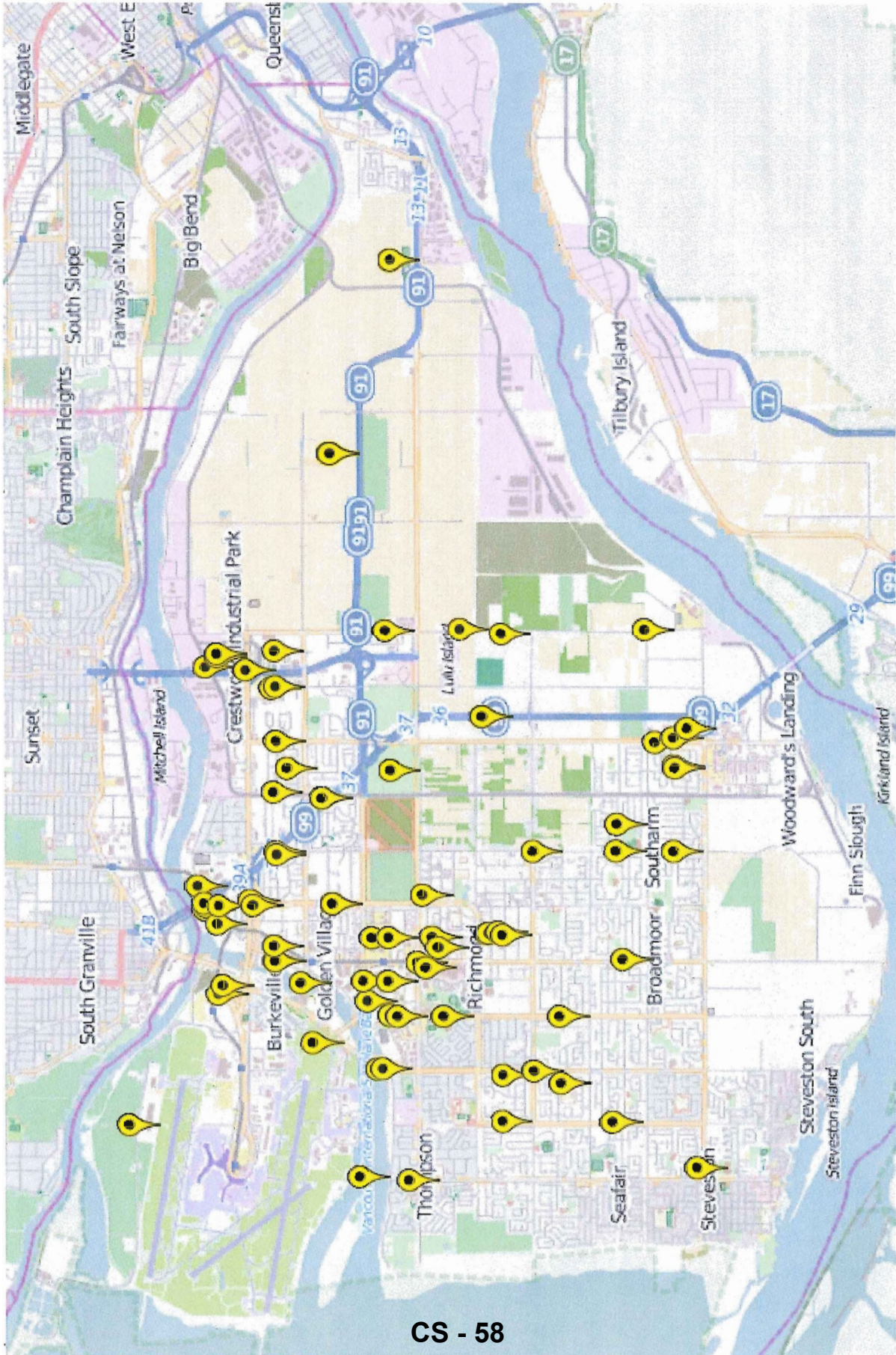


Figure 3: Location of May's MVI calls (total 99)





City of Richmond

Report to Committee

To: Community Safety Committee

Date: June 19, 2014

From: John McGowan
Fire Chief

File: 99-Fire Rescue/2014-
Vol 01

Re: Lafarge Canada Inc. – High Angle Rope Rescue Service

Staff Recommendation

That the Chief Administrative Officer and General Manager, Law and Community Safety be authorized to negotiate and execute an amendment to the existing Confined Space Rescue Service Agreement between the City and Lafarge Canada Inc. (Lafarge) to include Technical High Angle Rope Rescue services by Richmond Fire-Rescue to Lafarge operations at 7611 No.9 Road on the terms and conditions outlined in the staff report titled "High Angle Rope Rescue Services" dated June 19, 2014 from the Fire Chief.

John McGowan
Fire Chief
(604-303-2734)

Att. 1

REPORT CONCURRENCE		
ROUTED TO: Business Licences Finance Division Law	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

This report supports Council's Term Goal 1:

To ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City's specific needs and priorities.

At the Council meeting, held on October 24, 2011, the Chief Administration Officer and the General Manager of Law and Community Safety were authorized to:

To negotiate and execute on behalf of the City, a fee-for-service agreement for the provision of Confined Space Rescue services by the City's Fire Rescue Division to Lafarge Canada Inc.'s operations at 7611 No. 9 Road on the terms and conditions outlined in the staff report titled "Lafarge Canada Inc. – Confined Space Rescue, Fee-for-Service Agreement" dated September 23, 2011.

In June 2012, the Confined Space Rescue Services Agreement was signed and activated. Subsequently, an effective strategic alliance with Lafarge was developed.

Richmond Fire-Rescue (RFR) conducted the familiarized inspections, and has been on stand-by 24 hours a day, seven days a week, available to respond if requested. Fortunately, a confined space incident has not occurred on the Lafarge site and therefore RFR confined space rescue services have not been requested.

Analysis

With the success of the confined space rescue agreement, Lafarge has expressed a desire to expand the service agreement to include Technical High Angle Rope Rescue (THARR).

Under the Occupational Health and Safety Guidelines, for the Industrial High Angle Rope Rescue Program Lafarge conducted a risk assessment and identified the requirement for a THARR program.

The guidelines provide that if the local fire department has THARR capabilities, an employer can enter into agreement with the local fire department to provide the THARR services. The written agreement with the fire department may require agreement terms such as:

1. site inspections to determine site suitability for rescue purposes; and
2. the provision of additional and reasonable support to assist rescue capabilities.

RFR has a THARR program and therefore is capable of providing the service to Lafarge. The THARR service provision would be under similar conditions as the existing Confined Space Rescue Service Agreement, whereby, RFR would be on standby and respond when requested. It is proposed to amalgamate the two services into one agreement, with very similar terms and no additional cost to Lafarge, since RFR is able to provide the THARR services without incurring additional costs to the City. The monthly site inspections can occur at the same time for both services.

Lafarge has also committed to providing, at their costs, improvements to the training site that RFR will occupy. Those include, install fencing with lockable gate and a fire hydrant for the City's use as well as provide use of the classroom trailer currently on site.

The proposal to enter into a THARR program agreement with Lafarge will not affect the delivery of fire and rescue emergency services to the City, as the existing agreement provides that service. Since 2006 RFR has not respond to a THARR event at the Lafarge plant. In the event that RFR resources are fully deployed RFR will notify Lafarge that technical rescue services (confined space and THARR) will be suspended until such time that RFR resources are fully available.

The Confined Spaces Services Agreement would be amended to include THARR services to the rescue services provided under the contract, on the same terms and conditions and for the same fees as the current contract. The current contract terms are as follows:

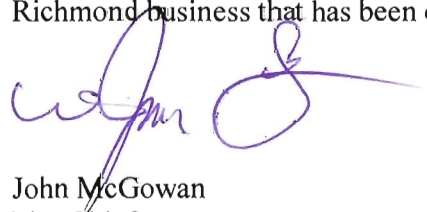
1. **Basic Services:** being on standby 24 hours per day, 7 days per week; performing emergency rescue services when necessary and conducting 12 on-site familiarization visits per year at Lafarge's operation at 7611 No.9 Road.
2. **Additional Services:** dedicated on-site THARR team, on request by Lafarge.
3. **Term:** one year with automatic annual renewals subject to termination with 6 months notice.
4. **Fee for Basic Services:** \$14,300 per year, adjusted annually on the WorkSafe BC rates for THARR services, plus 12 site visits/year @ \$250 per visit. This fee is based on a full cost recovery basis.
5. **Fee for Additional Services:** cost recovery based on the hourly rate plus benefits and equipment of the RFR emergency response team and back fill of RFR staff.
6. **Indemnity:** Lafarge Canada Inc. shall hold harmless and indemnify the City of Richmond against any and all claims and actions arising from providing the services.

Financial Impact

No further financial impacts beyond the current contract terms.

Conclusion

Providing both confined space rescue and THARR rescue services to Lafarge provides mutual benefits to both parties including the creation a strong working relationship with a long-standing Richmond business that has been operating since 1958.



John McGowan
Fire Chief
(604-303-2734)

JM:kh

Att. 1: G4.13(3)(a) Industrial high angle rope rescue program REDMS #4254855



City of Richmond

Report to Committee

To: Community Safety Committee

Date: June 27, 2014

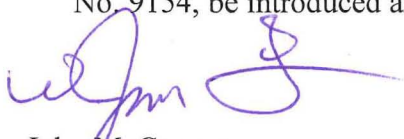
From: John McGowan
Fire Chief

File: 09-5140-01/2014-Vol
01

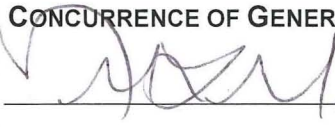


Re: Fire Protection and Life Safety Bylaw Update

Staff Recommendation

1. That Fire Protection and Life Safety Bylaw No. 8306, Amendment Bylaw No. 9151, be introduced and given first, second, and third readings.
2. That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9152, be introduced and given first, second, and third readings.
3. That Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9153, be introduced and given first, second, and third readings.
4. That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9154, be introduced and given first, second, and third readings.


John McGowan
Fire Chief
(604-303-2734)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks Services	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

This report supports Council Term Goal 1:

“To ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City’s specific needs and priorities.”

Richmond Fire-Rescue’s *Fire-Rescue Plan 2012-2015* identifies the review of fire related regulations and enforcement mechanisms associated with those regulations as a short term objectives. This report provides proposed changes to the Fire Protection and Life Safety Bylaw to enhance and streamline RFR’s Fire Prevention problem.

Background

Changes to encourage compliance with the City’s Fire Protection and Life Safety Bylaw No. 8306 regulations are presented for Council’s consideration and include:

1. the use of the adjudication process so that the public can more easily be heard should they have any concerns relating to their tickets;
2. establishing consistency of fine amounts with other municipalities and enhancing the ability to ticket;
3. the authority to charge for new fees for service; record retrieval, training for the private sector;
4. the consolidation of the existing Fireworks Regulation Bylaw into the Fire Protection and Life Safety Bylaw;
5. providing the Fire Chief the ability to set conditions for the hours of fireworks display times;
6. Community Services staff with the right to enter any property where a fireworks display is proposed or taking place;
7. decreasing the existing fire alarm activation standby time from 60 minutes to 30 minutes; and
8. additional authority for Fire, Police, Bylaw or Health inspectors to address both fire and security alarms.

Analysis

The rationale for the proposed changes to the Municipal Ticketing Information Bylaw No. 7321 and Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 are as follows:

Enforcement

RFR’s progressive approach to enforcing the regulations in the City’s Fire Protection and Life Safety Bylaw is similar to other municipal enforcement programs with the intent of gaining voluntary compliance.

Municipal ticketing, the issuance of compliance orders, and in serious cases provincial court charges, are the enforcement tools available. In the past, RFR has relied on the issuance of orders through its fire inspectors for serious offences and infrequently utilized municipal ticketing for less serious offences. A broader implementation of the ticketing enforcement program will help sustain a safe community.

RFR's current approach to enforcement for lesser offences and community safety can be improved through the greater use of Municipal Ticket Information (MTI) and their inclusion in the adjudication process for disputing tickets. Using an integrated approach, RFR suppression crews will now be issuing MTI's during their routine fire inspections. Before the implementation in 2014, RFR suppression crews would be trained to ensure consistency in enforcement and proper issuance of tickets.

To bring about the change in enforcement approach, bylaw changes are proposed that provide a separation between the more serious and lesser offences based on their level of safety risk. Lesser offences, where provincial court proceedings are not appropriate, will be moved to the Notice of Bylaw Violation Dispute Adjudication Bylaw (see Attachment 1). The maximum penalty set by municipalities under the provincial adjudication legislation is \$500. The contravention penalty in the Adjudication Bylaw schedule provides early payment options for the different penalty levels as shown in Figure 1, below.

Figure 1.		
Penalty 29 to 60 days	Early Payment Option 1 to 28 days	Late Payment Amount 61 days or more
\$400	\$300	\$500
\$200	\$150	\$250
\$75	\$75	\$100

New \$100 offences relating to fire hydrants on private property have been added, as there were no existing offences (see Attachment 2) for:

- 1) Failure to maintain space around the fire hydrant [Sec. 5.7.1(a)]
- 2) Failure to maintain ground cover and clearance around hydrant [Sec. 5.7.1(b)]
- 3) Failure to maintain, inspect and service or test hydrant [Sec. 5.7.4]
- 4) Failure to provide written hydrant inspection report [Sec. 5.7.5(b)]

The serious offence fine amounts, such as a failure to comply with orders or compromising fire protection equipment, were reviewed and are recommended to increase to \$1,000 (see Attachment 3).

The rationale for the proposed changes to Fire Protection and Life Safety Bylaw No. 8306 are as follows:

a) *Fire Watch Regulations*

The Fire Watch is a Life Safety process which temporarily replaces an alarm and/or sprinkler protection system while in-operable/under repair. The Fire Watch warning system and inspection process can be ordered by RFR to be introduced within a building when any portion of the fire alarm, sprinkler or emergency power systems are not working. The Fire Watch is maintained until such time as all required systems are in operation.

The fine proposed if there is a contravention of the requirement to provide a Fire Watch is \$1000.00, which is in alignment with the seriousness of the offence to public safety. The inclusion of this fine in the MTI Bylaw would permit tickets to be issued immediately upon discovery of contravention.

b) *New Fees for Public Service Requests*

RFR delivers fire extinguisher training to Richmond for profit groups and is seeking to recover program delivery costs including staff time, extinguisher materials and fuel. On average RFR delivers training to 6 for profit groups annually, the proposed new fee would be \$25 per person for profit groups.

RFR receives requests for records and information relating to the history of RFR service to a property or individual and is seeking the authority to charge for this service. Currently the Consolidated Fees Bylaw 8636 contains a fee of \$66.50 per property for the preparation of an information or comfort letter for general land use or building issues. RFR is proposing to establish the authority to charge a fee of \$66.50 per request for fire records research, copying and or letter. The fee covers staff time for research and processing these non-FOI requests.

c) *Fireworks Regulations*

The incorporation of the Fireworks Regulation Bylaw No. 7917 into the Fire Protection and Life Safety Bylaw No. 8306 would consolidate fire related bylaws regulations into a single bylaw for ease of the public's access.

With fireworks being more frequently used during private celebrations, an ability to set conditions for fireworks display times (ie. 7pm to 8pm) would afford the Fire Chief the opportunity to consider the potential impact of the time of the display on the surrounding residents as part of the permit issuance considerations.

The ability of the Fire Chief to designate additional persons such as Community Services staff, with the right on behalf of the City to enter any property where a fireworks display is proposed or is taking place. The change would recognize the important role that the Community Services staff provide in attending events well in advance to ensure that the fireworks displays are conducted in a safe manner and ensuring the terms of the permit (including setup location) are followed.

These changes will allow RFR on-duty suppression crews to continue to respond to emergency calls and, as available, attend shortly before the fireworks event is scheduled to begin.

d) Fire and Security Alarm – Regulations and Response

RFR responds to fire alarm activations and once the response is complete, the fire alarm system needs re-setting. Currently a property representative must attend the premises within 60 minutes after a fire alarm system has activated. Depending on the circumstances and potential risk, the suppression crews and apparatus may be required to remain on standby at the premises until such time as the property representative arrives on site.

Decreasing the existing fire alarm activation standby time from 60 minutes to 30 will reduce suppression crews and apparatus standby times and increase their availability to respond to other emergency 911 calls within their primary response zones. There is an existing standby fee charged of \$452.00 per vehicle after 60 minutes (per vehicle, per hour).

The addition of the authority for Fire, Police, Bylaw or Health inspectors to address the continuous ringing and stopping of both fire and security alarms and the authority to charge for their attendance to these types of calls is recommended. Currently there is no provision to charge for such response.

e) Administrative Changes to the Existing Bylaw

1. The Fire Department Establishment Bylaw No. 4987 is already incorporated into the Fire Protection and Life Safety Bylaw No. 8306, and thus can be repealed.
2. The definition of "Fire Department" is amended to use "Richmond Fire-Rescue".

Financial Impact

There is no financial impact. The increased fines are considered a deterrent and compliance incentive; the fee changes, corrections and additions presented in this report are not expected to result in any significant change to revenue.

Conclusion

The presented bylaw amendments, procedures and changes relating to enforcement bring logic and consistency to the degree of seriousness of the Fire Protection and Life Safety Bylaw.



Kevin Gray
Deputy Fire Chief
(604-303-2700)

- Att. 1: Proposed Adjudication Bylaw schedule
2: Fire Protection and Life Safety Bylaw – reference 5.7 Fire Hydrants on Private Property
3: Proposed MTI Offence Fine Changes
4: Bylaws: No. 8306, No. 8636, No. 7321 and No. 8122

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Options	A7 Late Payment Amount	A8 Compliance Agreement Discount
Fire Protection and Life Safety Bylaw No. 8306	Interference with member at incident	3.5.1	No	\$400	\$300	\$500	n/a
	Interference with member determining cause	3.5.2					
	Unauthorized entry to scene	3.6.1					
	Obstructing assistance response	3.8					
	Unwarranted evacuation response	6.2					
	Ignition of fireworks without a display permit	9.14.3					
	Ignition of fireworks contrary to terms of display permit	9.14.3					
	Ignition of fireworks in manner that endangers or causes nuisance to a person or property	9.14.3					
	Ignition of fireworks without property owner's permission	9.14.4					
	Open Air Burning without permit	4.1.1 (f)	No	\$200	\$150	\$250	n/a
	Failure to Comply with open air permit conditions	4.5.3					
	Failure to submit acceptable plan	7.1.1 (a)					
	Possession of fireworks without a plan	9.14.2					
	Permit required – No permit – general	4.1.1	No	\$75	\$75	\$100	n/a
	Failure to Comply with permit conditions	4.4.1					
	Failure to post or produce permit	4.4.1 (d)					
	Missing caps	5.2.2					
	Failure to back-flush	5.2.2					
	Obstructed access	5.2.3					
	Failure to post sign	5.2.4					
	System protection capacity exceeded	5.3.1					
	System performance confirmation not provided	5.3.2					
	System performance confirmation deficient	5.3.3					

System not maintained during demolition	5.4					
Not maintained, tested, repaired or replaced	5.6.1					
Unapproved hose connection, colour or location	5.6.1					
Unauthorized use	5.6.2					
Obstructed view	5.7.1					
Failure to provide clearance or ground cover	5.7.1					
Failure to maintain space around the fire hydrant	5.7.1 (a)					
Failure to maintain ground cover and clearance around fire hydrant	5.7.1 (b)					
Failure to maintain, inspect, service, or test hydrant	5.7.4					
Failure to provide written hydrant inspection report	5.7.5 (b)					
No signs/ Unapproved signs	5.9.2					
Secured route – No signs/Unapproved signs	5.9.3					
Parking in emergency route	5.9.4 (a)					
Interfering with, hindering or obstructing access	5.9.4 (b)					
Failure to provide contact persons	6.1.2					
Contact person without access or ability to secure	6.1.4					
Failure to locate plan on premises	7.1.1 (d)					
Trained supervisory staff not designated	7.1.2					
Trained supervisory staff not present	7.1.3					
Inadequate training of supervisory staff	7.1.4					
Failure to submit acceptable pre-incident plan	7.2.2					
Access or keys not accessible	7.3.1					
Storage box not approved	7.4.1					
Fire safety plan inaccessible by Fire Dept	7.4.2					
Obstructed access or egress	7.6.1					

Required rooftop passageway obstructed	7.8.1					
Unauthorized re-entry	7.9.1					
Failure to display civic address	7.10.1					
Deficiency in civic address	7.10.1					
Obstructing inspection	8.2.1					
Causing or permitting fire hazard	9.1.1					
Failure to relocate container	9.2.1					
Unsafe storage or use	9.3					
Fuel not removed to safe location	9.5.1					
Failure to report hazard, spill or incident	9.6.1					
Vacant – failure to maintain or secure	9.7.2					
Damaged building – failure to secure	9.8.1					
Failure to comply with display conditions	9.9.1					
Failure to post system operating instructions	9.10.1 (c)					
Extension cord used as permanent wiring	9.13.1					
Failure to maintain means of egress	10.1.1					
Smoke emitting security system obstructing exit	10.1.2					
Deficient access to exit	10.1.3					
Non-approved locking device on exit door	10.1.4					
Failure to display elevator use sign	10.1.5					
Obstruction of required self-closing door	10.1.8					
Failure to maintain an exit sign	10.1.10					
Failure to inspect or test emergency lighting	10.1.11					
Improper storage	10.2.1					
Failure to use required forms	12.1.3					
Failure to provide form to the Fire Chief	12.1.3					
Failure to post local alarm sign at pull station	12.1.5					

FIRE PROTECTION and LIFE SAFETY Bylaw No. 8306**5.7 Fire Hydrants on Private Property**

5.7.1 Where a fire hydrant is located on private property, the **owner** or **occupier** of the **premises** must:

- (a) maintain the space around the fire hydrant with stable ground cover and a clear and unobstructed area for a radius of at least one (1) metre; and
- (b) maintain ground cover and clearance around the hydrant so as to provide a clear view of the fire hydrant from the street when being approached from either direction.

5.7.4 The **owner** or **occupier** of **premises** on which a private fire hydrant is installed, must ensure that the hydrant is maintained in good working condition at all times and that the hydrant is inspected, serviced and tested at least yearly by a **Fire Protection Technician** in accordance with the requirements of the **Fire Code**.

5.7.5 Without limiting Section 5.7.4, the **owner** of property on which a private fire hydrant is installed must:

- (b) provide the **Fire Chief** with a written report of the inspection, servicing and testing performed on the private fire hydrant during the previous twelve months.

Proposed MTI Offence Fine Changes

Offence	Original Fine	New Fine
Fire Protection Equipment		
Failure to inspect, test or maintain	\$100	\$1,000
Fire Hydrant		
Tampering	\$100	\$1,000
Unauthorized removal	\$100	\$1,000
Private Hydrant/Water Supply		
Failure to comply with maintenance order	\$100	\$1,000
Premises Under Construction		
Fire access route unsuitable	\$100	\$1,000
Fire protection water supply not installed	\$100	\$1,000
Failure to notify of new fire hydrant	\$100	\$1,000
Failure to notify of conditions affecting fire safety	\$100	\$1,000
Emergency Access Route		
Unauthorized securing	\$100	\$1,000
Evacuation of Buildings		
Failure to comply with evacuation order	\$100	\$1,000
Fire Hazards		
Failure to comply with hazard removal order	\$100	\$1000
Flammable Combustible Liquids		
Failure to comply with liquids removal order	\$100	\$1,000
Vacant or Damaged Premises		
Failure to comply with secure premises order	\$100	\$1,000
Commercial Cooking Equipment		
Failure to clean or maintain equipment	\$100	\$1,000
Combustible Dust and Dust Removal		
Failure to control or remove combustible dust	\$100	\$1,000
Safety to Life		
Tampering with or unauthorized use of fire protection equipment	\$100	\$1,000
Fire Protection Equipment - Inspection and Testing		
Failure to inspect or test fire protection equipment	\$100	\$1,000
Fire Watch		
Failure to provide or initiate a system of fire watch	new	\$1,000
Fireworks		
Purchasing of Fireworks	\$1,000	same
Sell or Distribute Fireworks	\$1,000	same
Displaying fireworks for the purpose of sale	\$1,000	same

Bylaws:

- Fire Protection and Life Safety Bylaw No. 8306 amendment Bylaw No. 9151, 2014
- Consolidated Fees Bylaw No. 8636 Amendment Bylaw No. 9152, 2014
- Municipal Ticket Information Authorization Bylaw 7321 Amendment Bylaw No. 9153, 2014
- Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 Amendment Bylaw No. 9154, 2014



**Fire Protection and Life Safety Bylaw No. 8306,
Amendment Bylaw No. 9151**

The Council of the City of Richmond enacts as follows:

1. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 2, by deleting subsection 2.6.1 and substituting the following:
 - 2.6.1 The provisions of this bylaw apply to all **buildings, structures, premises** and conditions within the **City** and, for certainty, apply to both existing **buildings** and **buildings** under **construction**.
2. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 6, by deleting the opening paragraph of subsection 6.1.4 and substituting the following:
 - 6.1.4 Where a contact person fails to respond to a fire alarm and attend the premises within 30 minutes:
3. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 6, by deleting subsection 6.1.4(b) and substituting the following:
 - (b) the **owner** or **occupier** of the **premises** shall be liable to reimburse the **City**, at the rates in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 for the cost to the **City** of all time during which **Richmond Fire-Rescue apparatus** and **members** were required to remain on standby at the **premises**, commencing after the 30 minute time period specified in this Section, until such time as a contact person, **owner** or **occupier** arrives to attend at, provide access to, or secure the **premises**.
4. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 6, by the addition of new subsection 6.3:

6.3 Fire Watch

- 6.3.1 The owner or occupier of any building in which any of the fire alarm system, automatic sprinkler system, or emergency power system, or any portion thereof, if not operating, shall institute and maintain a **fire watch** in that building until all required systems are in operation.

5. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 9 by the addition of new subsection 9.14:

9.14 Fireworks Regulation

- 9.14.1 A person must not purchase, sell, display for the purpose of sale, offer for sale, give, dispose of or distribute **fireworks** to any person.
- 9.14.2 A person must not possess **fireworks** except as permitted under a **display permit**.
- 9.14.3 Subject to subsection 9.14.4, a person must not ignite, explode, set off or detonate **fireworks**:
- (a) except in accordance with the terms of a **display permit**;
 - (b) in such a manner as may endanger or create a nuisance to any person or property.
- 9.14.4 A person who is permitted by this bylaw to ignite, explode, set off or detonate **fireworks** must only do so on property, whether privately or publicly held, with the written consent of the owner or the agent for the owner of such property.
- 9.14.5 A person may apply to the **Fire Chief** for a **display permit** which authorizes the holder to ignite, explode, set off or detonate **fireworks** in accordance with the terms of the **display permit**.
- 9.14.6 To obtain a **display permit**, the applicant must be at least 18 years of age and submit:
- (a) a completed **display permit** application;
 - (b) an indemnity agreement;
 - (c) an application fee in the amount set out from time to time in the Consolidated Fees Bylaw No. 8636;
 - (d) an authorization signed by the property owner or owner's agents, where the **fireworks** event is to occur on property not owned by the applicant;
 - (e) a certificate of insurance showing evidence that the applicant has comprehensive general liability insurance which:
 - (i) has a coverage limit of not less than \$5,000,000 per occurrence;
 - (ii) includes the **City** as an additional named insured;
 - (iii) has a deductible of not more than \$5,000, unless the **City** advises in writing that it consents to a higher deductible; and
 - (f) proof of Fireworks Supervisor or Pyrotechnician certification issued to the applicant by the Explosives Regulatory Division of Natural Resources Canada at least ten **business days** prior to the fireworks event.
- 9.14.7 The **Fire Chief** is authorized to:

- (a) issue **display permits** to eligible applicants;
 - (b) refuse to issue a **display permit** where the applicant has failed to meet the requirements of section 9.14.6;
 - (c) refuse to issue a **display permit** where the applicant has provided false information on the application for the permit;
 - (d) impose terms and conditions on a **display permit** regarding the following:
 - (i) the location at which the **fireworks** display may take place;
 - (ii) the time or times within which the **fireworks** display may take place;
 - (ii) fire safety precautions which must be taken with respect to the **fireworks** display;
 - (iii) safe storage of **fireworks**;
 - (e) revoke, cancel, or suspend a **display permit** where:
 - (i) the holder has violated the terms and conditions of the **display permit** or the provisions of this bylaw or any applicable provincial or federal legislation;
 - (ii) the holder has acted in such a manner as to endanger property or public safety; or
 - (iii) environmental or weather conditions are such that the use of **fireworks** would endanger property or public safety; and
 - (f) conduct an examination or analysis of an article that appears to be a **firework**, and to prepare a report confirming that the **Fire Chief** has examined or analyzed the item, describing the results of the examination or analysis, and stating whether or not, in the opinion of the **Fire Chief**, the item is a **firework**.
- 9.14.8 The holder of a **display permit** must comply with the terms and conditions specified in the **display permit** and the requirements of this bylaw, all other bylaws of the **City**, and all applicable provincial and federal legislation.
- 9.14.9 In the event that a **display permit** is denied, revoked, cancelled or suspended, the application fee is non-refundable.
- 9.14.10 A **display permit** is:
- (a) valid only for the location and during the times specified in the **display permit**; and
 - (b) not transferable.
- 9.14.11 **Fire inspectors, bylaw enforcement officers, police officers** and others as designated by the **Fire Chief** are authorized to enter on property at any time to determine whether the requirements of a **display permit** and of this and other applicable bylaws of the **City** and any applicable provincial or federal statutes are being met.

6. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 14, by deleting subsection 14.3 and substituting the following:

14.3.1 This bylaw may be enforced by means of a ticket issued under the City's *Municipal Ticket Information Authorization Bylaw, No. 7321*, as amended or replaced from time to time.

7. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 14, by the addition of new subsection 14.4:

14.4 Notice of Bylaw Violation

14.4.1 A violation of provisions of this bylaw may result in liability for penalties and late payment amounts established in Schedule A of the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended or replaced from time to time.

14.4.2 A violation of provisions of this bylaw may be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c.60*.

8. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 15, by deleting subsection 15.1.1 and substituting the following:

15.1.1 Every person who applies for any of the following services of **Richmond Fire-Rescue** must pay the applicable fee in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 of this bylaw:

- (a) a **permit** required under Part Four;
- (b) review of a new **fire safety plan**;
- (c) review of an existing or amended **fire safety plan**;
- (d) review of a **fire safety plan** for demolition and construction;
- (e) review of a new **pre-incident plan**;
- (f) review of an existing **pre-incident plan**;
- (g) for a security alarm routed to **Fire Department**;
- (h) for providing public education services including, but not limited to, fire extinguisher training; and
- (i) file records research.

9. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 15, by deleting subsection 15.4.1(d) and substituting the following:

(d) carries out open air burning of combustible materials without a permit;

shall be deemed to have caused a nuisance and, in addition to any penalty imposed under this bylaw or otherwise by law, shall be liable to pay the actual costs and expenses incurred by **Richmond Fire-Rescue** in abating that nuisance by responding to and investigating the fire, loss or false alarm, calculated in accordance with the rates in the amount set from time to time in the Consolidated Fees Bylaw No. 8636 of this bylaw.

10. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended at Part 15 by the addition of new subsections 15.5.6 through 15.5.10:

- 15.5.6 A person must not cause, permit, or allow, a security or fire alarm:
- (a) to **sound** continuously or sporadically for a period of more than 2 hours;
or
 - (b) to continue to **sound** once the **premises** or **vehicle** is secure.
- 15.5.7 For the purposes of subsection 15.5.6, a person is deemed to have caused the **sound** even if the sounding of the alarm arose from malfunction of the said alarm.
- 15.5.8 In the event of a violation of subsection 15.5.6, an **inspector** may stop the alarm from sounding by:
- (a) in the case of a house alarm, entering onto the property, including entering into any buildings on the property, and disabling the alarm by whatever means possible; and
 - (b) in the case of a **vehicle** alarm, by having the alarm disconnected and towing the **vehicle**, at the owner's expense, to a secure storage yard.
- 15.5.9 Neither the **City**, any **City** employee, **Police Officer**, nor any persons authorized by the **City** to enforce subsections 15.5.6, 15.5.7 and 15.5.8 may be found liable for any action taken in good faith, pursuant to those subsections.
- 15.5.10 Every owner or occupier of real property from which a **false alarm** has been generated must pay to the **City** the amount set out from time to time in the Consolidated Fees Bylaw No. 8636.

11. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended by deleting Schedule "A" and substituting the following:

SCHEDULE "A"
to Fire Protection and Life Safety Bylaw No. 8306

Interpretation

In this bylaw:

“apparatus” means any vehicle machinery, device, equipment or material used for fire protection or **assistance response** and any vehicle used to transport **members** or supplies;

“assistance response” means aid provided in respect of fires, alarms, **explosions**, medical assistance, floods, earthquakes or other natural disasters, escape of dangerous goods, rail or aeronautical **incidents**, motor vehicle or other accidents, or circumstances necessitating rescue efforts;

“authority having jurisdiction” means any person or agency authorized by this or any other bylaw, regulation or statute to inspect or approve any thing or place;

“building” means any structure used or intended for supporting or sheltering any use or **occupancy**;

“Building Code” means the *British Columbia Building Code*, as amended or re-enacted from time to time;

“business day” means Monday through Friday, inclusive, except where such day falls on a statutory holiday;

“Bylaw Enforcement Officer” means an employee of the **City** appointed by Council for enforcement of **City** bylaws;

“City” means the Corporation of the City of Richmond and the geographic area governed thereby, as the context requires;

“City Engineer” means the Director of Engineering for the **City** or a person designated to act in the place of the Director;

“combustible dust” means dusts and particles that are ignitable and liable to produce an explosion;

“combustible fibre” means finely divided, combustible vegetable or animal fibres and thin sheets or flakes of such materials which, in a loose, unbaled condition, present a flash **fire hazard**, including but not limited to cotton, wool, hemp, sisal, jute, kapok, paper and cloth;

“combustible liquid” means a liquid having a **flash point** at or above 37.8 degrees Celsius and below 93.3 degrees Celsius;

“combustible material” means any material capable of being ignited;

“combustible metal” means a metal, including but not limited to magnesium, titanium, sodium, potassium, calcium, lithium, hafnium, zirconium, zinc, thorium, uranium, plutonium or other similar metals, which ignites easily when in the form of fine particles or molten metal;

“construct” includes build, erect, install, repair, alter, add, enlarge, move, locate, relocate or reconstruct;

“construction” includes a building, erection, installation, repair, alteration, addition, enlargement, or reconstruction;

“Council” means Council for the City;

“dangerous goods” means those products or substances that are regulated under the Canada *Transportation of Dangerous Goods Act* and its Regulation, as amended from time to time;

“Deputy Fire Safety Director” means a person appointed in writing by a **building owner**, **business owner** or a **Fire Safety Director** and given the responsibility and necessary authority to supervise and maintain a **fire safety plan** in the absence of the **Fire Safety Director**;

“display permit” means a permit issued pursuant to section 9.14.7;

“emergency access route” means portion of a roadway or yard providing an access route for fire department vehicles from a public thoroughfare, as required under the **Building Code**;

“explosion” means a rapid release of energy, that may or may not be preceded or followed by a fire, which produces a pressure wave or shock wave in air and is usually accompanied by a loud noise;

“extension cord” means a portable, flexible electrical cord of any length which has one male connector on one end and one or more female connectors on the other;

“false alarm” means the activation of a **fire alarm system** or **security alarm system** as a result of which services, including fire, police, bylaws and health inspector services, or any of them, are provided by or on behalf of the **City** and the providers of the services do not find any evidence of fire, fire damage, smoke, criminal activity or other similar emergency;

“fire alarm system” means a device or devices installed on or in real property and designed to issue a warning of a fire by activating an audible alarm signal

or alerting a monitoring facility but does not include a fire alarm system that is intended to alert only the occupants of the dwelling unit in which it is installed;

“Fire Chief” means the Director of Fire-Rescue for the **City**, acting as head of **Richmond Fire-Rescue**, or a person designated to act in the place of the Director;

“Fire Code” means the *Fire Code Regulation* made under the *Fire Services Act* of British Columbia, as amended or replaced from time to time;

“fire hazard” means any condition, arrangement or act which increases the likelihood of fire or which may provide a ready fuel supply to augment the spread or intensity of a fire or which may obstruct, delay, hinder, or interfere with the operations of **Richmond Fire-Rescue** or the egress of occupants in the event of fire;

“Fire Inspector” means the **Fire Chief** and every **member** of **Richmond Fire-Rescue** or any other person designated as such by the **Fire Chief** by name or office or otherwise;

“fire protection equipment” includes but is not limited to, **fire alarm systems, automatic sprinkler systems**, special extinguisher systems, portable fire extinguishers, fire hydrants, water supplies for fire protection, standpipe and hose systems, fixed pipe fire suppression systems in commercial cooking exhaust systems, smoke control measures and emergency power installations;

“Fire Protection Technician” means a person certified under the *Applied Science Technologists and Technicians Act* as a fire protection technologist, or a person having other certification acceptable to the **Fire Chief**, that qualifies the person to perform inspections and testing on **fire protection equipment**;

“Fire Safety Director” means a person appointed in writing by a **building owner** or business **owner** and given the responsibility and necessary authority to supervise and maintain a **fire safety plan**;

“fire safety plan” means a fire safety plan for a **building** required under the **Fire Code** and this bylaw, that includes, without limitation:

- (a) emergency procedures to be used in case of fire,
- (b) training and appointment of designated supervisory staff to carry out fire safety duties,
- (c) documents showing the type, location and operation of fire emergency systems,
- (d) the holding of fire drills,
- (e) the control of fire hazards, and
- (f) inspection and maintenance of facilities for the safety of the **building’s** occupants;

“Fire Services Act” means the *Fire Services Act*, RSBC 1996, c. 144, as amended or replaced from time to time;

“fire watch” means a fire warning and inspection process within a building that includes the following:

- (a) posting of written notices at all entrances and exists on each floor stating that a Fire Watch is in effect and its expected duration;
- (b) an hourly physical inspection of all public areas and building service rooms equipped with a fire alarm detection device;
- (c) notation in an entry book at least one every hour of the conditions noted by the person(s) performing the Fire Watch;
- (d) some provision on site for the person(s) performing the Fire Watch for the making of 911 emergency call(s); and
- (e) posting of instructions in the building as to the alerting of all occupants of the building of alternate actions to be taken in case of an emergency.

“fireworks” means any article containing a combustible or explosive composition or any substance or combination of substances prepared for, capable of, or discharged for the purposes of producing a pyrotechnical display which may or may not be preceded by, accompanied with, or followed by an explosion, or an explosion without any pyrotechnical display, and includes, without limitation, barrages, batteries, bottle rockets, cannon crackers, fireballs, firecrackers, mines, pinwheels, roman candles, skyrockets, squibs, torpedoes, and other items of a similar nature, that are intended for use in pyrotechnical displays or as explosives or that are labelled, advertised, offered, portrayed, presented or otherwise identified for any such purpose;

“flammable gas” means a gas which can ignite readily and burn rapidly or explosively;

“flammable liquid” shall have the meaning ascribed to it in the **Fire Code**;

“flammable material” means any free burning material including but not limited to solids, **combustible dust**, **combustible fibres**, **flammable liquid**, **flammable gas**, and liquified **flammable gas**;

“flash point” means the minimum temperature at which a liquid within a container gives off vapour in sufficient concentration to form an ignitable mixture with air near the surface of the liquid;

“incident” means an event or situation to which **Richmond Fire-Rescue** has responded or would normally respond;

“Inspector” includes a **Bylaw Enforcement Officer** employed by the **City**, a **Police Officer**, the Chief Public Health Inspector, and any employee acting under the supervision of any of them;

“member” means a person employed by the **City** and holding a position within **Richmond Fire-Rescue** as an **officer** or firefighter;

“member in charge” means the senior **member** at the scene of an **incident** or the **member** that is appointed as such by the **Fire Chief**;

“occupancy” means the use or intended use of a **building** or part thereof for the shelter or support of persons, animals or property;

“occupier” includes an **owner** or agent of the **owner**, a tenant, lessee, user, agent and any other person who has a right of access to, possession and control of a **building** or other **premises** to which this bylaw applies;

“officer” means the **Fire Chief**, Deputy Fire Chief, Battalion Chief, Chief Training Officer, Chief Fire Prevention Officer, a Captain and a Fire Prevention Officer and a member designated by the Fire Chief to act in the capacity of an officer;

“officer in charge” means the senior member of **Richmond Fire-Rescue** who is present at an **incident** or a **member** appointed as such by the **Fire Chief**;

“owner” means a person who has ownership or control of real or personal property, and includes, without limitation,

- (a) the registered owner of an estate in fee simple,
- (b) the tenant for life under a registered life estate,
- (c) the registered holder of the last registered agreement for sale, and
- (d) in relation to common property and common facilities in a strata plan, the strata corporation;

“Police Officer” means a member of the Royal Canadian Mounted Police;

“permit” means a current and valid document issued by the **Fire Chief** or a **member** authorizing a person to carry out a procedure or undertaking described in the **permit**, or to use, store or transport materials under conditions stipulated in the **permit**;

“pre-incident plan” means a document that includes general and detailed information about a **building** to assist **Richmond Fire-Rescue** in determining the resources and actions necessary to mitigate anticipated emergencies at that **building**;

“premises” includes the whole or any part of a lot of real property and any **buildings** or structures on the property;

“Richmond Fire-Rescue” means that department of the City responsible for providing fire and rescue services;

“security alarm system” means a device or devices installed on or in real property and designed to warn of criminal activity or unauthorized entry by activating an audible alarm signal or alerting a monitoring facility;

“sound” means an oscillation in pressure in air which can produce the sensation of hearing when incident upon the ear;

“sprinkler system” means an integrated system of underground and overhead piping designed in accordance with fire protection standards which is normally activated by heat from a fire and discharges water over the fire area;

“storey” means that portion of a **building** which is situated between the top of any floor and the top of the floor next above it, and is there is no floor above it, that portion between the top of such floor and the ceiling above it;

“structure” means a **construction** or portion thereof, of any kind, whether fixed to, supported or sunk into land or water, except landscaping, fences, paving and retaining structures less than 1.22 metres in height; and

“vehicle” means the interpretation given in the *Motor Vehicle Act*.

12. The **Fire Protection and Life Safety Bylaw No. 8306**, as amended, is further amended by replacing each reference to “the **Fire Department**” with “**Richmond Fire-Rescue**”.
13. The **Fireworks Regulation Bylaw No. 7917**, as amended, is hereby repealed
14. The **Fire Department Establishment Bylaw No. 4987**, as amended, is hereby repealed.
15. This Bylaw is cited as “**Fire Protection and Life Safety Bylaw No. 8306, Amendment Bylaw No. 9151**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>



Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9152

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by deleting Schedule – Fire Protection and Life Safety Bylaw No. 8306 Fees & Cost Recovery in its entirety and substituting the following:

Fire Protection and Life Safety Bylaw No. 8306 Fees & Cost Recovery

Description	Section	Fee	Units
Permit	4.1	\$22.00	
Permit Inspection, <i>first hour</i>	4.3	\$86.50	
Permit Inspection, <i>subsequent hours or part thereof</i>	4.3	\$54.50	
Attendance - open air burning without permit <i>first hour</i>	4.5.1	\$452.00	per vehicle
Attendance - open air burning without permit <i>subsequent half-hour or part thereof</i>	4.5.1	\$227.00	per vehicle
Attendance - open air burning in contravention of permit conditions <i>first hour or part thereof</i>	4.5.3	\$452.00	per vehicle
Attendance - open air burning in contravention of permit conditions <i>subsequent half-hour or part thereof</i>	4.5.3	\$227.00	per vehicle
Attendance - false alarm - by Fire-Rescue – standby fee - contact person not arriving within 30 minutes after alarm <i>Per hour or portion of hour Fire Department standing by</i>	6.1.4(b)	\$452.00	per vehicle
Vacant premises – securing premises	9.7.4	Actual cost	
Damaged building – securing premises	9.8.1	Actual cost	
Display permit application fee, fireworks	9.14.6	\$108.00	
Work done to effect compliance with order in default of owner	14.1.6	Actual cost	
Fire Extinguisher Training	15.1.1	\$25.00	Per person for profit groups
Fire Records (Research, Copying or Letter)	15.1.1	\$66.50	Per address

<u>Review - Fire Safety Plan any building</u>	15.1.1 (b)		
Any building < 600 m ² area		\$111.00	
Any building > 600 m ² area		\$164.00	
High building, institutional		\$218.00	
Revisions (per occurrence)		\$54.50	
<u>Inspection</u>	15.2.1 (a)		
4 stories or less and/or less than 914 m ² per floor		\$218.00	
4 stories or less and between 914 and 1524 m ² per floor		\$326.00	
5 stories or more and between 914 and 1524 m ² per floor		\$541.00	
5 stories or more and over 1524 m ² per floor		\$756.00	
Re-inspection or follow-up to an order <i>first hour</i>	15.2.1 (b)	\$86.50	
Re-inspection or follow-up to an order <i>subsequent hours or part of hour</i>	15.2.1.(b)	\$54.50	
Nuisance investigation, response & abatement	15.4.1	Actual cost	
Mitigation, clean-up, transport, disposal of dangerous goods	15.4.2	Actual cost	
<u>Attendance - False alarm</u>			
No false alarm reduction program in place	15.5.1	\$326.00	
False alarm reduction program in place and participation	15.5.5	No charge	
Attendance – false alarm – by bylaw, police or health officers where the intentional or unintentional activation of a security alarm system causes the unnecessary response of an inspector	15.5.6	\$108.00	
Caused by security alarm system	15.6.1	\$218.00	
Monitoring agency not notified	15.7.1	\$218.00	
Alternate solution report or application review	General	\$164.00	

2. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by deleting Schedule – Fireworks Regulation Bylaw No. 7917 in its entirety.
3. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9152**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>



**Municipal Ticket Information Authorization Bylaw 7321,
Amendment Bylaw No. 9153**

The Council of the City of Richmond enacts as follows:

1. The **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule A, by deleting subsection Section 7 and substituting the following:
 7. Fire Protection and Life Safety Bylaw No. 8306
 - Bylaw Enforcement Officer
 - Fire Inspector
 - Police Officer
2. The **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule A, by deleting subsection Section 8 in its entirety and marking it "Repealed":
3. The **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B7, by deleting Schedule B7 and substituting the following:

SCHEDULE B7

FIRE PROTECTION AND LIFE SAFETY BYLAW No. 8306

Column 1	Column 2	Column 3
Offence	Bylaw Section	Fine
Fire Protection Equipment		
Failure to inspect, test or maintain	5.1.1	\$1000
Fire Hydrant		
Tampering	5.6.3	\$1000
Unauthorized removal	5.6.4	\$1000

Private Hydrant/Water Supply

Failure to comply with maintenance order	5.7.2	\$1000
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Premises Under Construction

Fire access road unsuitable	5.8.1	\$1000
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Fire protection water supply not installed	5.8.2	\$1000
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Failure to notify of new fire hydrant	5.8.3	\$1000
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Failure to notify of conditions affecting fire safety	5.8.4	\$1000
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Emergency Access Route

Unauthorized securing	5.9.1	\$1000
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Fire Watch

Failure to provide or initiate a system of fire watch	6.3.1	\$1000
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Evacuation of Buildings

Failure to comply with evacuation order	7.9.1	\$1000
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Fire Hazards

Failure to comply with hazard removal order	9.1.2	\$1000
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Flammable Combustible Liquids

Failure to comply with liquids removal order	9.4.1	\$1000
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Vacant or Damaged Premises

Failure to comply with secure premises order	9.7.3	\$1000
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Commercial Cooking

Failure to clean or maintain equipment	9.10.1	\$1000
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Combustible Dust and Dust Removal

Failure to control or remove combustible dust	9.12	\$1000
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Fireworks

Purchasing of fireworks	9.14.1	\$1000
Sell or distribute fireworks	9.14.1	\$1000
Displaying fireworks for the purpose of sale	9.14.1	\$1000

Safety to Life

Tampering with or unauthorized use of fire protection equipment	10.3.1	\$1000
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Fire Protection Equipment Inspection and Testing

Failure to inspect or test fire protection equipment	12.1.1	\$1000
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4. The **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended by deleting Schedule B8 in its entirety and marking it "Repealed":
5. This Bylaw is cited as "**Municipal Ticket Information Authorization Bylaw 7321, Amendment Bylaw No. 9153**".



FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR_____
CORPORATE OFFICER

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



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 9154**

The Council of the City of Richmond enacts as follows:



1. The **Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122**, as amended is further amended at Part 1, by the addition of the following:
 - (m) Fire Protection and Life Safety Bylaw No. 8306, as amended;
2. The **Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122**, as amended is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.
3. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9154**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER

SCHEDULE A

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Options	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Fire Protection and Life Safety Bylaw No. 8306	Interference with member at incident	3.5.1	No	\$400	\$300	\$500	n/a
	Interference with member determining cause	3.5.2					
	Unauthorized entry to scene	3.6.1					
	Obstructing assistance response	3.8					
	Unwarranted evacuation response	6.2					
	Ignition of fireworks without a display permit	9.14.3					
	Ignition of fireworks contrary to terms of display permit	9.14.3					
	Ignition of fireworks in manner that endangers or causes nuisance to a person or property	9.14.3					
	Ignition of fireworks without property owner's permission	9.14.4					
	Open Air Burning without permit	4.1.1 (f)	No	\$200	\$150	\$250	n/a

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Options	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CS - 93	Failure to Comply with open air permit conditions	4.5.3					
	Failure to submit acceptable plan	7.1.1 (a)					
	Possession of fireworks without a plan	9.14.2					
	Permit required – No permit – general	4.1.1	No	\$75	\$75	\$100	n/a
	Failure to Comply with permit conditions	4.4.1					
	Failure to post or produce permit	4.4.1 (d)					
	Missing caps	5.2.2					
	Failure to back-flush	5.2.2					
	Obstructed access	5.2.3					
	Failure to post sign	5.2.4					
	System protection capacity exceeded	5.3.1					
	System performance confirmation not provided	5.3.2					
	System performance confirmation deficient	5.3.3					
	System not maintained during demolition	5.4					
	Not maintained, tested, repaired or	5.6.1					

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Options	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CS - 94	replaced						
	Unapproved hose connection, colour or location	5.6.1					
	Unauthorized use	5.6.2					
	Obstructed view	5.7.1					
	Failure to provide clearance or ground cover	5.7.1					
	Failure to maintain space around the fire hydrant	5.7.1 (a)					
	Failure to maintain ground cover and clearance around fire hydrant	5.7.1 (b)					
	Failure to maintain, inspect, service, or test hydrant	5.7.4					
	Failure to provide written hydrant inspection report	5.7.5 (b)					
	No signs/ Unapproved signs	5.9.2					
	Secured route – No signs/Unapproved signs	5.9.3					
	Parking in emergency route	5.9.4 (a)					

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Options	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CS - 95	Interfering with, hindering or obstructing access	5.9.4 (b)					
	Failure to provide contact persons	6.1.2					
	Contact person without access or ability to secure	6.1.4					
	Failure to locate plan on premises	7.1.1 (d)					
	Trained supervisory staff not designated	7.1.2					
	Trained supervisory staff not present	7.1.3					
	Inadequate training of supervisory staff	7.1.4					
	Failure to submit acceptable pre-incident plan	7.2.2					
	Access or keys not accessible	7.3.1					
	Storage box not approved	7.4.1					
	Fire safety plan inaccessible by Fire Dept	7.4.2					
	Obstructed access or egress	7.6.1					
	Required rooftop passageway obstructed	7.8.1					
	Unauthorized re-entry	7.9.1					

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Options	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CS - 96	Failure to display civic address	7.10.1					
	Deficiency in civic address	7.10.1					
	Obstructing inspection	8.2.1					
	Causing or permitting fire hazard	9.1.1					
	Failure to relocate container	9.2.1					
	Unsafe storage or use	9.3					
	Fuel not removed to safe location	9.5.1					
	Failure to report hazard, spill or incident	9.6.1					
	Vacant – failure to maintain or secure	9.7.2					
	Damaged building – failure to secure	9.8.1					
	Failure to comply with display conditions	9.9.1					
	Failure to post system operating instructions	9.10.1 (c)					
	Extension cord used as permanent wiring	9.13.1					
	Failure to maintain means of egress	10.1.1					
	Smoke emitting security system obstructing exit	10.1.2					

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Options	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
CS - 97	Deficient access to exit	10.1.3					
	Non-approved locking device on exit door	10.1.4					
	Failure to display elevator use sign	10.1.5					
	Obstruction of required self-closing door	10.1.8					
	Failure to maintain an exit sign	10.1.10					
	Failure to inspect or test emergency lighting	10.1.11					
	Improper storage	10.2.1					
	Failure to use required forms	12.1.3					
	Failure to provide form to the Fire Chief	12.1.3					
	Failure to post local alarm sign at pull station	12.1.5					