



## General Purposes Committee

Council Chambers, City Hall  
6911 No. 3 Road

Wednesday, January 5, 2022  
4:00 p.m.

Pg. #      ITEM

### MINUTES

**GP-3**      *Motion to adopt the [minutes](#) of the meeting of the General Purposes Committee held on December 13, 2021.*



### DELEGATION

1. Jeffrey Busby, TransLink, to present on the Capstan Station Progress.

### COMMUNITY SAFETY DIVISION

2. **HOUSEKEEPING AMENDMENTS FOR PARKING (OFF-STREET) REGULATION BYLAW NO. 7403 AND CONSOLIDATED FEES BYLAW NO. 8636**

(File Ref. No. 11-7000-01; 12-8060-20-010341/10342) (REDMS No. 6804655)

**GP-6**

[See Page GP-6 for full report](#)

*Designated Speaker: Susan Lloyd*

## General Purposes Committee Agenda – Wednesday, January 5, 2022

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Pg. #

ITEM

### STAFF RECOMMENDATION

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

- (1) *Parking (Off Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10341; and*
- (2) *Consolidated Fees Bylaw 8636, Amendment Bylaw No. 10342.*

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### ADJOURNMENT

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## General Purposes Committee

Date: Monday, December 13, 2021

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Carol Day  
Councillor Andy Hobbs  
Councillor Alexa Loo (by teleconference)  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves (by teleconference)  
Councillor Michael Wolfe (by teleconference)

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 General Purposes Committee held on November 29, 2021, be adopted as circulated.*

**CARRIED**

### FINANCE AND CORPORATE SERVICES DIVISION

1. **RENEWAL OF CONTRACT FOR PROGRAM REGISTRATION AND FACILITY BOOKING SYSTEM**

(File Ref. No. 04-1385-20-PERFECT) (REDMS No. 6789897)

**General Purposes Committee**  
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It was moved and seconded

- (1) *That Council approve the renewal of the contract with PerfectMind, Inc. for a five-year term beginning January 1, 2022 with a total contract value of \$995,000.00, exclusive of taxes as described in the report titled "Renewal of Contract for Program Registration and Facility Booking System" and dated from January 1, 2022 ; and*
- (2) *That the Chief Administrative Officer and the Acting General Manager, Finance and Corporate Services be authorized to execute the renewal agreements with PerfectMind, Inc.*

The question on the motion was not called as discussion ensued with regard to previous systems used by the City and the subscription fees charged by the vendor.

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

## **ENGINEERING AND PUBLIC WORKS DIVISION**

2. **METRO VANCOUVER'S PROPOSED AIR EMISSION REGULATION FOR CANNABIS PRODUCTION AND PROCESSING OPERATIONS UPDATE**

(File Ref. No. 10-6175-05-01) (REDMS No. 6748357)

It was moved and seconded

*That the comments regarding Metro Vancouver's proposed regulation to manage emissions from cannabis production and processing operations outlined in the report titled "Metro Vancouver's Proposed Air Emission Regulation for Cannabis Production and Processing Operations Update", dated November 16, 2021, from the Director, Sustainability and District Energy, be endorsed and forwarded to Metro Vancouver.*

The question on the motion was not called as staff responded to queries, noting that Richmond only allows one site for cannabis production, unless permitted by Council, and that the subject Metro Vancouver air emission regulations for cannabis production only applies to indoor operations.

Discussion then ensued with regard to (i) emission regulations in other municipalities, (ii) distinguishing cannabis emission regulations from regular agricultural production related regulations, and (iii) requesting Metro Vancouver for an additional air monitoring station.

As a result of the discussion, Mayor Brodie noted that a Part (2), noting the following:

*That there be a further request adding an air monitoring station in Richmond.*

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be added to the motion.

The question on the motion which reads as follows:

- (1) *That the comments regarding Metro Vancouver's proposed regulation to manage emissions from cannabis production and processing operations outlined in the report titled "Metro Vancouver's Proposed Air Emission Regulation for Cannabis Production and Processing Operations Update", dated November 16, 2021, from the Director, Sustainability and District Energy, be endorsed and forwarded to Metro Vancouver; and*
- (2) *That there be a further request adding an air monitoring station in Richmond.*

was then called and it was **CARRIED**.

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:15 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the meeting of the General  
Purposes Committee of the Council of the  
City of Richmond held on Monday,  
December 13, 2021.

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Mayor Malcolm D. Brodie  
Chair

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Evangel Biason  
Legislative Services Associate



# City of Richmond

## Report to Committee

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**To:** General Purposes Committee **Date:** December 20, 2021  
**From:** Cecilia Achiam **File:** 11-7000-01/2021-Vol 01  
General Manager, Community Safety  
**Re:** Housekeeping Amendments for Parking (Off-Street) Regulation Bylaw No. 7403  
and Consolidated Fees Bylaw No. 8636

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

### Staff Recommendation

1. That the following amendment bylaws are introduced and given first, second and third readings:
  - a. Parking (Off Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10341; and
  - b. Consolidated Fees Bylaw 8636, Amendment Bylaw No. 10342.



Cecilia Achiam  
General Manager, Community Safety

Att. 3

REPORT CONCURRENCE	
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>
Finance Department	<input checked="" type="checkbox"/>
Transportation	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
Recreation and Sport Services	<input checked="" type="checkbox"/>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 
<b>APPROVED BY CAO</b> 	

## Staff Report

### Origin

At the closed Council meeting on December 6, 2021, Council approved the implementation of paid parking at the parking lot of the Richmond Curling Club, as described in the staff report titled “Richmond Winter Club Service Agreement and Richmond Curling Club Service Level Options”, dated October 29, 2021, from the Director, Recreation and Sport Services.

The report also stated that staff will prepare a report to introduce amendments to the appropriate City bylaws in relation to the conversion of the parking lot to a paid parking lot.

The purpose of this report is to introduce those bylaw amendments.

This report supports Council’s Strategic Plan 2018-2022 Strategy #3 One Community Together:

*3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.*

This report supports Council’s Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

*4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.*

This report supports Council’s Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

*Accountable, transparent, and responsible financial management that supports the needs of the community into the future.*

*5.1 Maintain a strong and robust financial position.*

This report supports the following focus area from the City of Richmond Recreation and Sport Strategy 2019-2024:

*Focus Area #6: Community Capacity-Building – Collaborations, partnerships and volunteerism are strengthened to expand the reach and impact of recreation and sport in Richmond.*

This report supports the following focus area from the Wellness Strategy 2018-2023:

*Focus Area #1: Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.*

**Analysis**

The Consolidated Fees Bylaw No. 8638, and Parking (Off-Street) Regulation Bylaw No. 7403 permit the imposition of fees in respect of services. In order to implement paid parking at the Richmond Curling Club parking lot, two bylaw amendments are required.

The approved Service Agreement with the Richmond Winter Club states that the Club members may obtain a permit and parking decal, at a nominal cost from the City, which will grant them access to parking while curling. The implementation of paid parking will offset some of the City's operating costs associated with maintaining and operating the facility.

Parking (Off-Street) Regulation Bylaw 7403, Amendment Bylaw No. 10341 – see Attachment 1

The proposed amendment identifies the Richmond Curling Club parking lot as a paid parking lot in Schedule A.

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10342 – see Attachment 2

The proposed amendment lists the parking fees to be charged to the public as well as the annual permit fee for the Richmond Curling Club Members. Staff recommend that a fee of \$2.25 per hour or \$9.00 per day for public parking be approved. This fee is consistent with fees charged at other parking lots, including those of the City and private operators. See Attachment 3 for a comparative table of parking lot rates in the City.

Staff also recommend an annual permit fee of \$5.50 for members of the Richmond Curling Club to receive a decal to allow them access to parking while curling at the facility. This is stipulated in the approved Service Agreement with the Richmond Winter Club and is consistent with services provided to members of the Bowling Green Community Activity Centre, Gateway Theatre and the Richmond Tennis Club while parking in the City's paid lots.

**Financial Impact**

Council approved the conversion of the parking lot at the Richmond Curling Club to a paid lot. The expected revenue of \$104,000 is included in the Consolidated 5 Year Financial Plan (2022-2026).



## Conclusion

The housekeeping bylaw amendments are needed to complete the transition of the parking lot, at the Richmond Curling Club, to a paid parking lot. This will assist with active management of parking at the facility, ensure availability of parking for Richmond Curling Club members and provide revenue to the City to offset some of the costs associated with maintaining and operating the facility.



Susan Lloyd

Program Manager, Administration, Parking Enforcement and Animal Services  
(604-247-4467)

- Att. 1: Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10341  
2: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10342  
3: Comparative Parking Lot Rates in the City



City of  
Richmond

## Bylaw No. 10341

### Parking (Off-Street) Regulation Bylaw No. 7403 Amendment Bylaw No. 10341

The Council of the City of Richmond enacts as follows:

1. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended by deleting Schedule C thereto and replacing it with Schedule A attached to this bylaw.
2. This Bylaw is cited as "**Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10341**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

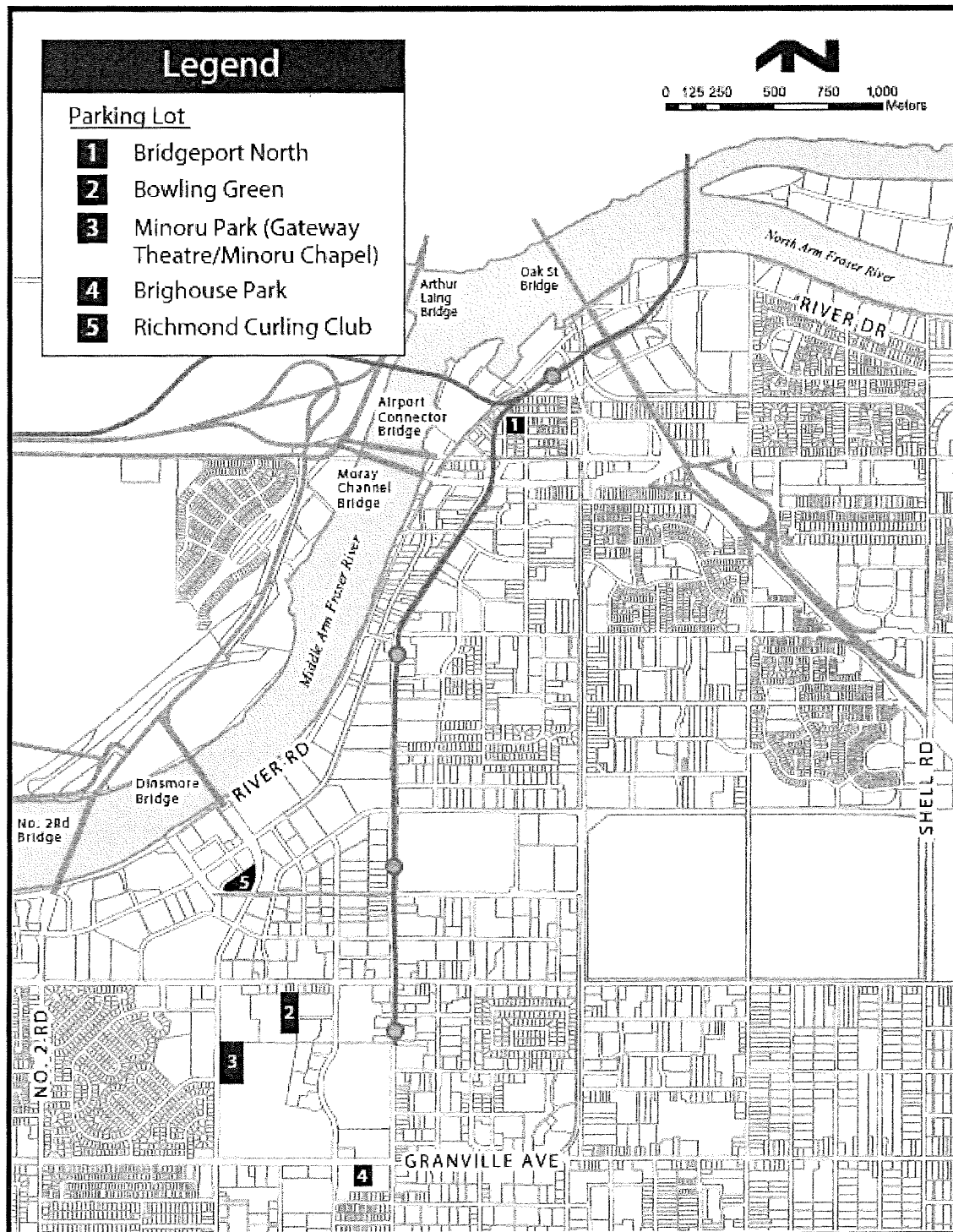
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CITY OF RICHMOND
APPROVED for content by originating dept. SL
APPROVED for legality by Solicitor ACI

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**SCHEDULE C to BYLAW NO. 7403  
PAY PARKING LOTS**





City of  
Richmond

## Bylaw No. 10342

### CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 10342

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by deleting the second table from **SCHEDULE – PARKING (OFF-STREET) REGULATION** to Consolidated Fees Bylaw No. 8636 and replacing it with Schedule A attached to and forming part of this bylaw.
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10342**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

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

**PARKING (OFF-STREET) REGULATION Bylaw No. 7403**

## Section 5.1.3, 6.1.2

<b>Description</b>	<b>Fee</b>
<i>Pay Parking Fees:</i>	All rates include applicable taxes.
All Off-Street City Property Locations, other than those set out below.	\$2.75 per hour – 7:00 am to 9:00 pm
6131 Bowling Green Road	\$2.75 per hour – 7:00 am to 9:00 pm
65000 Gilbert Road	\$2.75 per hour – 7:00 am to 9:00 pm Gateway Theater Productions – \$5.50 for maximum stay
7840 Granville Avenue	\$2.25 per hour – 7:00 am to 4:00 pm
5540 Hollybridge Way	\$2.25 per hour – 7:00 am to 9:00 pm \$9.00 per day
<i>Parking Permit / Decal Fees:</i>	
All Off-Street City Property Locations, other than those set out below.	\$42.00 per calendar month plus applicable taxes, subject to discounts of: 10% for groups of 11 to 25 permit decals 15% for groups of 26 to 50 permit decals 25% for groups of 51 or more permit decals
Gateway Theater Staff Parking (6500 Gilbert Road)	\$5.50 per calendar year, plus applicable taxes
Richmond Lawn Bowling Club Members Parking (6131 Bowling Green Road)	\$5.50 per calendar year, plus applicable taxes
Richmond Seniors' Centre Members Parking (Minoru Park)	\$8.50 per calendar year, plus applicable taxes
Richmond Tennis Club Members Parking (Minoru Park)	\$5.50 per calendar year, plus applicable taxes
Richmond Winter Club Members Parking (5540 Hollybridge Way)	\$5.50 per calendar year, plus applicable taxes

### Comparative Parking Lot Rates in the City

Parking Lot	Hourly Rate				
	1 hour	1.5 hours	3 hours	4.5 hours	Daily
Gateway Theatre	\$2.75 (Maximum 2 hours)	N/A	N/A	N/A	N/A
Richmond Olympic Oval (members free)	\$2.00	N/A	N/A	N/A	\$18.00
Impark Lot 5555 Gilbert Road	N/A	\$3.50	\$4.50	\$6.00	\$9.00
City Centre Community Centre	\$2.50	\$3.75	\$7.50	N/A	N/A
Proposed Richmond Curling Club (members *)	\$2.25	N/A	N/A	N/A	\$9.00

\*Richmond Curling Club members will pay a nominal annual fee of \$5.50 (2021 rate) for their permit/decal.