



General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, March 16, 2020
4:00 p.m.

Pg. # ITEM

MINUTES

- GP-4** *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on March 2, 2020.*



COMMUNITY SAFETY DIVISION

1. **SISTER CITY ADVISORY COMMITTEE 2019 YEAR IN REVIEW**
(File Ref. No. 01-0100-30-SCIT1-01) (REDMS No. 6410754)

GP-10

See Page GP-10 for full report

Designated Speaker: Mike Romas

STAFF RECOMMENDATION

That the staff report titled “Sister City Advisory Committee 2019 Year in Review”, dated February 14, 2020, from the General Manager, Community Safety, be received for information.



General Purposes Committee Agenda – Monday, March 16, 2020

Pg. #

ITEM

2. **TRAFFIC INTERSECTION CAMERAS IMPLEMENTATION PLANNING**

(File Ref. No. 09-5350-01) (REDMS No. 6329429)

GP-44

See Page GP-44 for full report

Designated Speakers: Mark Corrado and Lloyd Bie

STAFF RECOMMENDATION

- (1) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10160, which adds a service fee for video footage requests, be introduced and given first, second and third reading;*
- (2) *That the Consolidated 5 Year Financial Plan (2020-2024) be amended to include the operating budget impact of implementing the Traffic Intersection Cameras system of \$100,000 funded by an estimated \$50,000 revenue from traffic video requests and a reallocation of resources from the Community Safety Division; and*
- (3) *That staff develop a communication plan to inform the public of the implementation of the Traffic Intersection Cameras system and how to request video footage.*



PLANNING AND DEVELOPMENT DIVISION

3. **2019 REPORT FROM THE CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**

(File Ref. No. 01-0153-04-01) (REDMS No. 6400934 v. 2)

GP-60

See Page GP-60 for full report

Designated Speaker: Barry Konkin

STAFF RECOMMENDATION

That the staff report titled “2019 Report from the City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)”, dated March 2, 2020 from the Director, Policy Planning, be received for information.



COMMUNITY SERVICES

4. **RICK HANSEN FOUNDATION ACCESSIBILITY CERTIFICATION PROGRAM UPDATE**

(File Ref. No. 07-3000-01) (REDMS No. 6343476 v. 21)

GP-82

See Page GP-82 for full report

Designated Speakers: Heather Muter and Martin Younis

STAFF RECOMMENDATION

That the staff report titled “Rick Hansen Foundation Accessibility Certification Program Update,” dated February 13, 2020, from the Director, Community Social Development and Director, Facilities and Project Development, be received for information.

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5. **CITIES #WITHREFUGEES CAMPAIGN**

(File Ref. No. 07-3300-01) (REDMS No. 6389787 v. 4)

GP-90

See Page GP-90 for full report

Designated Speaker: Dorothy Jo

STAFF RECOMMENDATION

That City Council demonstrate its commitment to promoting inclusion and supporting refugees by signing the United Nations High Commissioner for Refugees (UNHCR) Cities #WithRefugees pledge, as outlined in the staff report titled “Cities #WithRefugees Campaign”, dated February 19, 2020 from the Director, Community Social Development.

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, March 2, 2020

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Michael Wolfe

Absent: Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:14 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on February 18, 2020, be adopted as circulated.

CARRIED

COUNCILLOR CAROL DAY

1. **HOSPITAL PARKING**
(File Ref. No.)

It was moved and seconded

That Richmond City Council write to the Provincial Government and the Vancouver Coast Health Authority to ask the Province and Vancouver Coastal Health to provide one hour free parking for patients and family of patients at BC hospitals.

General Purposes Committee

Monday, March 2, 2020

The question on the motion was not called as discussion ensued with regard to the following:

- the current hospital parking system and use of third-party parking management companies;
- parking capacity in Richmond Hospital and options for overflow parking;
- options to introduce limited free parking and a pay at the exit parking system;
- options to limit abuse of free parking for non-hospital users;
- the high cost of parking and violation fines for hospital users;
- the portion of parking revenues that is allocated for hospital services;
- other local hospitals in the region that have adopted limited free parking;
- consultation on free hospital parking undertaken by the Province;
- options to streamline hospital parking and parking violation payment systems; and
- options to reduce parking costs for long-term hospital users and options to subsidize parking for low-income hospital users.

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

It was moved and seconded

That the phrase “two hours” replace “one hour” and that the phrase “to be paid upon exit” be included after the phrase “free parking”.

CARRIED

Discussion then took place on parking capacity in Richmond Hospital, and as a result, the following **amendment motion** was introduced:

It was moved and seconded

That staff be directed to meet with Vancouver Coastal Health representatives to discuss consideration of addressing the lack of parking at Richmond Hospital.

CARRIED

The question on the main motion, which reads as follows:

- (1) *That Richmond City Council write to the Provincial Government and the Vancouver Coast Health Authority to ask the Province and Vancouver Coastal Health to provide two hours free parking to be paid upon exit for patients and family of patients at BC hospitals; and*

General Purposes Committee
Monday, March 2, 2020

- (2) *That staff be directed to meet with Vancouver Coastal Health representatives to discuss consideration of addressing the lack of parking at Richmond Hospital.*

was then called and was **CARRIED** with Cllr. Loo opposed.

COUNCILLOR MICHAEL WOLFE

2. DECLARATION OF SOLIDARITY WITH WET'SUWET'EN PEOPLE
(File Ref. No.)

It was moved and seconded

That Council endorse the following resolution and request that Mayor and Council send a copy of to the Prime Minister of Canada, Premier of BC, Solicitor General of BC, Richmond MPs, Richmond MLAs, and member local governments of the UBCM:

The City of Richmond calls on the Government of British Columbia and Canada to end any attempt at forced removal of non-violent Wet'suwet'en People from their traditional territories, suspend permits authorizing construction of the Coastal GasLink pipeline and commence good-faith consultation with the Wet'suwet'en People.

The question on the motion was not called as discussion ensued with regard to the following:

- the tentative agreement made between the Wet'suwet'en People and senior levels of government;
- declarations of solidarity made by other municipalities;
- the City's agreement with the RCMP and retaining full RCMP services for Richmond;
- the importance of continuing dialogue and amending the resolution's title to replace the word "Declaration" to "De-escalation";
- RCMP enforcement of injunctions on the blockades related to the protests opposing the Coastal GasLink project;
- good faith consultation;
- supporting the rule of law; and
- role of municipal government and potential impact to the City of Richmond;

General Purposes Committee

Monday, March 2, 2020

In reply to queries from Committee, staff noted that the Wet'suwet'en People utilize two governing structures consisting of a body of traditional Hereditary Chiefs and a body of Elected Chiefs.

The question on the motion was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Au, Day, Loo, McNulty and McPhail opposed.

COUNCILLOR CHAK AU

2A. **INSURANCE COSTS FOR CONDOMINIUMS**

(File Ref. No.)

It was moved and seconded

That letters be sent to the Federal Government, Provincial Government, the Insurance Council of British Columbia, and the Insurance Bureau of Canada to urge them to take immediate actions to address the spiking strata insurance costs affecting many strata owners in B.C. and Richmond.

The question on the motion was not called as discussion ensued with regard to the following:

- the increased insurance rates for stratified properties in British Columbia;
- the negative impact of rising insurance rates to stratified property owners;
- the distinction between rental properties and stratified properties;
- business model of insurance companies;
- the governing bodies overseeing insurance companies; and
- the short notice given to stratas of rising insurance rates.

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

ENGINEERING AND PUBLIC WORKS DIVISION

3. **AWARD OF CONTRACT 6715P – TRAFFIC CONTROL SERVICES**

(File Ref. No. 10-6000-01) (REDMS No. 6346166 v. 5)

It was moved and seconded

That Contract 6715P – Traffic Control Services be awarded for a three-year term commencing April 1, 2020, to three bidders, with the intent of assigning the majority of the work to Ansan Traffic Group as the primary service provider, and with Lane Safe Traffic Control and Traffic Pro Services serving as secondary and tertiary backup service providers.

CARRIED

COMMUNITY SAFETY DIVISION

4. PROVINCIAL CONSULTATION ON NEW ANTI-MONEY LAUNDERING LEGISLATION AND REGULATIONS

(File Ref. No. 09-5350-20-CAOP1) (REDMS No. 6403586 v. 4)

Staff reviewed the consultation related to the new Anti-Money Laundering Legislation and Regulations, noting that the proposed expanded registry that includes businesses beyond real property will be utilized by law enforcement and the City supports efforts to modernize regulations related to mortgage brokers, private lenders and unregulated brokers.

Discussion ensued with regard to (i) the role of municipal government to enforce regulations, (ii) impact to privacy, and (iii) the role of media in uncovering suspicious transactions.

In reply to queries from Committee, staff noted that the consultation process is open to the public.

It was moved and seconded

That the responses summarized in Attachment 3 and 4 of the staff report titled "Provincial Consultation on new Anti-Money Laundering Legislation and Regulations", dated February 4, 2020, from the General Manager, Community Safety be endorsed for submission to the BC Ministry of Finance.

The question on the motion was not called as discussion ensued with regard to duties to report suspicious financial transactions to FINTRAC by financial entities.

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

5. PROPOSED INTERIM INTER-MUNICIPAL BUSINESS LICENCE BYLAWS FOR RIDE-HAILING SERVICES

(File Ref. No. 12-8275-06) (REDMS No. 6332491 v. 7)

It was moved and seconded

(1) *That Inter-Municipal Business Licence Agreement Bylaw No. 10134, to allow the City to enter into an agreement with partner municipalities for ride-hailing services, be introduced and given first, second and third readings;*

(2) *That Inter-Municipal Business Licence Bylaw No. 10159, which specifies various licensing terms for ride-hailing, be introduced and given first, second and third readings; and*

General Purposes Committee
Monday, March 2, 2020

- (3) *That staff be directed to report back on the development of a permanent inter-municipal business licence for ride-hailing services.*

The question on the motion was not called as discussion ensued with regard to the fee distribution structure and harmonizing taxi fees with Transportation Network Services (ride hailing services).

In reply to queries from Committee, staff noted that Uber, Lyft and Kabu are licensed in Richmond.

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

COMMUNITY SERVICES DIVISION

6. **CITY EVENTS STRATEGY GUIDING PRINCIPLES**

(File Ref. No. 11-7000-01) (REDMS No. 6381683 v. 2)

It was moved and seconded

That the City Events Strategy Guiding Principles, as presented in the staff report titled "City Events Strategy Guiding Principles", dated February 7, 2020, from the Director, Arts, Culture and Heritage Services be endorsed to guide the development of a City Events Strategy.

The question on the motion was not called as discussion ensued with regard to (i) engaging local groups to organize events, (ii) supporting events of varying size, and (iii) the roles of sponsorship in event organization.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:32 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, March 2, 2020.

Mayor Malcolm D. Brodie
Chair

Evangel Biason
Legislative Services Coordinator



City of Richmond

Report to Committee

To: General Purposes Committee

Date: February 14, 2020

From: Cecilia Achiam
General Manager, Community Safety

File: 01-0100-30-SCIT1-
01/2020-Vol 01

Re: Sister City Advisory Committee 2019 Year in Review

Staff Recommendation

That the staff report titled "Sister City Advisory Committee 2019 Year in Review", dated February 14, 2020, from the General Manager, Community Safety, be received for information.

Cecilia Achiam
General Manager, Community Safety
(604-276-4122)

Att. 2

REPORT CONCURRENCE	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

The City of Richmond's Sister City Advisory Committee (SCAC) was established on February 11, 1974 (formerly the Sister City Twinning Committee) and fosters mutual understanding and meaningful cultural connections with designated Sister/Friendship cities in the interests of Richmond citizens for their common benefit.

In accordance with the SCAC Terms of Reference, this report updates Council on work completed by the SCAC, in 2019, towards the 2019-2022 Activity Plan (Attachment 1) endorsed by Council on January 14, 2019.

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

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

3.2 Enhance arts and cultural programs and activities.

3.4 Celebrate Richmond's unique and diverse history and heritage.

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

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

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

Background

The role and purpose of the Sister City Advisory Committee (SCAC) is to provide advice to and assist Council with promoting the City's culture and values. The SCAC is also responsible for delivering the Sister City Program and pursuing the City's goal to establish and sustain cultural, educational and sustainable ties with approved Sister/Friendship Cities. Additionally, the SCAC will advise the City of any economic development, international trade and business opportunities presented to the Committee or its subcommittees arising from SCAC activities.

The City of Richmond has had a Sister City relationship with Pierrefonds, Quebec since 1967; Wakayama, Japan since 1973; and Xiamen, China since 2012. The City formed a Friendship City relationship with Qingdao, China in 2008.

Finding of Fact

Summary of 2019 Year in Review

In 2019, Council approved the Sister City Advisory Committee Four Year Activity Plan (2019-2022) (attachment 1) which outlines the SCAC's work plan for the next four years. The 2019 SCAC Program Activity budget was \$60,000 and the Program Administration budget was \$11,000. The SCAC activities and events during 2019 are outlined in Attachment 2.

Some of the highlights from 2019 include:

- **Cherry Blossom Festival, April** – for the first time the SCAC participated in the Cherry Blossom Festival. The booth featured a photo gallery of relationship milestones with Wakayama, Japan.
- **Richmond-Wakayama Student Exchange, May** – 36 students and eight adults from Richmond travelled to Wakayama, Japan for the annual Richmond-Wakayama student exchange. The students participated in a homestay with local families and visited local schools.
- **Steveston Salmon Festival, July** – 50 volunteers participated in the parade including the Taiko 55 drummers, Wakayama school exchange students and Richmond community volunteers.
- **Inaugural Book Club, July** – the Sister City Advisory Committee and the Richmond Public Library partnered for the first annual “One Book, Three Cities” book club. This event featured residents from Richmond, Qingdao and Xiamen who read the “Life of Pi” by Yann Martel and participated in a number of events throughout the summer, including an online discussion forum and an event facilitated by the author Yann Martel. The books from the book club were donated to the Richmond School District No. 38.
- **Qingdao Art display, October** – from October 15 to 31, 2019, art from local artists in Qingdao, China was displayed in the atrium of Richmond City Hall as part of the Sister City Program, in partnership with the Richmond Art Gallery. The art was donated to the City of Richmond.
- **Inaugural Bookmark Collection, October** – the SCAC released the first bookmark collection titled the “Skyline Scenery Bookmark Collection”. These bookmarks will be distributed at local community events and will be used as gifts for delegations with Richmond's sister and friendship cities.
- **French Immersion Pen Pal Program, November** – 48 elementary school students corresponded in French for a French Immersion pen pal program with Pierrefonds, Quebec. The Sister City Advisory Committee facilitated the connection and provided an oversized post card featuring iconic Richmond scenery.

Looking ahead to 2020

Work is well underway for Sister City Program activities on 2020. Highlights for 2020 include:

- Opening celebration of the Richmond Gardens in Pierrefonds, Quebec in spring;
- Two sports exchange activities – a girls softball team is travelling to Wakayama for a tournament and a Wakayama Judo team is visiting Richmond;

- From the success of the 2019 book club, all five sister and friendship cities have pre-committed to the 2020 summer reading book club with the “One Book, Five Cities Book Club”; and
- Exploring active living and connected community activities with other Council advisory bodies, Richmond Public Library & Richmond School Board.

Financial Impact

None.

Conclusion

The SCAC 2019-2022 Four Year Activity Plan provides a structure to deliver events and activities to further strengthen the existing sister and friendship city relationships. 2019 marked the SCAC’s most active year to date and the plan is to continue this momentum into 2020.



Mike Romas
Manager, People Development
(604-276-4081)

MR:mr

- Att. 1: SCAC 2019-2022 Four Year Activity Plan
2: SCAC 2019 Year in Review



Sister City Advisory Committee

Four Year Activity Plan Proposal

2019 - 2022

GP - 14

2018 Sister City Advisory Committee Members:

Chair	Vice-Chairs	Members	School Board
Lisa MacNeil	Ed Gavsie Glenn Kishi Helen Quan Eden Jiang Zhang Melissa Zhang	Allen Chan Charan Gill Ihsan Malik	Donna Sargent

Sister City Advisory Committee

Mandate: to provide advice to and assist the City in the promotion of the City's culture and values, delivery of the Sister City Program and the pursuit of the City's specific goal to establish and sustain cultural and educational ties with approved Sister/Friendship Cities.

GP - 15



Wakayama 45th Anniversary
Tree Planting Ceremony

2017 – 2018 Achievements

- ✓ Hosted delegations from Japan & Taiwan
- ✓ Celebrated sister city relationship milestones
 - Wakayama, Japan – 45 years (2018)
 - Qingdao, China – 10 years (2018)
 - Xiamen, China – 5 years (2017)
- ✓ 66 Richmond high school students participated in school exchange with students from Wakayama, Japan
- ✓ Supported Steveston Judo Club members (15) to travel to Wakayama
- ✓ Participated in 2018 Canada Day Parade with entry of more than 100+ participants
- ✓ Shared Canada 150 greetings with Sister & Friendship Cities
- ✓ Researched potential friendship cities for future consideration



2018 Canada Day Parade

- ✓ 2019 – 2022 Activity Goals
- ✓ Celebrate harmonious relationship with Pierrefonds
- ✓ Build on current relationships with sister/friendship cities
- ✓ Increase # of school visits
- ✓ Explore non-visit activities and showcase innovative programs around the city
- ✓ Consider activities for ALL age groups
- ✓ Begin path towards twinning with a Friendship city

Sister City

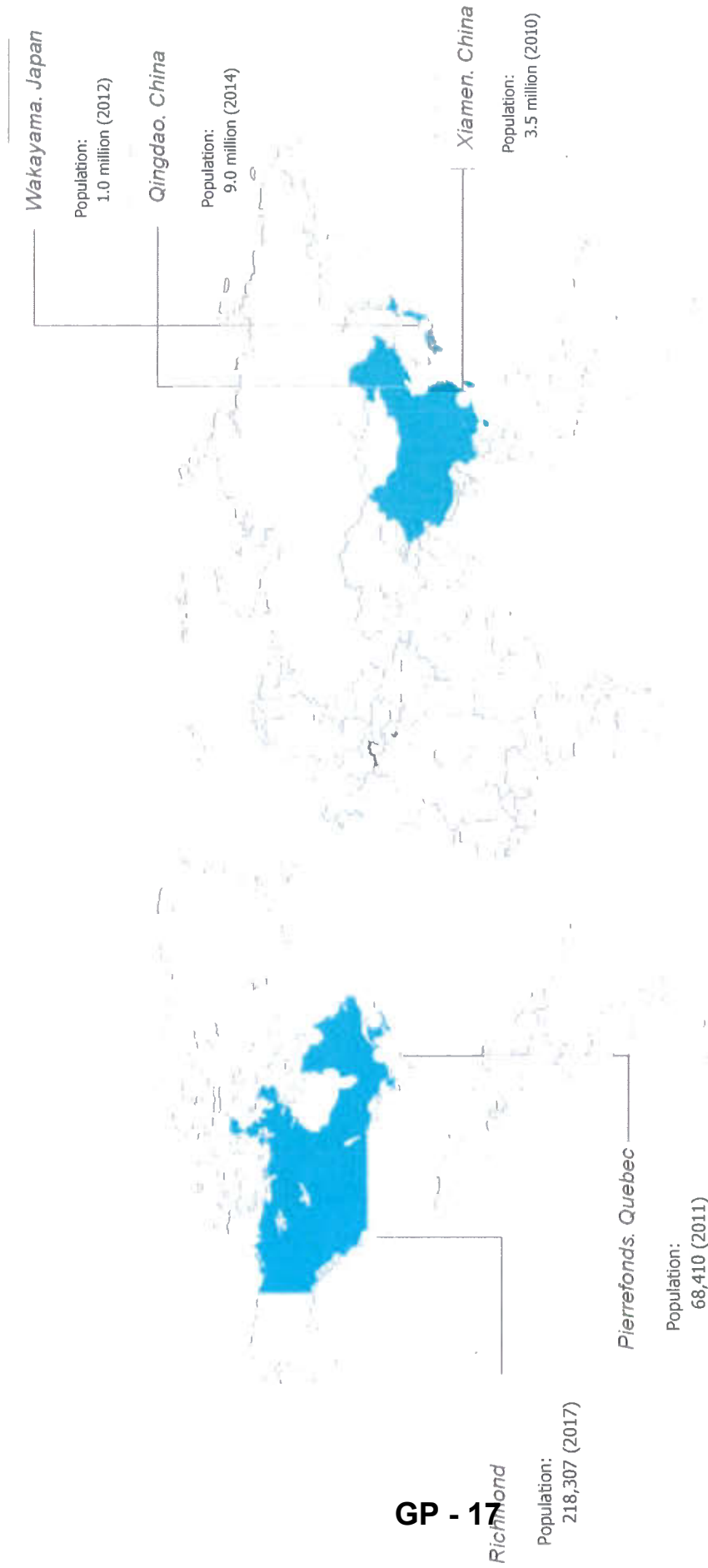
a city that is linked to another,
usually for the purposes of
cultural exchange

GP - 16

Friendship City

less formal relationship than
sister city

Definition



3 sister cities
Pierrefonds, Quebec | Wakayama, Japan | Xiamen, China

1 friendship city
Qingdao, China

Activity Summary

Annual Base Program Activities (Visit)

	2019	2020	2021	2022
Education	Wakayama	Wakayama	Wakayama	Wakayama
		Pierrefonds (Pilot)	Pierrefonds	Pierrefonds
Sports	Steveston Judo Club	Xiamen Youth Rugby	Steveston Kendo Club	Hockey Tournament
	Table Tennis	Steveston Kendo Club	Table Tennis	

Outbound Activity

Annual Base Program Activities (Non-Visit)

Annual "state of the city" letter	X	X	X	X
Exchanges of cities' annual reports and city plans	X	X	X	X
SCAC Annual Summary	X	X	X	X
Canada Day Parade	X	X	X	X
Art/Culture & Education	X	X	X	X

Relationship Activities

Annual City-to-City Recognition	X	X	X	X
Anniversary Milestones				Pierrefonds (55 years) Xiamen (10 years)
City Council/Delegation Visits			to be scheduled	
Activity Plan Relationship Review				X

Future Twinnings

Explore new Sister City Relationship	X	X		
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Budget Summary

GP - 19

2019	2020	2021	2022
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Annual Base Program Activities

Education	\$12,000	\$22,000	\$22,000	\$22,000
Sports	\$22,500	\$20,000	\$25,000	\$10,000
Art/Culture	\$19,000	\$20,000	\$17,000	\$12,000
Canada Day Parade	\$2,500	\$2,500	\$2,500	\$2,500

Relationship Activities

Annual City-to-City Recognition	\$1,200	\$1,200	\$1,200	\$1,200
Anniversary Milestones				\$750
City Council/Delegation Visits				

Administration

Administration Costs	\$11,000	\$11,000	\$11,000	\$11,000
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SUBTOTAL (year total)	\$68,200	\$76,700	\$78,700	\$59,450
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GRAND TOTAL		\$283,050		
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Education

Student Exchanges

<div data-bbox="727 1726 1092 2072"> <div>Pierrefonds</div> <div>GP - 20</div> <div>Wakayama</div> <div>Xiamen</div> <div>Qingdao</div> </div> <div data-bbox="1133 1795 1166 2072">inbound & outbound</div>	<div data-bbox="669 1690 701 1726">✓</div> <div data-bbox="669 787 950 1665"> <p>Student exchanges include opportunities to inbound/outbound to sister/friendship cities</p> <ul style="list-style-type: none"> Continue annual exchanges with Wakayama, Japan Explore school exchanges to Montreal (Pierrefonds) & China (Qingdao & Xiamen) <ul style="list-style-type: none"> 2018/2019 school year: no current school exchanges planned to Montreal. Pilot Montreal (Pierrefonds) visit in 2019/2020 school year </div>
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Education

NEW! Non-visit Activities

<div data-bbox="738 1732 1177 2089"> <div data-bbox="738 1911 1104 2089"> <div>Pierrefonds</div> <div>Wakayama</div> <div>Xiamen</div> <div>Qingdao</div> </div> <div data-bbox="738 1732 1177 1911"> <div>GP - 21</div> <div>up to 1 activity annually</div> </div> </div>	<div data-bbox="649 840 738 2089"> <div>✓ Non-visit activities to engage students & teachers</div> <ul style="list-style-type: none"> • Pilot sharing of lesson plans with educator in sister city <ul style="list-style-type: none"> ◦ 2019: Art lesson plans targeting elementary school aged children </div>	<div data-bbox="649 52 738 840"> <div>Budget Breakdown:</div> <ul style="list-style-type: none"> • \$2,000 per activity – cover costs of supplies and shipping costs </div>
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Sports

Sport Exchanges

GP - 22



up to

2 activities annually
inbound & outbound

- ✓ Sport exchanges open to ALL age groups
- ✓ Competitions or Skills Clinics
- ✓ Inbound activities:
 - February 2019: Steveston Judo Club - Qingdao
 - 2019 & 2021: Table Tennis Tournament
 - 2021: Steveston Kendo Club - Wakayama
 - 2022: Richmond Hockey Tournament
- ✓ Outbound activities:
 - July/August 2020: Xiamen Youth Rugby
 - 2020: Steveston Kendo Club

Budget Breakdown:

- **\$500** per participant
- up to maximum **\$10,000** for each sport exchange

Art & Culture

NEW! Art Exchanges

<p>GP - 23</p> <p>Pierrefonds</p> <p>Wakayama</p> <p>Xiamen</p> <p>Qingdao</p> <p>up to 1 activity biannually inbound</p>	<p>✓ Art show exchanging a collection of works by local artists from sister/friendship city</p> <ul style="list-style-type: none"> ▪ 3 - 30 pieces of art shown at City Hall ▪ Art could be: <ul style="list-style-type: none"> ○ Traditional ○ Modern ○ Visual ○ Photography <p>Budget Breakdown:</p> <ul style="list-style-type: none"> • Shipping • Opening Night activities for larger show including art show program, appetizers & drinks
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Art & Culture

NEW! 3D Lithophanes Photo Show

GP - 24

Pierrefonds

Wakayama

Xiamen

Qingdao

pilot in 2020

- ✓ Photographers from Richmond & Sister Cities to share landscape pictures of their community. All photos will be gathered to create a photo show. Photo show will visit each community participating.
- ✓ 2019 show to feature high school students from local photography classes & include senior photo club
- ✓ 3D Lithophanes Photo Show to have a gallery opening night
- ✓ Credit to Richmond Public Library for recommendation to print photos as 3D Lithophanes

Budget Breakdown:

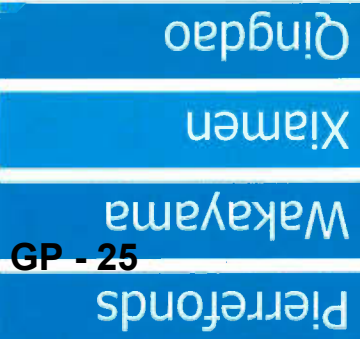
- Funds to cover printing, in case sister cities do not have access to 3D printers
- Shipping costs
- Light panels (TBC)
- Opening Night function

3D Lithophanes -

<https://www.instructables.com/id/Lithophanes-How-to-3D-Print-your-photos/>


Art & Culture

NEW! Richmond Public Library - Book Club

<p>GP - 25</p>  <p>1 book club program yearly inbound & outbound</p>	<p>Launch various programs to coordinate sharing of information with sister city libraries. The activity plan would be to continue or expand on successful activities:</p> <ul style="list-style-type: none"> ✓ 1 Book, up to 4 Cities book club (annually) with various audiences: <ul style="list-style-type: none"> • Adults • Seniors • Youth ✓ Bookmarks to be exchanged with sister city libraries to commemorate milestone anniversary celebrations in 2022 <ul style="list-style-type: none"> • local artists to design OR leverage city street banner artwork 	<p>Budget Breakdown:</p> <ul style="list-style-type: none"> • Sister Cities to participate in Richmond Public Library book club program • Bookmarks: printing & distribution
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Art & Culture

NEW! Richmond Public Library - Assets

 <p>2019 exchange inbound</p> <p>Pierrefonds</p> <p>GP - 26</p> <p>Wakayama</p> <p>Xiamen</p> <p>Qingdao</p>	✓ Sister City Libraries to coordinate exchange of assets (ex. recordings from Xiamen Public Library) <ul style="list-style-type: none">• explore opportunities with other Sister/Friendship Cities	Budget Breakdown: <ul style="list-style-type: none">• costs involved to bring assets into Richmond Public Library
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Milestone Celebrations

Occurring in 2022

<div><div>Pierrefonds</div><div>GP - 27</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div> <div>2 milestone celebrations</div>	✓ Two major milestones will be celebrated in 2022 <ul style="list-style-type: none">• Pierrefonds: 55 year anniversary - plaque• Xiamen: 10 year anniversary - congratulatory note from Mayor	<div>Budget Breakdown:</div> <ul style="list-style-type: none">• Pierrefonds: \$750
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Canada Day Parade

Participation in Steveston Salmon Festival

<div data-bbox="738 1732 1104 2068"><div>Pierrefonds</div><div>GP - 28</div><div>Wakayama</div><div>Xiamen</div><div>Qingdao</div></div>	<div data-bbox="665 756 755 1701">✓ Sister City Advisory Committee members participate in Steveston Salmon Festival Canada Day parade</div>	<div data-bbox="665 147 836 735"><div>Budget Breakdown:</div><ul style="list-style-type: none">• T-shirts for parade participants• Parade entry decorations• Handouts to parade attendees</div>
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Administration

Operational & Relationship Activities

<div> <div>Pierrefonds</div> <div>Wakayama</div> <div>Xiamen</div> <div>Qingdao</div> </div>	<div> <div> <div>✓ Annual administrative costs</div> <div>✓ Annual City to City gift - \$300/city</div> <div>✓ Letters between Mayors - annual "state of the city" letter</div> <div>✓ Exchanges of City Annual Reports</div> </div> <div> <div>Budget Breakdown:</div> <ul style="list-style-type: none"> • \$11,000 annually administrative costs • \$1,200 annually for city to city gifts </div> </div>
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City of Richmond

Sister City Advisory Committee 2019 Year in Review

2019 Summary:

The Sister City Advisory Committee (SCAC) manages the relationships with three official Sister Cities: Pierrefonds, Quebec (since 1967), Wakayama, Japan (since 1973), and Xiamen, China (since 2012); as well as one Friendship City: Qingdao, China (since 2008). Information from various SCAC activities and events are outlined in the following pages.

2019 Committee Members:

Chair

Lisa MacNeil

Vice Chair, Pierrefonds

Ed Gavsie

Vice-Chair, Wakayama

Glenn Kishi

Vice-Chair, Qingdao

Melissa Zhang

Vice-Chair, Xiamen

Helen Quan

Members

Seemah Aaron

Allen Chan

Charan Gill

Bernard Loh

Ihsan Malik

Kim Ng

Polly Tang

Council Liaison

Councillor Linda McPhail

School Board Liaison

Heather Larson

Donna Sargent (Alternate)

2019 Sister City Relationship Highlights

January

- Newly appointed SCAC members were introduced at the first meeting in January.



Back: Melissa Zhang, Glenn Kishi, Allen Chan, Heather Larson, Ed Gavsie, Bernard Loh
Front: Seemah Aaron, Helen Quan, Kim Ng, Polly Tang, Lisa MacNeil, Councillor Linda McPhail, Ihsan Malik, Charan Gill

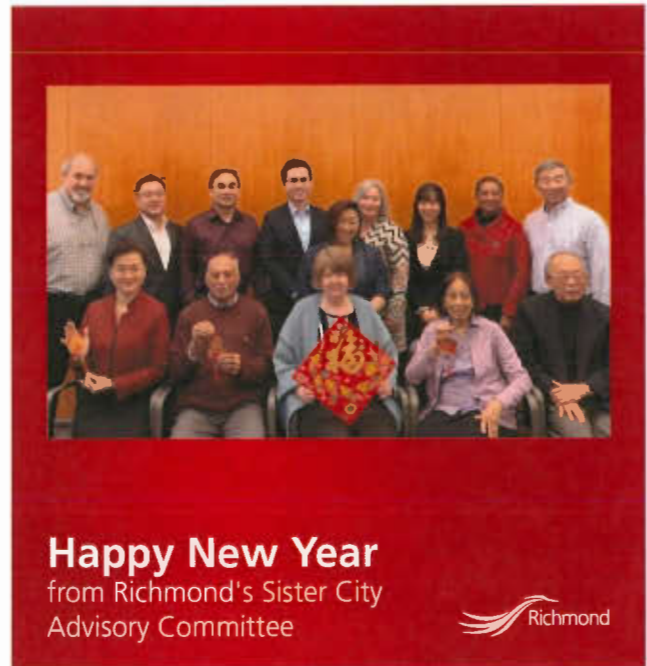
- The SCAC elected the Chair and Vice-Chairs for Pierrefonds, Wakayama Qingdao and Xiamen sub-committees and selected members to the following sub-committees:
 - Pierrefonds Sub-Committee;
 - Wakayama Sub-Committee;
 - Qingdao Sub-Committee; and
 - Xiamen Sub-Committee.

February

- Richmond City Council and the Sister City Advisory Committee sent New Year's greetings to Richmond's Sister City Xiamen and Friendship City Qingdao, China on February 5, 2019.



Richmond City Council New Year Greeting



SCAC New Year Greeting

- Members of the Sister City Advisory Committee welcomed a business delegation from Wakayama, Japan from on February 14, 2019. Local Japanese products were displayed at the Cultural Centre from February 13 to 28, 2019.



Left: Japanese products on display; Right: Delegation from Wakayama, Japan

- The Sister City Advisory Committee celebrated its 45th anniversary of the Committee. Since the inception of this committee in February 1974 the objectives of the Sister City Program remain the same:
 - Carry out a continuing program of cultural exchanges
 - Emphasize student and athletic exchange for the benefit of youth
 - Promote a better understanding of our cultures and ways of life.



Signing Ceremony Pierrefonds, Quebec (1967) and Wakayama, Japan (1973)



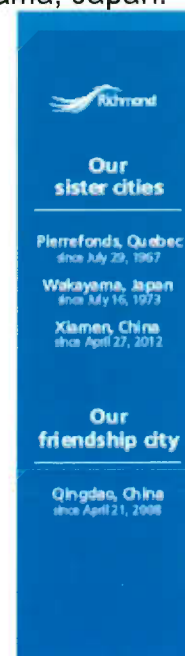
Signing Ceremony Qingdao, China (2008) and Xiamen, China (2012)

April

- On April 7, 2019 SCAC members participated in the Cherry Blossom Festival, held among the Akebono cherry blossom trees at Garry Point Park in Steveston. The booth featured a photo gallery of relationship milestones with Wakayama, Japan.



Left: Bookmark front Center: Sister City Booth
Right: Bookmark back



May

- From May 13 to 26, 2019, 36 students and 8 adults from Richmond travelled to Wakayama, Japan for the annual Richmond-Wakayama student exchange. The City of Richmond is a financial sponsor of this trip. The students participated in a homestay with local families in Wakayama and visited local schools. In addition to their stay in Wakayama students travelled to Nara, Arashiyama, Katsuragawa River, Kiyomizu, Okayama, Yakage, Hiroshima, Miyajima Island, Tokyo, and Joto.

The Richmond-Wakayama exchange has a rich history of over 45 years of exchanges. This program continues because of the strong ties made by students and teachers who participate in these exchanges.



Students and teachers from Richmond, BC and Wakayama, Japan



Students learning Japanese dancing and playing the Koto instrument

June

- On June 4, 2019, the Richmond-Wakayama Student Exchange was featured on the City of Richmond's Facebook page. This is the first time the Sister City Program has been featured on social media and highlights sustained efforts made by the Committee to increase the program's reach to the residents of Richmond.



City of Richmond - Local Government

13 hrs

...

The annual school exchange with the City of Wakayama, Japan, a Sister City to Richmond, took place in May.

This year, 36 students from Burnett, Palmer and Steveston-London secondary schools visited Wakayama. Thank you to the Wakayama School District for being such a great host.

For more information on our Sister Cities, visit

www.richmond.ca/discover/about/sistercity/about.htm...



You and 57 others

12 Shares

City of Richmond post on Facebook

July

- On July 1, 2019, the SCAC participated in the Steveston Salmon Festival. Fifty volunteers participated in the parade including the Taiko 55 Drummers, Wakayama school exchange students and Richmond community volunteers.




Sister City Advisory Committee entry to the Steveston Salmon Festival Parade



Taiko 55 Drummers in the SCAC entry to the Steveston Salmon Festival

- On July 4, 2019, the Sister City Advisory Committee and the Richmond Public Library partnered for the first annual “One Book, Three Cities” book club. This event featured residents from Richmond, Qingdao and Xiamen who read the “Life of Pi” by Yann Martel and participated in a number of events throughout the summer, including an online discussion forum.






WINNER
OF THE
SUN-BOOKED
PRIZE

SUMMER READING 2019


**ONE BOOK,
THREE CITIES**

YANN MARTEL

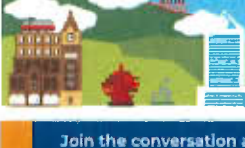
Life of Pi



RICHMOND



XIAMEN



QINGDAO

Join the conversation and celebrate Yann Martel's **Life of Pi** this summer.

- Come to the launch event on July 4th
- Participate in an online book discussion
- Attend weekly programs

Contribute to cultural exchange and engage with other readers.

Suitable for teens and adults.

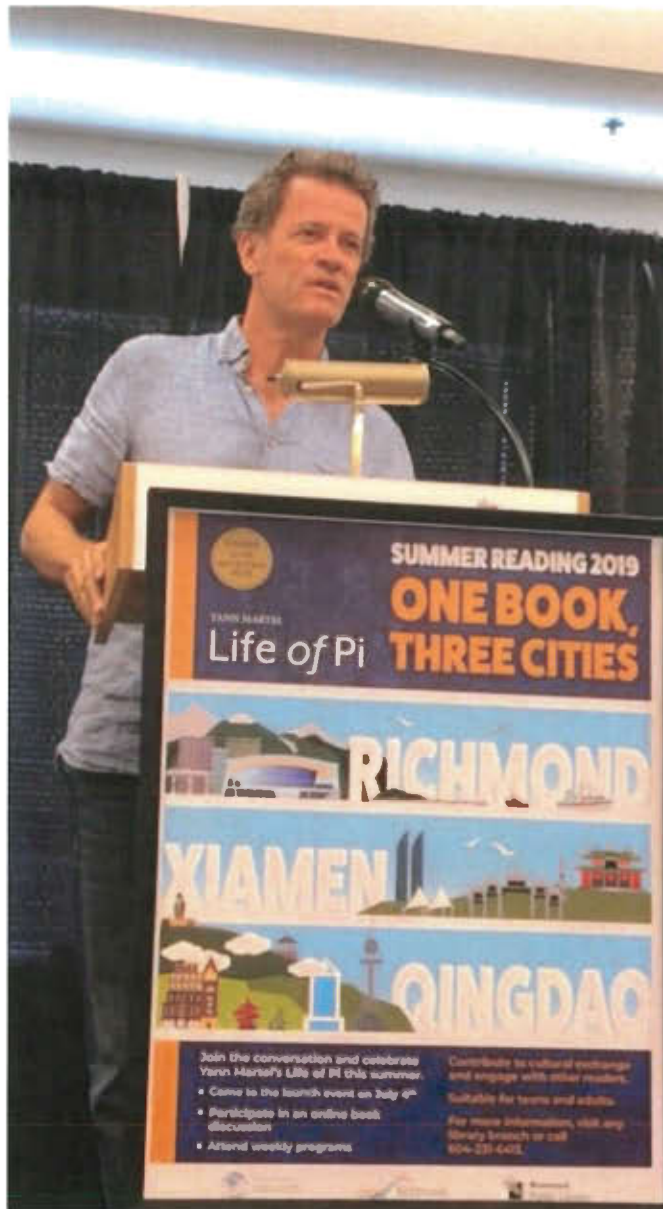
For more information, visit any library branch or call 604-231-6413.



Opening Ceremony at the launch event for the “One Book, Three Cities” book club

August

- On August 1, 2019, Yann Martel, the author of the “Life of Pi”, visited the Richmond Public Library to facilitate a discussion and meet with book club readers. In addition, Mr. Martel participated in the online discussion forum to engage with readers in China and signed translated copies of his book for book club participants in China.



Yann Martel presentation and signing at the “One Book, Three Cities” book club



Yann Martel presentation and signing at the “One Book, Three Cities” book club

- On August 2, 2019, students from Mio, Japan met with Acting Mayor Harold Steves and Councillor Bill McNulty at Richmond City Hall. The students were presenting a film at Vancouver's Powell Street Festival.



Acting Mayor Harold Steves addressing students from Mio, Japan with Councillor Bill McNulty

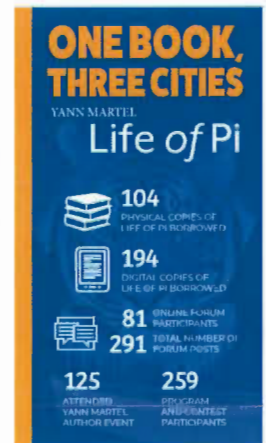
- On August 20 and 21 an economic delegation from Wakayama, Japan met with a local grocery store and members from the Sister City Advisory Committee.
- On August 30 and 31, 2019, the Sister City Advisory Committee hosted a booth at the Richmond World Festival to promote the Sister City Program to the community. The booth featured display boards with information about the Sister City Program and each of Richmond's sister city relationships and an interactive question board asking the community "What activities would like to participate in with Richmond's Sister Cities?" and "What book should we read for the next book club?".



Richmond World Fest Sister City Program booth display

September

- On September 7, 2019, the summer reading program concluded, ending the wildly successful “One Book, Three Cities” book club. This program was so well received; each of Richmond’s Sister City relationships has expressed an interest in participating in 2020.



Summer Reading Snapshot



Mayor Malcolm Brodie speaking at the conclusion of the summer reading series.

Summer Reading 2019 with Your Library

Congratulations to all of our Summer Reading Club and One Book, Three Cities participants for a fantastic summer of reading and discussion.

A special thank you to award-winning author Yann Martel for visiting RPL to talk about his book “Life of Pi”.

Join us in 2020!



October

- From October 15 to 31, 2019, art from local artists in Qingdao, China was displayed in the atrium of Richmond City Hall as part of the Sister City Program, in partnership with the Richmond Art Gallery. The art was donated to the City of Richmond.



Artwork on display from Qingdao, China

- The SCAC released the first bookmark collection titled the “Skyline Scenery Bookmark Collection”. These bookmarks will be distributed at local community events and will be used as gifts for delegations with Richmond’s sister and friendship cities.



Skyline Scenery Bookmark Collection



Our sister cities

Pierrefonds, Quebec
since July 29, 1967

Wakayama, Japan
since July 16, 1973

Xiamen, China
since April 27, 2012

Our friendship city

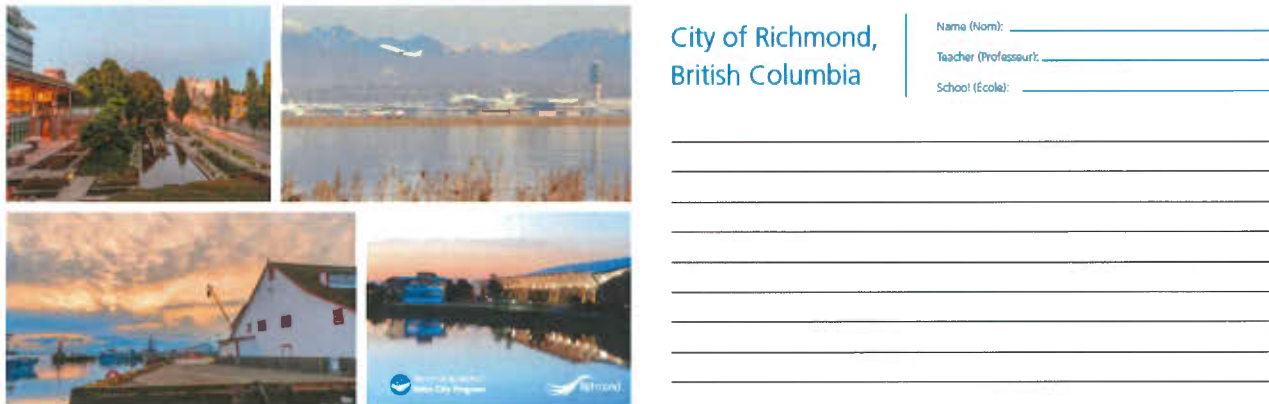
Qingdao, China
since April 21, 2008



City of Richmond

November

- In November 2019, 48 elementary school students corresponded in French for a French Immersion pen pal program with Pierrefonds, Quebec. The Sister City Advisory Committee facilitated the connection and provided an oversized post card featuring iconic Richmond scenery.



Postcard for French Immersion Pen Pal Program

- On November 1, 2019, a China Fair for International Trade (CFIT) delegation from Xiamen visited Richmond's Olympic Oval and met with Councillor Chak Au and members of the SCAC.



CFIT Delegation Visit to Richmond Olympic Oval

December

- The SCAC had its final meeting where the Committee scored each of the Sister/Friendship cities participation over the past year. All cities achieved a highly engaged score on the Sister City Program's annual relationship scorecard.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Cecilia Achiam
General Manager, Community Safety
Date: February 14, 2020
File: 09-5350-01/2019-Vol
01
Re: **Traffic Intersection Cameras Implementation Planning**

Staff Recommendation

1. That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10160, which adds a service fee for video footage requests, be introduced and given first, second and third reading;
2. That the Consolidated 5 Year Financial Plan (2020-2024) be amended to include the operating budget impact of implementing the Traffic Intersection Cameras system of \$100,000 funded by an estimated \$50,000 revenue from traffic video requests and a reallocation of resources from the Community Safety Division; and
3. That staff develop a communication plan to inform the public of the implementation of the Traffic Intersection Cameras system and how to request video footage.

Cecilia Achiam
General Manager, Community Safety
(604-276-4122)
Att. 7

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
City Clerk	<input checked="" type="checkbox"/>
Finance Department	<input checked="" type="checkbox"/>
Information Technology	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
Roads & Construction	<input checked="" type="checkbox"/>
RCMP	<input checked="" type="checkbox"/>
Communication	<input checked="" type="checkbox"/>
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

On December 11, 2017 Council approved \$2,185,242 to fund the Traffic Intersection Cameras project. Moreover, Council approved the following from the staff report titled “Closed Circuit Television (CCTV) for Signalized Intersections in Richmond” from the Officer-in-Charge at a Regular Council meeting on:

- 1) *That the report titled “Closed Circuit Television (CCTV) for Signalized Intersections in Richmond,” dated October 31, 2017 from the OIC, Richmond RCMP, be received for information;*
- 2) *That the CCTV request at a capital cost of \$2,185,242 (Option 3) be submitted to the 2018 Capital budget process for Council consideration;*
- 3) *That the CCTV for Signalized Intersections Project be approved to seek additional funding from the Federal/ Provincial Investing in Canada Program and other appropriate senior government funding programs;*
- 4) *That if the senior government funding submission is approved, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the Government of Canada and/or the Province of British Columbia;*
- 5) *That if the funding application is successful, the grant received be used to replenish the City’s funding source and the 2018-2022 Five Year Financial Plan Bylaw will be adjusted accordingly;*
- 6) *That Richmond MPs and MLAs be advised of the City’s senior government submission;*
- 7) *That, if the funding request for a Closed Circuit Television (CCTV) For Signalized Intersections in Richmond is approved as part of the budget, staff be directed to seek approval of the proposed system from the Office of the Information and Privacy Commissioner and to recommend a fee structure for processing requests; and*
- 8) *That staff review the matter in 12 months to ensure that storage space is adequate.*

At the Community Safety Committee held on December 10, 2019, staff received the following referral:

That staff provide information on the expected timeline of the Closed Circuit Television (CCTV) program launch and what resources are needed to expedite the project, and report back.

The purpose of this report is to provide a status update on the Traffic Intersection Cameras project and respond to the referral from December 10, 2019.

This report supports Council’s Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

Analysis

Office of the Information Privacy Commissioner (OIPC) Review Outcome

After the funding for the Traffic Intersection Cameras project was approved in the 2018 budget cycle, staff submitted a Privacy Impact Assessment to the Office of the Information and Privacy Commissioner (OIPC) for British Columbia, as directed by Council. After a lengthy review process and several amendments to the Privacy Impact Act submission to address the OIPC's comments, the OIPC indicated that it was satisfied with the City's submission and made specific recommendations intended to avoid conflict with the obligations under the Freedom of Information and Protection of Privacy Act (FIPPA) as well as prior rulings by the Privacy Commissioner. The OIPC's recommendations were that:

1. the Traffic Intersection Cameras project's primary purpose is traffic management/safety and must be managed by the City rather than the RCMP as the OIPC does not support using Traffic Intersection Cameras by law enforcement agencies for the purpose of generic surveillance;
2. the resolution setting of the cameras should not capture personal information such as license plates or individuals' faces;
3. the live stream data collected from the Traffic Intersection Cameras video footage should not be enhanced at a later date to detect license plates or individuals' faces; and
4. the City incorporate additional visible signage at major entry points to the city so that all road users are aware of the Traffic Intersection Cameras system.

Implementation of the Traffic Intersection Cameras Project

There are several key components to implement the Traffic Intersection Cameras project and its on-going operational success as described in this section. A summary of the proposed expedited Traffic Intersection Cameras project implementation schedule is provided in Attachment 1. The separate phases of the implementation are described later in this report.

Intersection Infrastructure and Equipment

There are currently over 180 signalized intersections in Richmond, including Sea Island. While the intersections on Sea Island are on federally owned land and leased to the Vancouver Airport Authority, the signals are managed by the City.

Of the 180 signalized intersections, 75 intersections are already equipped with non-recording traffic detection cameras (Attachment 2) and connected with fibre optic cable (i.e., high speed communications network). Another 35 intersections already have fibre optic cable but require traffic detection cameras. The remaining 70 intersections are connected on a legacy copper wire infrastructure (i.e., low speed communications network) that does not have the bandwidth to allow for reliable video streaming and recording. The City intends to add cameras to these intersections as the fibre optic cable network expands as part of the long term Traffic Video and Communication Program. Only traffic cameras currently connected to the fibre optic network will be included in Phase 1 of the Traffic Intersection Cameras project implementation.

For the purposes of the Traffic Intersection Cameras project, the existing traffic cameras will require modification and repositioning to capture the full view of the intersection. Moreover, additional software and equipment as well as an expansion of the City's data storage infrastructure will be required to record video at existing and future camera intersections.

Data Storage and Management

Video captured from the cameras will be stored for 30 days after which this data will be purged from the storage system. The City will require new server storage capacity to accommodate the anticipated sizeable load from the Traffic Intersection Cameras recorded data. This new storage capacity will be procured and installed during Phases 1 and 2 (Attachment 3) of the project. A software solution will also be developed to allow for timely accessing of stored video data and to fulfill requests for this data from internal and external clients. The full data storage infrastructure will be built as part of Phases 1 and 2 to take advantage of volume pricing and ensure system compatibility.

When the City receives a request for video images within the 30 day time period prior to deletion of the records, staff will process the Traffic Intersection Cameras video request application and ensure that the privacy protection threshold is met before images are released, as recommended by the OIPC.

Operational Management

The OIPC mandated that the primary purpose of the Traffic Intersection Cameras system be for traffic management and road safety. It is anticipated that the current Traffic Intersection Cameras project will have a positive impact on road safety through the ability to utilize large amounts of traffic data to better problem-solve issues related to traffic volume, speed, collisions (vehicular, cycling and pedestrian), red-light running vehicles and other traffic safety related factors. This technology will enable more predictive road safety prevention and enforcement efforts that target high-risk traffic locations. The OIPC was not supportive of Traffic Intersection Cameras being used, primarily, for law enforcement and recommended that it be managed by non-police City staff. It was determined, after careful analysis, that the Traffic Section of the Transportation Department is best suited for the operational management of the Traffic Intersection Cameras project.

A Traffic Signal Systems Technologist (Technologist), in the Transportation Department, will be responsible for retrieving video footage and editing out any ancillary images that are irrelevant to the data request. This editing or obfuscation of data is a key part of the OIPC's recommendations. Should questions arise regarding video data release, the Technologist will draw upon the knowledge of the City Clerk's Office who has subject matter expertise with FIPPA and privacy issues in general.

If approved, this position will be supervised and supported by the other staff within the Transportation Department. Recruitment for the position will commence shortly following the procurement process.

As recommended by the OIPC and to comply with the privacy requirements of FIPPA, the Traffic Intersection Cameras project will require a series of privacy and information security-

related operational protocols. These protocols are currently being developed by staff and will be in place for the implementation of the Traffic Intersection Cameras project.

Communications Plan and Public Access to Traffic Intersection Cameras Data

Staff will develop a comprehensive communications plan to ensure that the public is informed about the project. Key areas covered under the communication plan will include:

- a. Signage: As per the OIPC recommendations, information signs will be installed at all Traffic Intersection Cameras recording intersections and at city entry points to notify road users of Traffic Intersection Cameras. Attachment 4 illustrates examples of Traffic Intersection Cameras notification signage and notification requirements.
- b. How the public can request access to video footage, including information on the associated fee: The communication tools used to build awareness and education include the City's website, social media channels and mainstream media (e.g., newspapers). An online request form is currently under development (Attachment 5 shows an example).

It is anticipated that individuals from the public or business organizations will be able to submit an online request for video footage.

Bylaw Amendment

An amendment to the Consolidated Fees Bylaw No. 8636 is required to add a service fee for video footage requests. The proposed cost-recovery minimum fee of \$375 plus taxes. In the case of large data requests that require multiple hours of work, there will be an additional charge of \$60 per hour.

Expediting the Traffic Intersection Cameras Project

Negotiations with the Vancouver Airport Authority are underway for the right to capture and utilize images at intersections on Sea Island in accordance with the guidelines set out by OIPC. The inclusion of Sea Island would expand the Traffic Intersection Cameras coverage to a key geographical area which is currently being supported by City first responders as well as the Transportation Department. Ideally, Sea Island would be included in Phase 1 of the project. However, if negotiations are delayed, these locations could be addressed in Phase 2 or 3 of the plan.

In order to expedite the Traffic Intersection Cameras project, as directed by Council, staff have reviewed opportunities to compress the anticipated time required to execute the procurement and equipment installation. This could involve deploying multiple equipment installation teams as opposed to the current practice of utilizing one team. In addition, staff resources from other areas within the Community Safety Division and Transportation Department could be redeployed to expedite the development of the policies and processes to meet OIPC recommendations for Traffic Intersection Cameras video footage requests while carrying out the procurement and hiring process.

Compressed Project Implementation Timeline

This project has commenced and is anticipated to be implemented in three phases. The goal of the project is to have Traffic Intersection Cameras, with 30 days of video storage capacity supported by fibre optic cable, at all 180 signalized intersections in the City and other key strategic locations. Phase 1 of this project includes an achievement of 75 signalized intersections with Traffic Intersection Cameras connected to a centralized video data storage. Phase 2 will add 35 additional intersections for a total of 110 intersections. Phases 1 and 2 are underway concurrently and are anticipated to be completed by the fourth quarter of 2020. Phase 3 will continue until the remaining 70 intersection locations are integrated into the Traffic Intersection Cameras project. It is anticipated that the completion of Phase 3 will take multiple years with the gradual build-out of the City's fibre optic network.

Phase 1: Building data storage for the entire system, activating existing intersections with fibre optic cable and developing a communications plan (Target Completion Q3 2020)

Phase 1 includes purchasing and building server and data storage equipment/software for the full Traffic Intersection Cameras system (i.e. for the existing 180 signalized intersections and future capacity). The City is leveraging its existing traffic infrastructure by focusing on 75 existing intersections which already have fibre optic cable and cameras installed. Concurrently, the City will be going through the procurement process for additional equipment and software to allow these cameras to record. Systems testing will be conducted in Phase 2. The video footage will not be available for public requests at this time.

Negotiations with the federal government and Vancouver Airport Authority will occur concurrently during the implementation of Phase 1. Installing Traffic Intersection Cameras at the intersections on Sea Island will be implemented when an agreement is reached.

Staff will work with Corporate Communications in Phase 1 to develop and begin implementing a comprehensive communications plan, as per the direction of the OIPC, to ensure the public is informed of Traffic Intersection Cameras locations, their rights and how to apply for Traffic Intersection Cameras video footage.

Phase 2: Procuring and installing cameras for the remaining intersections with the City's existing fibre optic network plus implementing a public communications plan and notifying the public (Target Completion Q4 2020)

Phase 2 is anticipated to take place in the fourth quarter of 2020. This phase will involve the procurement of equipment and software for intersections currently without cameras but are connected to the City's existing fibre optic network. This phase will also involve installing and testing all camera and data storage equipment and software. Attachment 6 illustrates the majority of intersections where traffic collisions are historically concentrated and will have Traffic Intersection Cameras coverage at the completion of Phase 2.

Negotiations with the Federal government and Vancouver Airport Authority will continue for the intersections on Sea Island with Traffic Intersection Cameras and will be added to the system when an agreement is reached.

The completion of the City website is targeted for Phase 2 and will include information and maps to inform the public of which intersections are being recorded and how to request access to this video footage. Notification signage will be installed, as directed by the OIPC, to inform the public of the Traffic Intersection Cameras and to ensure compliance with FIPPA regulations. The Technologist will be hired and trained to administer the Traffic Intersection Cameras program. Processing of video requests from internal and external clients will commence during this phase.

Phase 3 Completion of installation of cameras at remaining intersections with new fibre optic cable (Target Start Q4 2020)

Phase 3 (Attachment 7) is anticipated to begin in the fourth quarter of 2020 and proceed for multiple years. As part of the existing Transportation and IT infrastructure expansion program, new camera and fibre optic cable enabled intersections will be completed gradually with the expansion of the fibre optic cable network.

Implementation Costs and Revenue

The cost of Phases 1 and 2 are anticipated to remain within the original Traffic Intersection Cameras project budget of \$2,185,242, as approved by Council in 2018. Based on the experience of neighbouring municipalities with Traffic Intersection Cameras programs (e.g., Surrey and Vancouver), the revenue from public requests for video footage is anticipated to be approximately \$50,000 annually. Until the Traffic Intersection Cameras program has reached a stable revenue level to cover the Operating Budget Impact (OBI) shortfall, the variance will be funded from the Community Safety Operating Budget as community safety is a key objective of this program. Revenue from the Traffic Intersection Cameras project will be coded to the Community Safety Division.

Council approved project funding of \$2,185,242, covers the full anticipated cost of the procurement and installation of camera, storage and infrastructure equipment for Phase 1 and Phase 2. The cost of expanding intersection cameras into new areas, when fibre optic cables are available as described for Phase 3, is anticipated to be funded from the Transportation Department's annual Traffic Video and Communications Program (approximately \$400,000/year), subject to Council approval as part of the annual capital budget process. If unforeseen capital expenses are discovered during and/or after the Traffic Intersection Cameras project has been approved, they will be subject to the annual capital budget process.

Financial Impact

It is anticipated that there will be an OBI of approximately \$100,000 for Phase 1 and 2 costs including camera maintenance, software and data storage. This cost will be offset in part by revenue from the Traffic Intersection Cameras project at full implementation. Given the phased roll-out of the project, it will take some time (approximately two years) to achieve full revenue. Any variance will be funded through the Community Safety Division. The proposed Traffic Signal Systems Technologist position will be funded through a reallocation of resources from the Community Safety Division to the Transportation Department. The Consolidated 5 Year Financial Plan (2020-2024) will be amended accordingly, as per budget policy.

A preliminary estimate for the OBI for Phase 3 is \$62,000 but may change as this implementation will occur gradually with the expansion of the fibre optic cable network.

The Phase 3 OBI will also be funded by future revenues and offset by the Community Safety Division until such time as the project is cost neutral.

Conclusion

The multi-phase implementation of the Traffic Intersection Cameras project outlined in this report presents an opportunity to achieve traffic, first responder and emergency preparedness project goals while at the same time advancing the City's traffic management control system in an effective and efficient manner. As directed by Council, the Traffic Intersection Cameras project will adhere to the guidelines established by the OIPC to ensure the privacy of the public.



Mark Corrado
Manager, Community Safety Policy and Programs
(604-204-8673)



Lloyd Bie, P. Eng.
Director, Transportation
(604-276-4131)

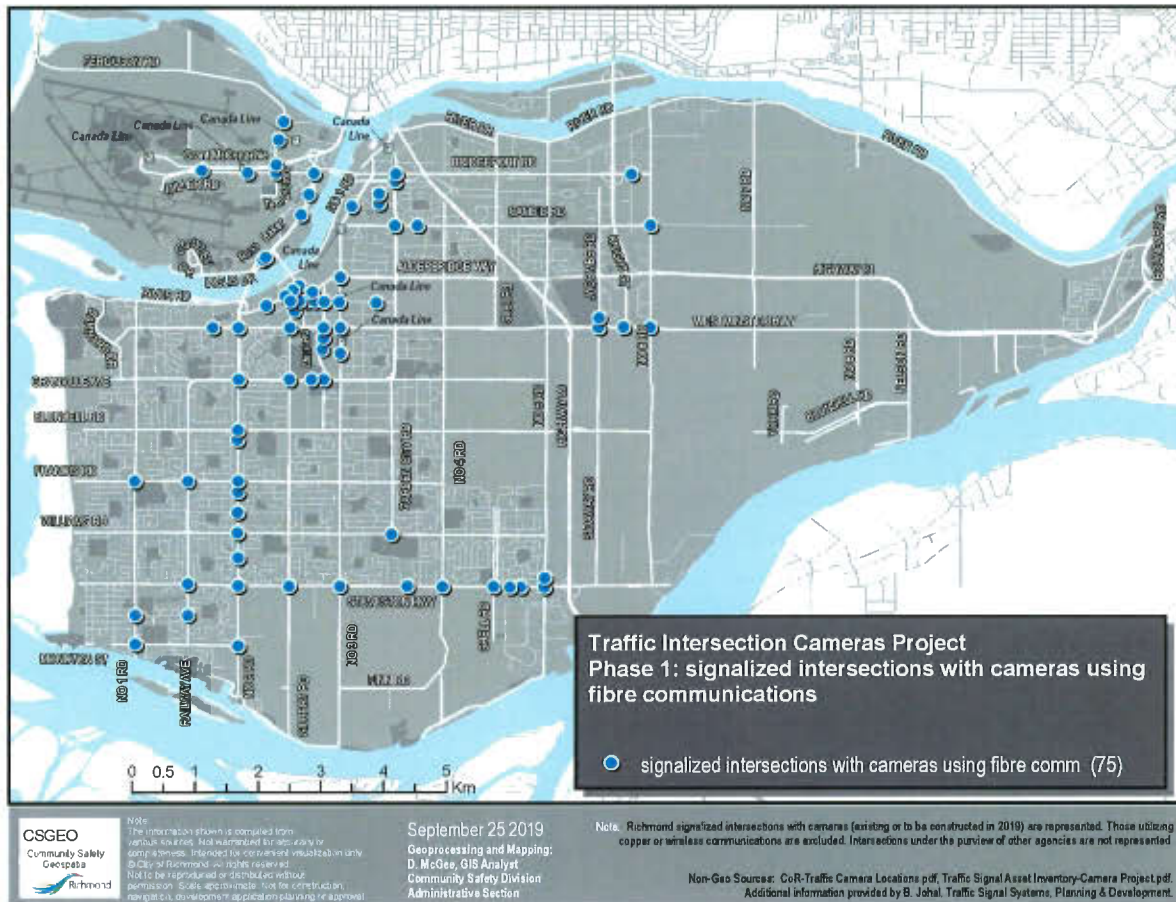
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- Att. 1: Table 1: Summary of the Proposed Expedited Traffic Intersection Cameras Project Implementation Schedule
- 2: Phase 1- 75 Signalized Intersections with Fibre Optic Cable and Data Storage
 - 3: Phase 2 - 35 Additional Cameras (Not on Fibre Optic Network) with Data Storage for a Total of 110 Intersections
 - 4: Sample Signage and Privacy Notice Requirements
 - 5: Sample Online Request Form
 - 6: Historical Density of Traffic Collisions (2007-2017)
 - 7: Phase 3 - All 180 Signalized Intersections on Fibre Optic Network and with Data Storage

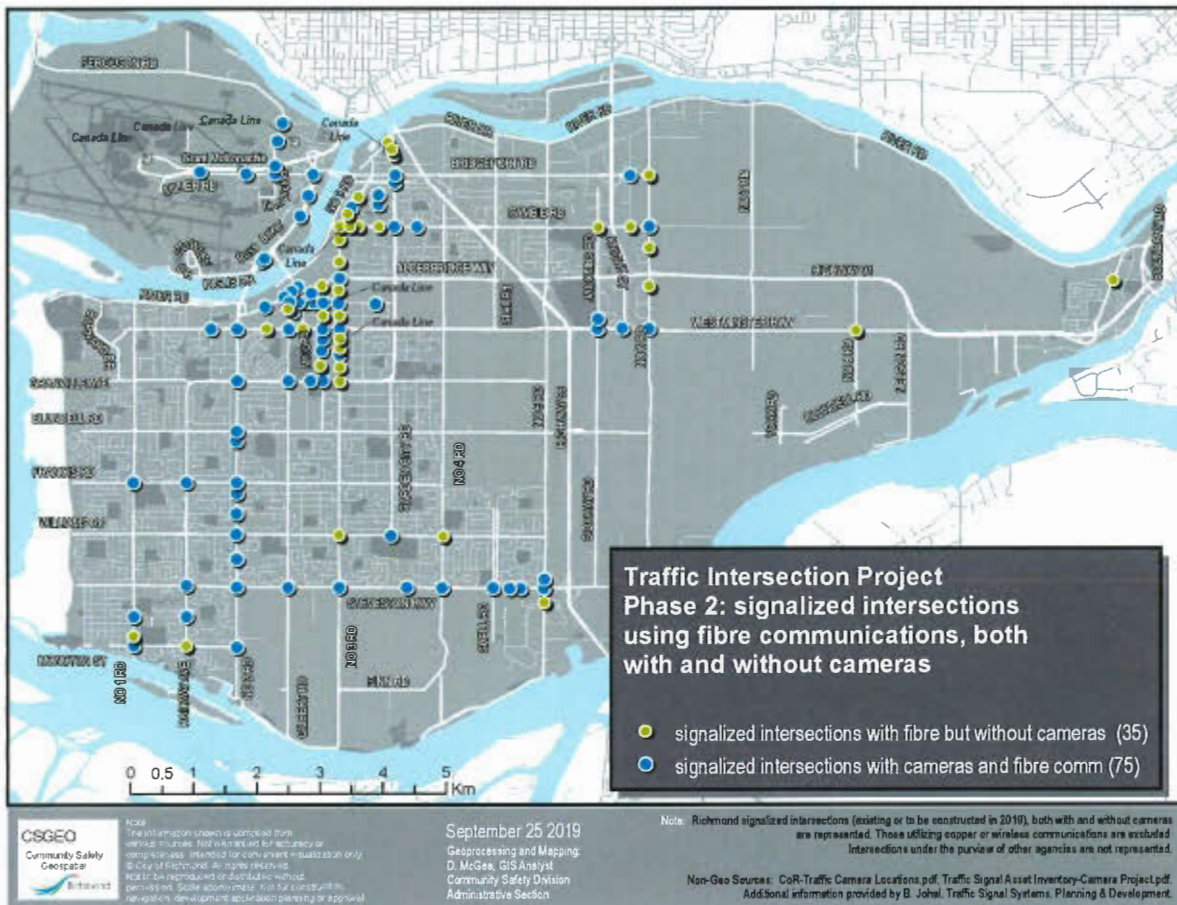
Table 1: Summary of the Proposed Expedited Traffic Intersection Cameras Project Implementation Schedule

Phase	Description	Status/Anticipated Completion Time
Phase 1- Building data storage for the entire system, activating existing intersections with fibre optic cable and developing a communications plan	<ul style="list-style-type: none"> • Network storage, software and equipment procurement process • Installation of network storage for the full system built out • Installation and activation of 75 existing intersections connected to fibre optic network • Systems testing • Negotiations with the federal government as well as Vancouver Airport Authority (VAA) for the right to capture and utilize the image at intersections on Sea Island • Work with Corporate Communications to develop a comprehensive communications plan to ensure the public is informed of the purpose of the Traffic Intersection Cameras project as per direction of the OIPC 	<p>Initiated/Q1 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q3 2020</p> <p>Initiated/unknown</p> <p>Not started/Q2 2020</p>
Phase 2 - Procuring and installing cameras for the remaining intersections with the City's existing fibre optic network plus implementing a public communications plan and notifying the public	<ul style="list-style-type: none"> • Equipment procurement process • Camera and software installation at intersections currently with no cameras but are connected to the existing City fibre optic network • Installation and testing of equipment and software • Development of OIPC recommended privacy and information security related operational protocols • Continue negotiations with the federal government and VAA to reach an agreement • Recruitment of the Traffic Signal Systems Technologist (Technologist) • Develop material for the City's website to support the Traffic Intersection Cameras program (application, maps and submission information, Freedom of Information (FOI) regulations, etc.) • Development an online public video request system • Training of Technologist • Processing requests from internal and external clients for Traffic Intersection Cameras video footage 	<p>Not started/ Q4 2020</p> <p>Not started/ Q4 2020</p> <p>Not started/ Q4 2020</p> <p>Initiated</p> <p>Initiated</p> <p>Not started/Q2 2020</p> <p>Not started/Q2 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q4 2020</p> <p>depending on successful recruitment</p> <p>Not started/Starting Q4 2020 and on-going until completion</p>
Phase 3 - Completion of installation of cameras at remaining intersections with new fibre optic cable	<ul style="list-style-type: none"> • Gradual installation of additional Traffic Intersection Cameras network in step with the build out of the City's fibre optic network 	<p>Not started/Starting Q4 2020 and on-going until completion</p>

Phase 1: 75 Signalized Intersections with Fibre Optic Cable and Data Storage



**Phase 2: 35 Additional Cameras (Not on Fibre Optic Network)
with Data Storage for a Total of 110 Intersections**



Signage Examples and Privacy Notification Requirement

Sample Notification

“The City of Richmond's Traffic Intersection Cameras system is authorized to collect personal information under the authority of section 26 of the *Freedom of Information and Protection of Privacy Act*. Personal Information is collected for the purpose of, traffic management and planning, law enforcement and public safety. For questions regarding the collection of personal information, please contact the [title of manager], [department name] at [phone number] or {address of city hall}”.

Signage Examples



Privacy Notice Requirements:

Privacy notice requirements in *FIPPA* regulations require that signage be placed in a conspicuous place that includes the following information:

- Notify the area/intersection/block is under video surveillance upon entry.
- What authority the City of Richmond has to collect the data (s.26 of *FIPPA*).
- The manager responsible for the collection of the data.
- The address or contact information of the manager or senior person responsible for the collection of the data.

Notification signage will be periodically audited to ensure notifications remain at all required sites. It is further recommended that the City make information publicly available to citizens on the purpose and benefits of the Traffic Intersection Cameras program, as they do with other services under the “Public Safety” tab on their website.


Sample Online Request Form

Event Location

Event Date

Event Time

Preview *Optional*



Back

Next

Location and Event Summary

Location, Date and Time

Location of Event

Event Date

Event Time

Event Information

Requested By

Event Description

Upload a Document - *Optional*

Edit

Full

Print


Individual

RCMP Police/ICBC SUI

RCMP

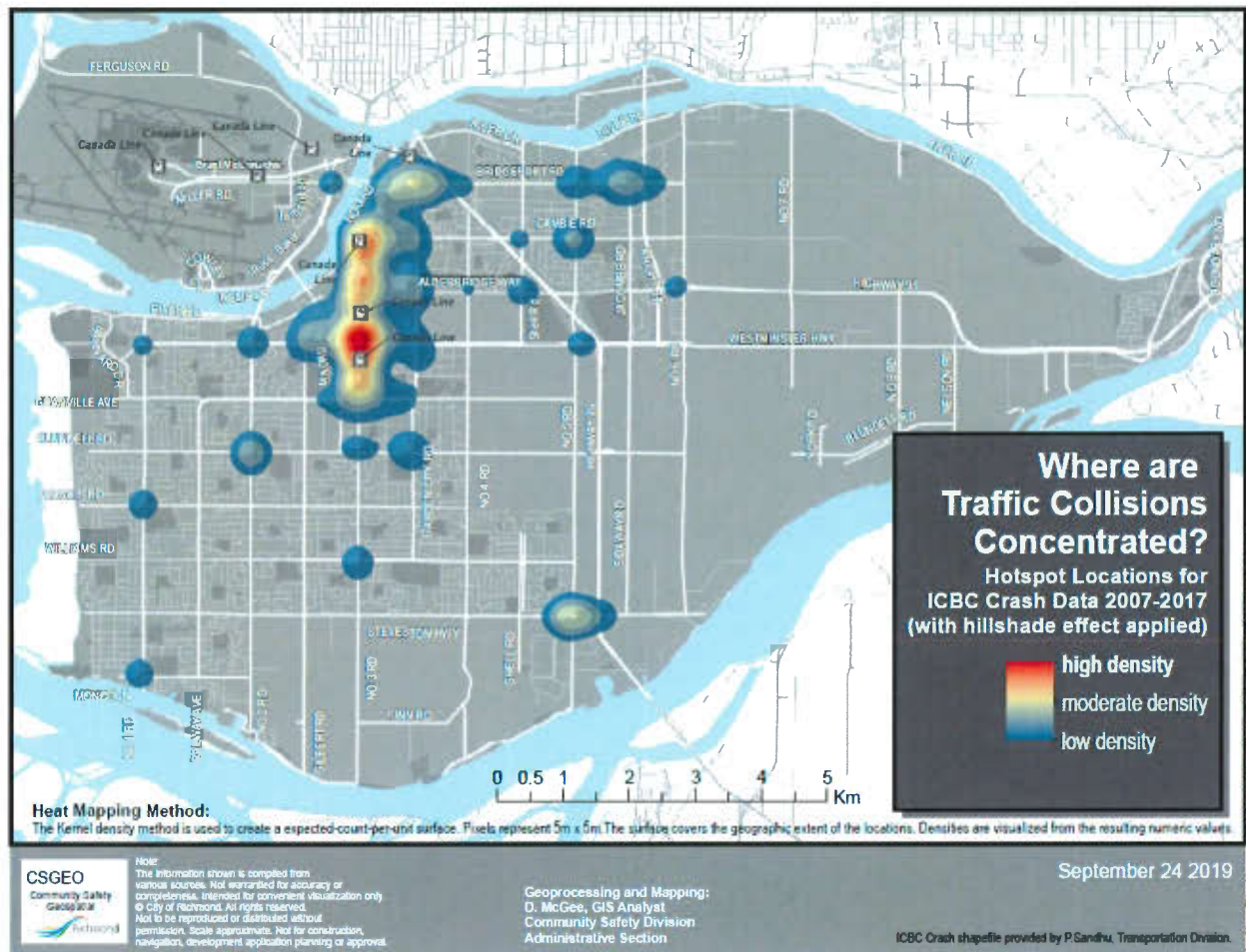
ICBC Adjuster

You may include supporting documents such as an Authorization to Release form, vehicle and/or other photos

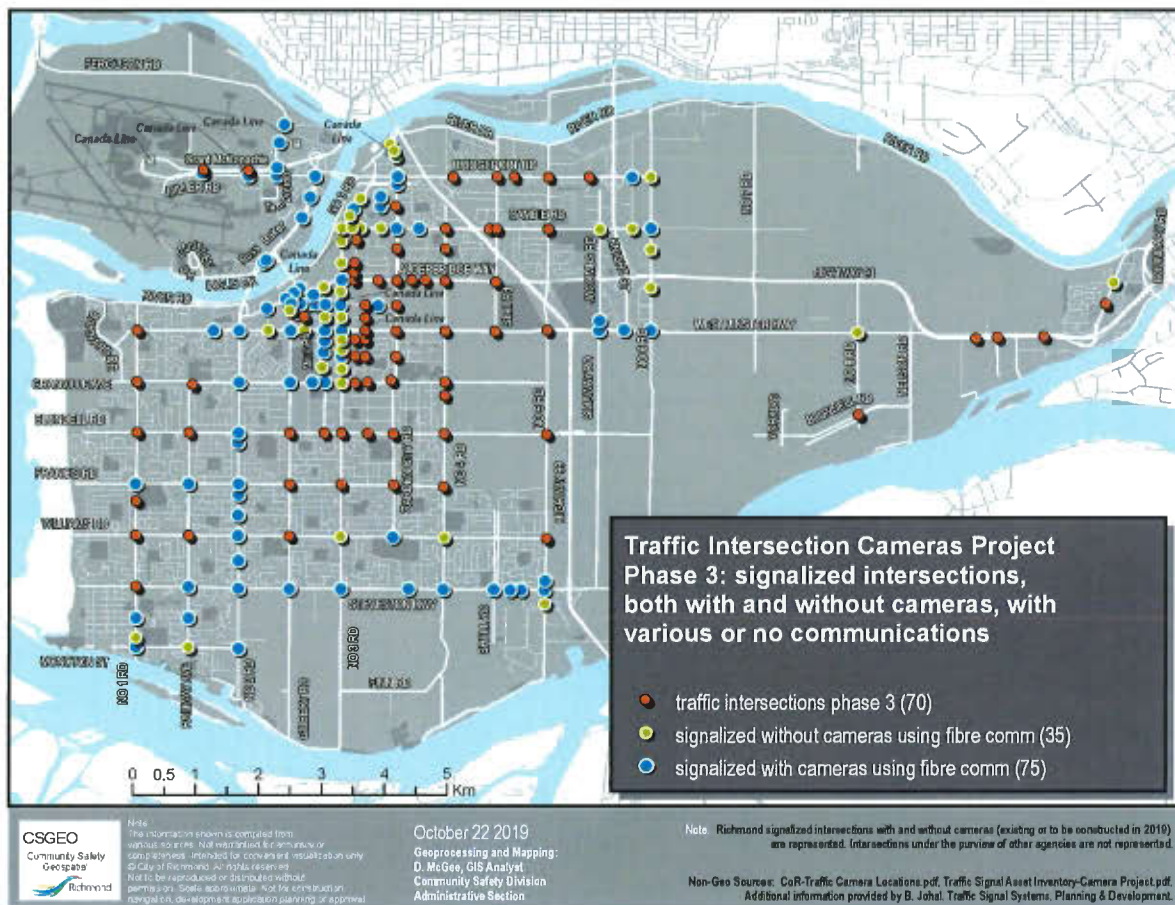
 Drag & Drop

Upload

Historical Density of Traffic Collisions (2007-2017)



Phase 3: All 180 Signalized Intersections on Fibre Optic Network and with Data Storage





**Consolidated Fees Bylaw No. 8636
Amendment Bylaw No. 10160**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding the following fee to SCHEDULE – PUBLICATION FEES in alphabetical order:

Description	Fee
<u>Traffic Camera Video Recording Search Fee</u>	
Per Site (minimum charge)	\$375.00
Per hour additional for large requests	\$60.00

2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10160.**”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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



City of Richmond

Report to Committee

To: General Purposes Committee

Date: March 2, 2020

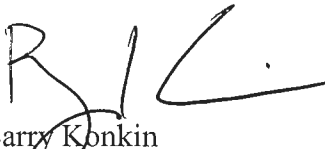
From: Barry Konkin
Director, Policy Planning

File: 01-0153-04-01/2020-
Vol 01

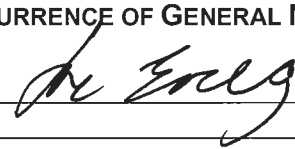

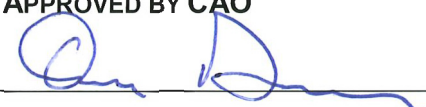
Re: **2019 Report from the City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)**

Staff Recommendation

That the staff report titled "2019 Report from the City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)" dated March 2, 2020 from the Director, Policy Planning, be received for information.


Barry Konkin
Director, Policy Planning
(604-276-4139)

Att. 2

REPORT CONCURRENCE		
ROUTED TO: Transportation	CONCURRENCE <input checked="checked" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

As directed by Council, the City's two citizen appointees to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC) provide annual updates directly to the General Purposes Committee on the annual work undertaken by the YVR ANMC. This report provides the 2019 update through a status report prepared by these appointees (Attachment 1). The YVR ANMC is not a committee of Council, but is a committee struck by the Vancouver Airport Authority and members are independently appointed by respective stakeholder groups that include citizen representatives, municipal governments, the Musqueam Indian Band, airlines, NAV CANADA, Transport Canada and the Airport Authority. Council appoints the two citizen representatives on the committee. A staff member from the Policy Planning Department also regularly attends committee meetings as a municipal representative.

This report supports Council's Strategic Plan 2018-2022 Strategy #8 An Engaged and Informed Community:

Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

8.1 Increased opportunities for public engagement.

Analysis

YVR Aeronautical Noise Management Committee (ANMC)

Through its ground lease with the Federal Government, the Vancouver Airport Authority has responsibility for noise management activities at the Vancouver International Airport (YVR), and has a comprehensive noise management program to undertake this responsibility. The purpose of the YVR ANMC is to provide a forum where parties with an interest in noise management issues can discuss aeronautical noise management at YVR.

The attached status report (Attachment 1) from the two Richmond citizen appointees provides a summary of the key items discussed at three committee meetings held in February, June and December 2019.

In addition to the status report submitted by Richmond's citizen representatives on the YVR ANMC, this report provides some additional staff comments on YVR noise related issues.

2019-2023 YVR Noise Management Plan

Under the provisions of the Vancouver Airport Authority's federal ground lease, the Vancouver Airport Authority is required to have a Noise Management Plan that is approved by the Minister of Transport. The Noise Management Plan serves to document YVR's Aeronautical Noise Management Program and identifies key areas of work over a five-year period. The 2019 - 2023 Plan and associated initiatives were developed in 2018 in consultation with the YVR ANMC and the broader commercial and residential community, including a web-based survey. The 2019 -

2023 YVR Noise Management Plan was accepted by Transport Canada in February 2019 and a copy can be found in Attachment 2.

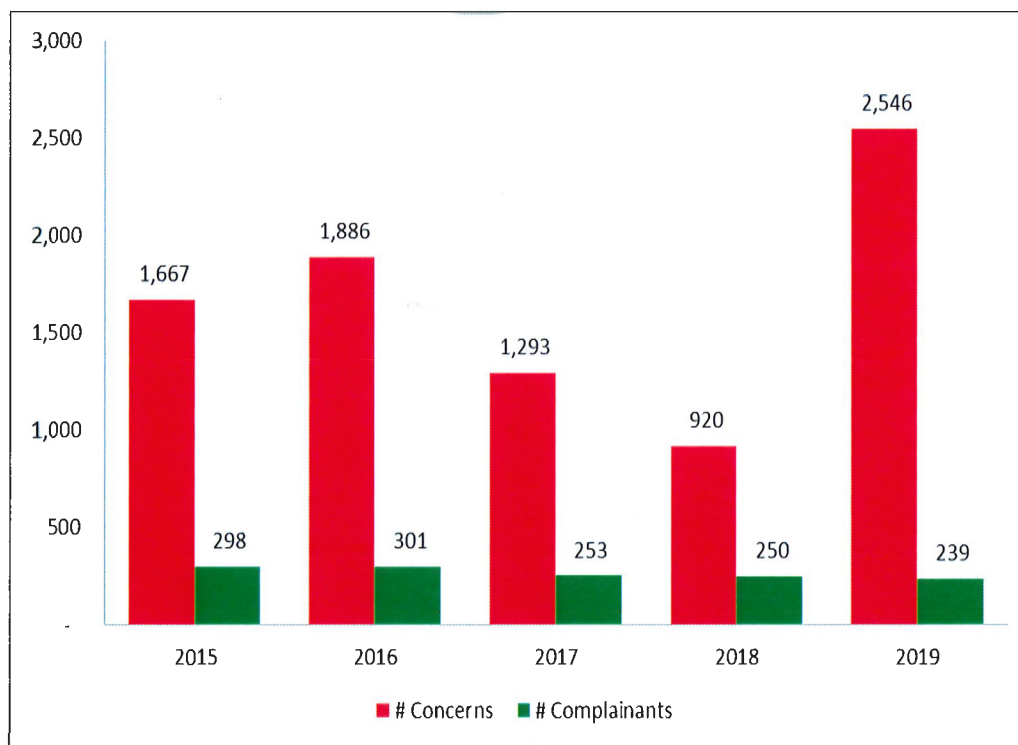
YVR's Noise Management Plan commits the Vancouver Airport Authority to minimizing the environmental and noise impacts associated with airport operations while recognizing the need for 24-hour airport operations. All concerns received by the Airport Authority are logged in the YVR noise complaint database. Personal information is treated confidentially and information in the database is used to analyze trends, create reports for the YVR ANMC, and to report to the community via the annual noise report and the annual sustainability report.

2019 Aeronautical Noise Management: Summary Report

Metro Vancouver Summary: Between January 1 to December 31, 2019, the Vancouver Airport Authority received a total of 2,546 noise concerns from 239 individuals across the Lower Mainland. While this represents a significant increase in the number of concerns from 2018, the number of complainants decreased from 250 to 239 over the same time period (Figure 1).

In 2019, the Airport Authority saw an increase in repeat concerns from 2018. Six individuals submitted 30 or more concerns each, amounting to 84% (2,141) of the total Lower Mainland complaints. Five of the six individuals reside in Richmond.

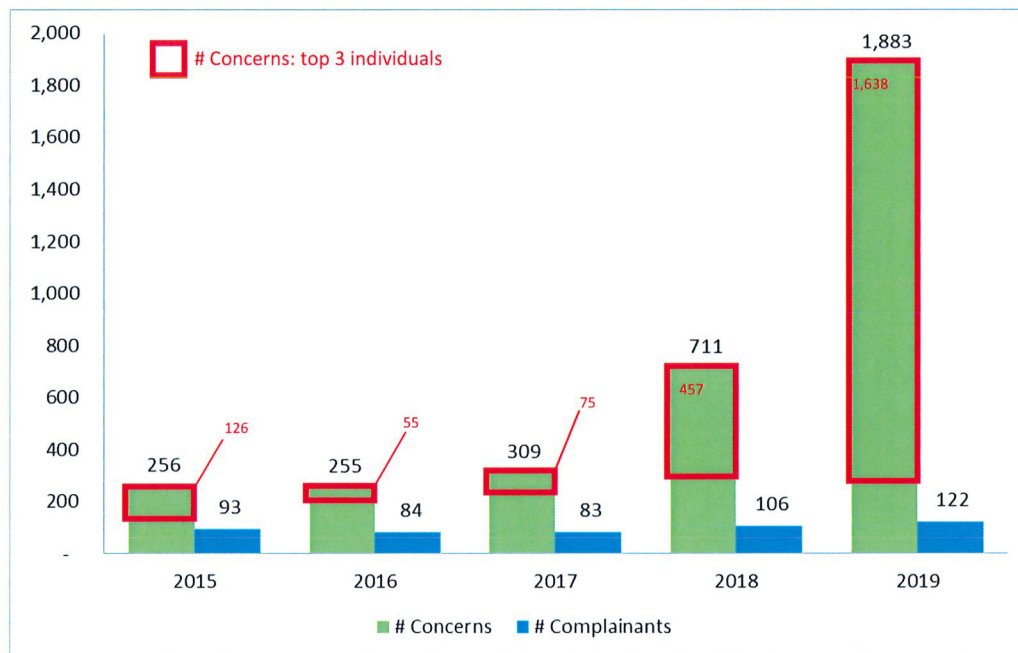
Figure 1: Region-wide Aeronautical Noise Concerns and Complainants (2015-2019)



Richmond Summary: A total of 1,883 concerns were received by the Vancouver Airport Authority from 122 Richmond residents during 2019, which is a 165% increase in the number of concerns and a 15% increase in the number of complainants compared to 2018 (Figure 2). The

increase in the number of concerns is largely due to five individuals in Richmond who registered 1,654 of the 1,883 concerns in 2019 (88% of all Richmond concerns). Most of the concerns were related to late evening or early morning jet departures.

Figure 2: Noise Concerns and Complainants by Richmond Residents (2015-2019)

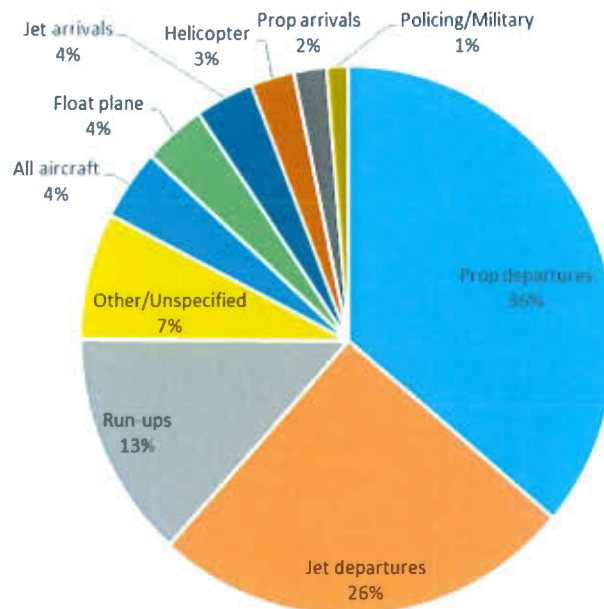


In addition to providing these individuals answers to their questions and facts related to airport and aircraft operations, the Airport Authority regularly offers to meet with individuals to discuss their specific concerns in person. One of the Richmond citizen representatives on the YVR ANMC has also routinely offered their time to speak with the affected residents. To date, these offers have been declined by the individuals who have submitted concerns.

Based on the information provided by the individuals, the nature of the concerns are largely associated with late evening and early morning jet departures. In particular, their concerns tend to increase during eastbound departures over the city. Eastbound departures occur in situations where winds are from the east, and for safety reason, aircraft must take-off into the wind. Easterly winds tend to occur 50% of the time over the course of a year and are typically experienced during the fall and winter months.

After excluding the concerns associated with the three Richmond residents with the most concerns, the departure of propeller aircraft were identified as the main issue of concern as indicated in Figure 3. This was followed by jet departures and aircraft maintenance run-ups, which are required by Transport Canada as part of stringent aircraft safety and maintenance standards.

Figure 3: Total Number and Percent of Richmond-Related Noise Concerns by Operational Category



Note: the concerns associated with the three Richmond residents with the most concerns are not included in Figure 3 as the majority of their concerns related to late evening and early morning jet departures.

NAV Canada – Vancouver Airspace Modernization Project

NAV CANADA is responsible for providing air navigation services in Canada. NAV CANADA has begun a multi-stakeholder review process that will shape the modernization of the airspace across the Greater Vancouver and southern Vancouver Island region. The project will develop a concept of operations, in collaboration with all affected aviation and municipal stakeholders, including the City of Richmond, that supports sustained safe operations across the region in anticipation of future capacity demand and industry growth. While enhancing aviation safety is a top priority of this project, additional project goals include reducing environmental impacts of aircraft such as greenhouse gas emissions and community noise exposure while balancing the needs of stakeholder groups and reducing constraints where possible.

In keeping with the YVR Master Plan approved by Transport Canada, the Airport Authority has supported maximizing the use of the north and south runways for both arrival and departure operations to enhance airfield efficiency and delay the need for a third parallel runway. Any options for changing operations between the north and south parallel runways that may arise from this project and has noise implications will be presented and discussed with the YVR ANMC.

Staff will continue to work with the YVR ANMC and the Vancouver Airport Authority regarding the ongoing growth of airport traffic and related noise issues, and will update Council on a regular basis.

Financial Impact

None.

Conclusion

The YVR ANMC remains a valuable forum for addressing aeronautical noise impacts on Richmond. The City's citizen representatives to the YVR ANMC continue to uphold Richmond's interest at the committee and contribute positively to discussions. The provision of input regarding the Vancouver Airport Authority's 2019-2023 Noise Management Plan will provide an opportunity for the City and the City's representatives to the YVR ANMC to ensure that the initiatives are consistent with a goal of minimizing aeronautical noise impacts to the community and enhancing residents' quality of life.



John Hopkins
Senior Policy Coordinator
(604-276-4279)

In collaboration with: Gary Abrams and Arvind Sharma
City Citizen Representatives to the YVR ANMC

JH:cas

Att. 1: 2019 Report from City Citizen Representatives to the YVR ANMC
Att. 2: 2019-2023 YVR Noise Management Plan

Date: January 2020

To: City of Richmond General Purposes Committee

From: G.W.D. Abrams
Arvind Sharma
City of Richmond Citizen YVR ANMC Representatives

2019 Status Report: YVR Aeronautical Noise Management Committee

City Appointees:

Gary W.D. Abrams, a Richmond lawyer with military and civil flying experience and involvement in the British Columbia Aviation Council and other aviation organizations, has acted as Citizen Representative from the beginning of 2015 to the end of 2019. Arvind Sharma replaced Ihsan Malik early in 2019. He is an aeronautical maintenance engineer (AME) employed by Lufthansa at Vancouver International Airport.

Both live in Richmond.

Past Year at the YVR Aeronautical Noise Management Committee

1. The ANMC met on February 21, June 27, and December 5, 2019.
2. The February 21 meeting was conducted, as usual, by Marion Town, Director Environment for the Vancouver Airport Authority. The subject of greatest interest was the 2019 passenger forecast presented by Kyle Galbraith, Manager Air Service Development for the Authority. The number of passengers at Vancouver had increased by 8 million over the past five years, to a record number of 25.9 million in 2018. The peak period is the afternoon. The Airport Authority's strategic plan is to continue to develop YVR as a world-class connecting hub, especially with airports in Asia. Increased traffic, especially in the evening hours, is expected. The enhanced capacity of aircraft resulted in an annual increase, from 2017 to 2018, of 7.3 per cent in passenger movements but only of 2.2 per cent in aircraft movements. The greatest increase (from 2017 to 2018) was 10.6 per cent in narrow-body jet movements.
3. These and other statistics (including only small increases in floatplane and helicopter movements) were reviewed in detail by the Authority's environmental analyst. YVR, the analyst pointed out, has always been open for 24 hours. Runway movements between midnight and 6.00 a.m., however, accounted for only 3 per cent of total movements in 2018 and were down slightly from the previous year. The average number of movements each night is 28, 52 per cent of these being arrivals.

4. The total number of “concerns” (the Airport Authority’s euphemism for complaints) was 920 in 2018, a decrease from 1,293 in 2017. Almost one-half of the concerns emanated from three persons.
5. The questionable significance of these statistics was apparent when the analyst related that from January 1 to February 15, 2019, the number of complaints had increased over the same period in 2018 by 93 per cent (to 147), emanating from 39 per cent fewer persons. Of the 147 concerns, 89 per cent (131) were from residents of Richmond, one-half of these from one person.
6. At the end of the February 21 meeting Gary Abrams spoke of a recent discussion with a resident of the Bridgeport area about night operations on the north runway in particular. Neither this person, nor any others having similar concerns, however, had responded by the end of 2019 to his invitation to discuss the matter further.
7. In March, 2019, a resident of Burkeville asked permission of Gary Abrams to attend a meeting of the YVR ANMC. The request was transmitted to the Airport Authority but was declined, on the grounds that the ANMC’s meetings were not open to the public and she might express her concerns to the citizen representatives or the City of Richmond staff.
8. The Richmond News edition of March 28, 2019, carried a brief account of the City Council’s complaint that the north runway should be used more often for night departures, and of the Airport Authority CEO’s response that this would be offensive to residents of the south slopes of Vancouver and in breach of the assurances given when the building of the north runway was approved. The subject was not discussed in 2019 by the ANMC.
9. The ANMC held its second meeting in 2019 on June 27. The subject of greatest interest to Richmond was the Vancouver Airspace Modernization Project, which was reviewed by the representative of NAV Canada. The number of flights operating in the Vancouver airspace has increased by 16 per cent in the past five years. Community consultation is projected to begin in 2020. A member of the City of Delta staff had already prepared a report requesting that the City be consulted when the study is carried out. There is no apparent need for a similar request by Richmond, since community consultation will be an essential part of the project and the ANMC will be involved.
10. The YVRAA analyst reviewed the noise complaints from January 1 to June 15, 2019. Residents of Richmond had lodged no less than 82 per cent of the 556 complaints in this period. Of these, 277 complaints emanated from three persons. All were of jet departures from Runway 08R (eastbound). The Airport Authority had offered – to no avail - to put these prolific complainants in touch with the citizen representatives.

11. On October 8, 2019, Gary Abrams attended a meeting arranged by the Canadian Business Aviation Association with Craig Richmond, President and CEO of the Airport Authority. He used the occasion to protest – in vain – against the Airport Authority’s decision – not yet carried out – to close Runway 13-31 (the crosswind runway). That runway is used for arrivals (over the Strait of Georgia) and departures (over the central part of Richmond) in extreme crosswind conditions (south wind stronger than about 35 knots), which commonly occur only once a year (or, in 2019, not at all).
12. The last meeting of the YVR ANMC in 2019 occurred on December 5. The subject of most interest to Richmond was the noise management summary for the year 2019 up to November 30. No less than 1,808 complaints – 82 per cent of the total from five communities (plus “others”) – emanated from Richmond. Of this total, 63 per cent, or 1,403 complaints, were received from three residents of Richmond, including the remarkable number – of 637 – from one person – about eastbound jet departures.
13. Gary Abrams, at the December 5 meeting, questioned the utility of a complaint system which anyone may resort to as a means of relief from boredom.

Gary Abrams
Arvind Sharma

2019–2023 YVR NOISE MANAGEMENT PLAN



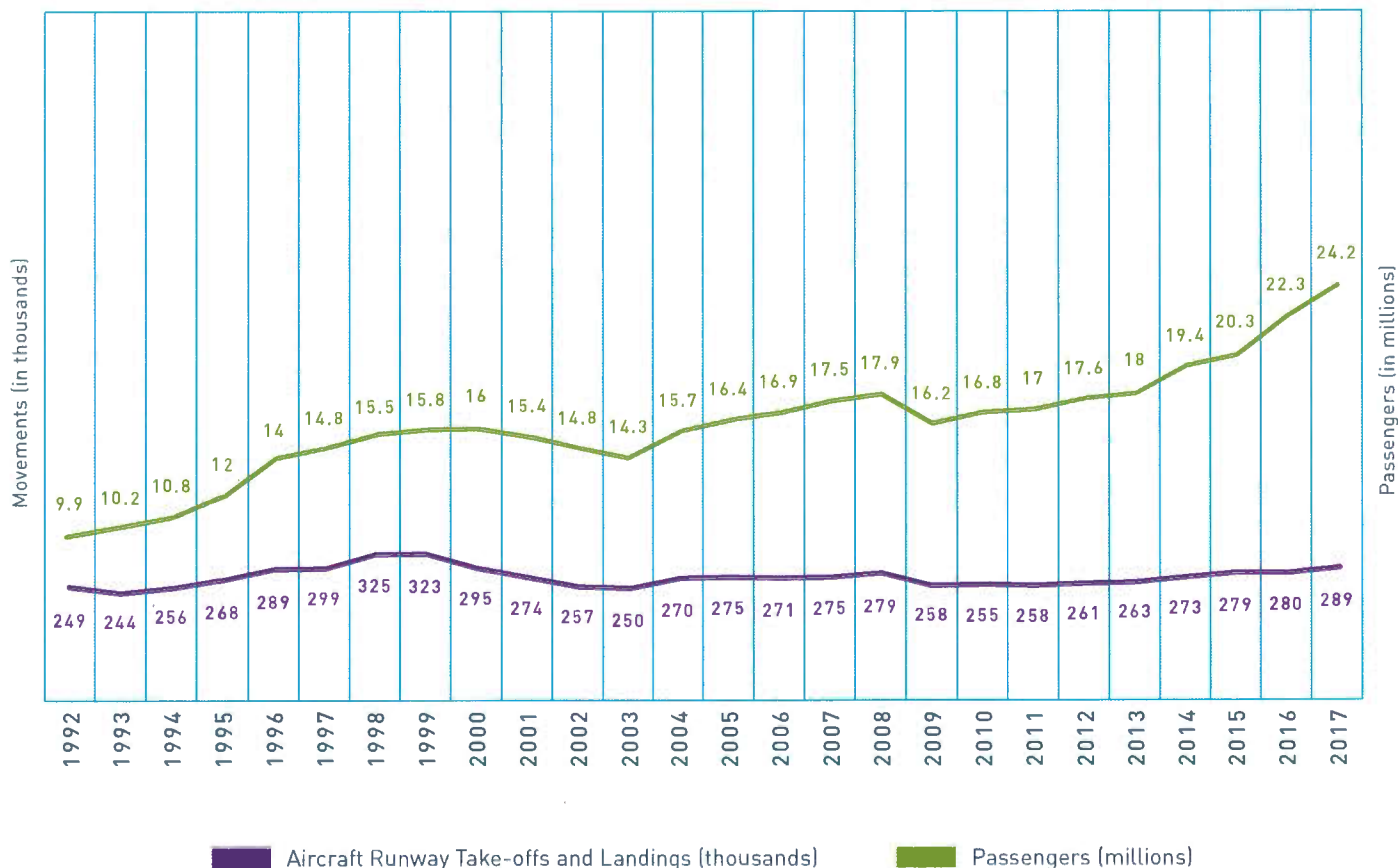
INTRODUCTION

Vancouver International Airport (YVR) is operated by Vancouver Airport Authority, a community-focused and financially independent company. YVR is Canada's second busiest airport, operating 24 hours to support the travel and business demands of the region.

YVR's mandate is to operate the airport in the best interest of the region and to ensure the airport contributes to the local and provincial economy. As part of YVR's Ground Lease with the Federal Government, YVR is required to manage noise within 10-nautical miles of the airport. As a community-focused operator, we strive to treat our neighbours with respect and consideration.

While YVR is experiencing strong growth, the increase in the number of passengers has been growing at a much faster rate than the number of aircraft landings and take-offs as illustrated below. With the forecasted increase in demands for air travel, we anticipate the growth to continue. As we look to continued growth in the future, we recognize that our operations can have an impact on the communities around us, and we remain committed to minimizing this impact as much as possible.

Annual Runway Movements and Passenger Totals 1992–2017



TRENDS IN THE INDUSTRY

Quieter Aircraft

Aircraft operating in Canada must meet noise and emissions certification standards set by Transport Canada and the International Civil Aviation Organization (ICAO). Aircraft are categorized according to noise levels they generate. These categories are called "Chapters", with the current Chapters being 2, 3, 4, and 14 – the higher the Chapter number, the less noise generated by the aircraft.

These standards continue to increase in stringency to reflect advancements in engine and airframe technology, and newer

aircraft designs are considerably quieter than their predecessors. In 2017, over 90% of jet aircraft operating at YVR met Chapter 4 or better noise requirements.

Aircraft and engine manufacturers are committed to developing quieter aircraft. In addition, airlines in Canada continue to invest billions of dollars to upgrade their fleet resulting in direct noise and emission reductions for communities.

Downward Trend in the Noise Certification Standard of Aircraft



ICAO NOISE CERTIFICATION STANDARDS (ANNEX 16, VOLUME I) FOR SUBSONIC & LARGE PROPELLER-DRIVEN AIRCRAFT

- Chapter 2:** Type certificate required before 6 October 1977 for first generation turbofans & nacelles.
- Chapter 3:** Type certificate required from 6 October 1977 for second generation turbofans & advanced nacelles.
- Chapter 4:** Type certificate required from 1 January 2006 for new bypass ratio engines, nacelle technology & airframe design. Introduced a cumulative reduction of 10dB relative to Chapter 3 standard at all three noise measurement points.
- Chapter 14:** Type certificate required from 31 December 2017 (31 December 2020 for aircraft <=55t) for advanced high bypass ratio engines & nacelles. Introducing a cumulative reduction of 7dB relative to Chapter 4 cumulative levels at all three noise measurement points.

NOTES

- Chapter 2 aircraft were banned from operation in major countries around the world, including Canada starting from 1 April 2002.
- The Effective Perceived Noise level (EPNdB) is calculated from the aggregation of individual measurements from three locations – approach (2km from runway threshold), sideline (450m laterally from runway centreline), flyover (6.5km from the brake release point).

Source: Airbiz

TRENDS IN THE INDUSTRY

Performance Based Navigation (PBN)

As aviation moves towards navigation systems based on GPS satellite technology, PBN is becoming the new way to navigate. Whereas the conventional navigation infrastructure is based primarily on ground-based systems and equipment, PBN uses GPS and sophisticated avionics to enable aircraft to fly accurate paths, both laterally and vertically.

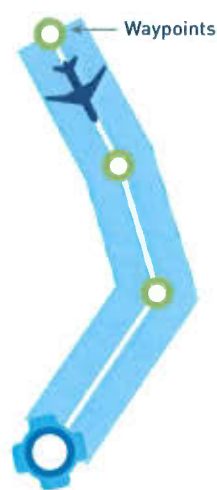
PBN provides a number of operational and environmental benefits such as more efficient route structure and flight paths to reduce fuel burn and emissions, including noise. There are two types of specifications for PBN: Area Navigation (RNAV); and Required Navigation Performance (RNP). While RNAV and RNP are fundamentally similar, RNP has requirements for onboard performance monitoring and alerting making it more precise.

CONVENTIONAL ROUTES



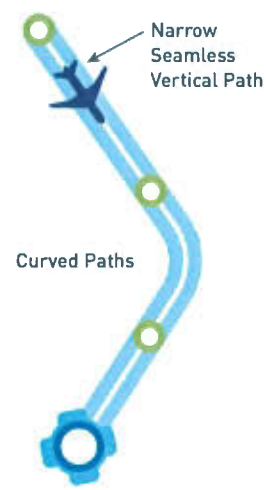
Limited Design Flexibility

AREA NAVIGATION



Increased Airspace Efficiency

REQUIRED NAVIGATION PERFORMANCE



Optimized Use of Airspace

Source: NAV CANADA

— A ground navigational aid is a physical device on the ground which provides navigational information or position to aircraft in flight.

— A waypoint is a predetermined geographical position defined in terms of latitude and longitude coordinates which is used in flight navigation.

YVR NOISE MANAGEMENT PROGRAM – HOW WE MANAGE NOISE

YVR is committed to minimizing the environmental and noise impacts associated with airport operations. As part of the Noise Management Program, YVR is focused on minimizing noise disturbances while recognizing the need for 24-hour airport operations.



THE CORE ELEMENTS OF YVR'S NOISE MANAGEMENT PROGRAM:



STAKEHOLDER
ENGAGEMENT

through the YVR
Aeronautical Noise
Management Committee
(ANMC)



PROCEDURES
& DIRECTIVES

to mitigate noise from
aircraft and airport
operations



FLIGHT
TRACKING
& NOISE
MONITORING



Responding to
QUESTIONS
& CONCERNS
from the community



DEVELOPMENT &
IMPLEMENTATION
of our five-year Noise
Management Plan



EDUCATION &
AWARENESS

OTHER STAKEHOLDERS

YVR works collaboratively with a number of stakeholders to manage and minimize noise impacts around the airport.

International Civil Aviation Organization (ICAO)

is a specialized agency of the United Nations which promotes safe and standardized development of international civil aviation. ICAO establishes standards and regulations for aviation safety, security, efficiency and regularity, as well as environmental protection. ICAO is responsible for setting noise and emission standards for aircraft.

Transport Canada is the federal regulator of aviation in Canada responsible for developing transportation policies and legislation to maintain and promote a safe, secure, efficient and environmentally responsible transportation system.

Transport Canada is responsible for ensuring that operating aircraft meet ICAO noise and emission standards and establish the design criteria for air routes and procedures. They enforce Noise Abatement Procedures and Noise Operating Restrictions as well as review and approve proposed changes to procedures and restrictions. To help municipalities with planned development in high noise areas around airports, Transport Canada provides national guidelines on compatible land use planning.

NAV CANADA is the company that provides air navigation services in Canada and responsible for safe and efficient movement of aircraft. As well as providing air traffic control services, NAV CANADA also operates and maintains the navigation and approach aids and equipment. They are also responsible for the design and publishing of air routes and procedures in accordance with criteria set by Transport Canada and ICAO.

Airline partners are responsible for conducting their operations in compliance with applicable Noise Abatement Procedures and other published procedures when operating at an airport.

Local municipalities are responsible for land use planning in British Columbia and are encouraged to follow Transport Canada's land use guidelines when planning developments near airports to protect the public and minimize the number of residents living in areas exposed to high aircraft noise.

YVR works with **community** members to understand issues associated with our operation and incorporate improvements into our planning and engagement with other stakeholders.

NOISE MANAGEMENT PLAN

The Noise Management Plan is an integral part of advancing the goals and objectives of YVR's Noise Management Program. It is also a requirement under the airport's ground lease. The plan undergoes redevelopment every five years and documents

the structure of the program and identifies an action plan with initiatives that serve to support and improve the core elements of YVR's Noise Management Program.

Creating the Plan

To create the new 2019-2023 Noise Management Plan and its five-year action plan, the following process and tasks were undertaken:



Review of Historical Noise Complaints

One of the core elements of YVR's Noise Management Program is responding to questions and concerns from the community. Questions and concerns about specific operations are investigated for compliance with published procedures and logged into a database. To support the creation of the new Noise Management Plan, concerns received between 2014 and 2017 were analyzed to identify trends and key issues. During this four-year time period, a total of 903 individuals registered 6,458 concerns and this formed the dataset for the analysis.

Community Feedback Survey

A web survey was carried out between March 13, 2018 and July 13, 2018 to engage the community in the process of creating the new Noise Management Plan. The survey was designed to collect input on various aspects of YVR's Noise Management Program and identify specific community concerns. The survey also allowed respondents to propose suggested mitigation measures for consideration by YVR. The survey was completed by a total of 721 individuals, which included 218 individuals who completed the survey through the open web link and 503 randomly selected local survey panelists. 68% of the 218 respondents via the open web link cited concerns about aircraft noise whereas 27% of the 503 panelists cited concerns about aircraft noise.

Noise Management Practice Review

YVR retained a consultant to review noise management practices at other international airports. The objective of this review was to better understand industry trends and to help support discussions with YVR's Aeronautical Noise Management Committee (ANMC). The review provided information on possible ways to enhance communication with communities, which helped shape some of the initiatives in the Action Plan.

Consultations with YVR's Aeronautical Noise Management Committee (ANMC)



YVR worked closely with the members of the ANMC to create the new Noise Management Plan. The multi-stakeholder community-based ANMC plays an active role in providing input and informing noise management strategies at the airport. Membership on the ANMC includes: citizen and city staff representatives appointed by the Cities of Richmond, Vancouver, Delta, and Surrey; Musqueam Indian Band; airlines; industry associations; NAV CANADA; Transport Canada; and YVR.

Evaluating Proposed Initiatives for the Action Plan

To create the action plan for the new 2019-2023 YVR Noise Management Plan, all proposed initiatives received from the community, the ANMC, and other stakeholders were evaluated based on the following criteria:

- Noise mitigation
- Impact on safety
- Impact on airport or aircraft operations
- Effects on air quality and greenhouse gas (GHG) emissions
- Economic cost to the industry
- Noise impact on neighbouring communities or areas
- Impact on current and future airport capacity
- Alignment with YVR's mandate to provide 24-hour air service for the region




Action Plan

<div>1</div> <div>  <p>EDUCATION & AWARENESS</p> </div> <div> WORK FOCUS AWARENESS—COMMUNITY </div>	<div> OBJECTIVE Inform the community about aircraft/airport operations and noise management efforts. </div>
<div> INITIATIVE / ACTION </div> <div> <ol style="list-style-type: none"> 1.1 Identify and implement new online web tools to enhance information sharing and analytical capabilities to better inform the community about aeronautical noise and aircraft operations. 1.2 Report the results of noise monitoring, aircraft operations, complaints statistics, and progress on noise management initiatives in the annual noise report. 1.3 Track the trend of the use of quieter aircraft designs at YVR and provide updates in the annual noise report. 1.4 Review noise management information on YVR's website to ensure information is up-to-date and relevant. Where possible, look to convert materials to other forms of media to increase accessibility of information. 1.5 Engage Musqueam Indian Band to provide information and enhance knowledge of airport and aircraft operations. 1.6 Track and provide educational information on emerging trends in aircraft and navigation technologies. 1.7 Include information on annual traffic forecasts and growth in the annual noise report to provide clear expectations to the community. </div>	
<div>2</div> <div>  <p>EDUCATION & AWARENESS</p> </div> <div> WORK FOCUS AWARENESS—INDUSTRY </div>	<div> OBJECTIVE Engage with aviation stakeholders on noise management activities at YVR. </div>
<div> INITIATIVE / ACTION </div> <div> <ol style="list-style-type: none"> 2.1 Participate in discussions with other major airports in Canada to share and exchange information on emerging trends and noise management strategies, and to coordinate responses and positions on national issues. 2.2 Host regular meetings with NAV CANADA to discuss and exchange information on noise management strategies. 2.3 Acknowledge airline partners that demonstrate good noise management practices by presenting YVR's Fly Quiet Awards annually and explore opportunities for further recognition and engagement. 2.4 Participate in discussions with Transport Canada and other government agencies on national and international issues. </div>	



Action Plan

3  PROCEDURES & DIRECTIVES	WORK FOCUS NIGHT-TIME OPERATIONS	OBJECTIVE Monitor and report on the number of night operations.
INITIATIVE / ACTION <ul style="list-style-type: none"> 3.1 Perform an annual review of YVR's guidelines for approving operations at night to ensure the guidelines remain relevant. 3.2 Report on the number of night operations by aircraft noise certification in annual noise reports. 3.3 Monitor compliance with the night-time approval requirement and report suspected violations to Transport Canada. 3.4 Assess and communicate the benefits and economic contribution of 24-hour operations. 		
4  SHAREHOLDER ENGAGEMENT	WORK FOCUS YVR AERONAUTICAL NOISE MANAGEMENT COMMITTEE (ANMC)	OBJECTIVE Ensure that the YVR ANMC remains relevant and functional.
INITIATIVE / ACTION <ul style="list-style-type: none"> 4.1 Review YVR's ANMC Terms of Reference for membership, expectations, scope, objectives, etc. Host at least three meetings a year and consult members on emerging issues. 4.2 Develop customized reports for ANMC city staff and citizen representatives to support their role on the Committee. 		
5  FLIGHT TRACKING & NOISE MONITORING	WORK FOCUS AIRCRAFT NOISE AND OPERATIONS MONITORING SYSTEM (ANOMS)	OBJECTIVE Ensure functional and reliable collection of noise and operations data.
INITIATIVE / ACTION <ul style="list-style-type: none"> 5.1 Assess the current network for Noise Monitoring Terminals (NMTs) and determine locations in the City of Delta, Musqueam, and other areas in Metro Vancouver where new NMTs could be located to capture noise data related to current and future operations. 5.2 Prepare a multi-year system plan for ANOMS to schedule hardware replacement and software enhancements. 		

Action Plan

6  FLIGHT TRACKING & NOISE MONITORING	WORK FOCUS TEMPORARY NOISE MONITORING	OBJECTIVE Deploy the portable NMT to capture objective data on noise exposure.
INITIATIVE / ACTION 6.1 Identify potential locations for temporary noise monitoring, deploy the portable Noise Monitoring Terminal, and ensure a summary of results is made available.		
7  PROCEDURES & DIRECTIVES	WORK FOCUS RUN-UPS	OBJECTIVE Further manage noise from engine run-ups.
INITIATIVE / ACTION 7.1 Undertake an annual review of the Engine Run-up Directives and Procedures with a focus on optimizing noise reduction opportunities at all run-up locations. 7.2 Report the number of run-ups by hour, location, and power setting in the annual noise report. 7.3 Provide new operators at YVR with information on engine run-up procedures and directives.		
8  EDUCATION & AWARENESS	WORK FOCUS PERFORMANCE-BASED NAVIGATION (PBN) PROCEDURES / FLIGHT PATH CHANGES	OBJECTIVE Identify opportunities for noise mitigation during the development of new flight paths or procedures where feasible.
INITIATIVE / ACTION 8.1 Assist with evaluating community and noise impacts associated with the introduction of new flight paths and procedures and ensure that noise and emissions reductions and capacity impacts are considered during design. 8.2 During the design phase of creating new procedures, provide baseline information on current aircraft activity levels over the community to assist with identifying mitigation options to lessen current impacts where feasible. 8.3 Support the development and introduction of PBN procedures at YVR by providing resources, information, and data to assist in the design process. 8.4 Collaborate with aviation partners to ensure communities are engaged and advised before any changes to flight paths are implemented as outlined in the <i>Airspace Change Communication & Consultation Protocol</i> .		

Action Plan

9  <small>PROCEDURES & DIRECTIVES</small>	WORK FOCUS NOISE ABATEMENT PROCEDURES	OBJECTIVE Ensure procedures to manage noise remain relevant and current.
INITIATIVE / ACTION 9.1 Perform an annual review of the published Noise Abatement Procedures for YVR with the aim of ensuring clarity and continual improvement.		
10  <small>PROCEDURES & DIRECTIVES</small>	WORK FOCUS MANAGING CAPACITY	OBJECTIVE 1. Ensure runway system at YVR is used effectively to reduce delays while managing noise impacts on the community. 2. Develop analytics and identify data requirements to evaluate impacts of future runways.
INITIATIVE / ACTION 10.1 Work to quantify the environmental and economic costs of delays at YVR associated with various aspects of operations, including runway operating restrictions. 10.2 Collaborate with aviation partners to assess airside capacity, including emerging constraints, coordinate planning for optimal use of the runway system at YVR and assist with the assessment of short, medium, and long-term capacity enhancement strategies. 10.3 Identify evaluation criteria, metrics, and analysis requirements to assess future noise impacts associated with potential new runways and airfield infrastructure and work collaboratively with municipalities and stakeholders to ensure required data is collected.		

Action Plan

<div>11</div> <div>  <div>EDUCATION & AWARENESS</div> </div>	<div>WORK FOCUS</div> <div>YVR FLOAT PLANE OPERATIONS</div>	<div>OBJECTIVE</div> <div>Further manage noise associated with YVR float plane operations.</div>
<div>INITIATIVE / ACTION</div> <div>11.1 Continue ongoing dialogue and work with YVR float plane operators to assess ways to further manage noise.</div>		
<div>12</div> <div>  <div>SHAREHOLDER ENGAGEMENT</div> </div>	<div>WORK FOCUS</div> <div>LAND USE PLANNING</div>	<div>OBJECTIVE</div> <div> 1. Promote compatible land use planning in the vicinity of the airport. 2. Minimize noise from future airport developments on Sea Island. </div>
<div>INITIATIVE / ACTION</div> <div> 12.1 Work with adjacent communities to promote the adoption of compatible land use and design standards that reflect airport operations and plans. 12.2 Provide input on applicable municipal community plans, rezoning, and development applications. 12.3 As part of the process for development on airport property, assess the use of berms, barriers, and landscaping as ways to minimize noise from airport ground-based activities. </div>		



City of Richmond

Report to Committee

To: General Purposes Committee
From: Kim Somerville
Director, Community Social Development

Date: February 13, 2020
File: 07-3000-01/2019-Vol
01

Jim V. Young, P.Eng.
Director, Facilities and Project Development

Re: Rick Hansen Foundation Accessibility Certification Program Update

Staff Recommendation

That the staff report titled "Rick Hansen Foundation Accessibility Certification Program Update," dated February 13, 2020 from the Director, Community Social Development and Director, Facilities and Project Development, be received for information.

Kim Somerville
Director, Community Social Development
(604-276-4671)

Jim V. Young, P. Eng.
Director, Facilities and Project Development
(604-247-4610)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Recreation and Sport Services	<input checked="" type="checkbox"/>	
Arts, Cultural and Heritage Services	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
REVIEWED BY SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the September 16, 2019 General Purposes Committee, staff received the following referral:

That the staff report titled “Rick Hansen Foundation Accessibility Certification Program,” dated August 15, 2019 from the Director, Community Social Development and Acting Senior Manager, Capital Buildings Project Development, be referred back to staff to allow for consultation with the Richmond Centre for Disability.

The purpose of this report is to respond to the above staff referral and to provide City Council with an update on the Rick Hansen Foundation Accessibility Certification Program.

This report supports Council’s Strategic Plan 2018–2022 Strategic Focus Area #4 – An Active and Thriving Community:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

This report supports the 2013–2022 Social Development Strategy’s Strategic Direction #2 – Enhance Community Accessibility:

Action 3.5— Promote best practices in the assessment and upgrading of accessibility features in City and non-City facilities (e.g. continued participation with the Rick Hansen Foundation and others on the promotion and enhancement of the Planat online venue accessibility rating tool).

This report also supports Council Policy 4012 – Access and Inclusion (Attachment 1):

Richmond is an accessible and inclusive city by:

4. Collaborating with senior levels of government, partner organizations and stakeholder groups to promote social and physical infrastructure to meet the diverse needs of people who visit, work and live in Richmond.

Analysis

City Accessibility Initiatives

The City works to ensure that facilities and services are accessible and appropriate for all individuals, regardless of ability. To further enhance accessibility in Richmond, Council adopted the Enhanced Accessibility Design Guidelines and Technical Specifications (Accessibility Guidelines) in 2018 to assist City staff and the development community in incorporating accessibility features in City-owned facilities that go beyond the BC Building Code requirements. Examples of design considerations within the City's Accessibility Guidelines include: automatic washroom door openers, emergency call switches in accessible toilet stalls, slip-resistant surfaces on outdoor ramps, increased circulation space for individuals who use mobility aids and high visibility demarcation for floor surface changes. All new City-owned facilities will incorporate accessible features as outlined in the Council adopted Accessibility Guidelines to ensure that the project reflects a strong commitment to accessible design.

The City has a long-standing practice of working with Richmond Centre for Disability (RCD) and the Rick Hansen Foundation (RHF) to enhance accessibility. On a semi-annual basis, RCD representatives meet with City staff to discuss areas where accessibility for various types of disability can be improved throughout the City. In addition to these meetings, RCD representatives also provide input on accessibility features in the design of new recreation facilities and participate in pre-event site reviews for major City events, utilizing the City's Accessible Event Checklist (Attachment 2) to ensure events are accessible and welcoming to all individuals.

The City has been working with the RHF to improve physical accessibility in the City's built environment since 2013. Since that time the City has continued to support RHF accessibility initiatives and in 2018 participated in the launch of the Rick Hansen Foundation Accessibility Certification (RHFAC) program as a pilot city.

The Rick Hansen Foundation Accessibility Certification Program

The RHFAC program is a rating system that uses trained professionals to evaluate the accessibility of retail, commercial, institutional and multi-family residential buildings and sites through the adoption of Universal Design principles. It considers the user experience of people with all disabilities, including those with mobility, vision and hearing disabilities. When assessing facilities, the program evaluates the interior and exterior of the building, including parking, public spaces and staff areas. Guidelines and standards follow Universal Design principles and complement the BC Building Code, however, it is currently considered an independent program used to measure a building's accessibility and determine how it meets accessibility requirements. Once an assessment is complete, a score card, recommendation report and letter of certification are provided to the facility operator.

A facility may be designated either RHF Accessibility Certified (rated 60–79 per cent) or RHF Accessibility Certified Gold (rated 80 per cent and over). Facilities with ratings below 60 per cent or facilities without a public entrance and accessible key functional spaces and amenities are not certified.

In 2018, the RHFAC program provided 1,100 free assessments throughout British Columbia with funding from the Provincial Government. The City had 28 facilities assessed as part of this pilot program. Of the City-owned facilities assessed, 26 facilities have been RHF Accessibility Certified. Two facilities (South Arm and Steveston Outdoor Pools) were not certified due to a variety of factors.

To date, the City has not incurred any costs to participate in the RHFAC program, however, if the City continues to assess City facilities through the program, both the RHFAC registry application and professional rating fees would apply. Costs for the RHFAC registry application and professional rating fees range from \$2,850–\$6,850 per facility, depending on the size and complexity of the facility. Certifications must be renewed every five years and the RHFAC registry application and professional rating fees would apply. Additionally, sites being reassessed within the five year certification period would not be charged the RHFAC registry application fee of \$1,350; however, professional rating fees ranging from \$1,500–\$5,500 would apply.

In November 2019, City staff met with RHF to clarify assessments and to discuss the technical requirements necessary to achieve certification at all City-owned facilities previously assessed. RHF has offered to provide a complimentary site walk-through prior to the City investing in improvements at a site that was not certified. In addition, RHF encouraged the City to consider having one or two City staff enrol in the RHFAC Accessibility Assessor training at a cost of \$1,572 per person to eliminate the professional rating fee required for future facility assessments.

Consultation with Richmond Centre for Disability

At the September 16, 2019 General Purposes Committee, Council directed staff to consult with Richmond Centre for Disability on the RHFAC program as it relates to City-owned facility assessments completed in Richmond. City staff met with RCD on three occasions to discuss the RHFAC program. RCD clarified that they do not have concern with the RHFAC assessments of City-owned facilities and that RHF has good intentions to improve accessibility in the built environment, however, RHFAC assessments should be considered as private opinion. RCD expressed their appreciation for the City's efforts in improving and maintaining accessibility for all Richmond residents, by adhering to City Bylaws, participating in the RHFAC program and the implementation of the Accessibility Guidelines.

Next Steps

At this time, City staff continue to work collaboratively with RCD and RHF to reduce barriers to participation in the community and further enhance accessibility in Richmond. In addition, City staff continue to evaluate the RHFAC program recommendations to determine how they can best complement current City accessibility initiatives and most effectively contribute to furthering accessibility in the City. To reduce barriers to accessibility in City-owned facilities, staff will take the following steps:

- Determine what RHFAC recommendations should be addressed on a facility by facility case basis;

- Prioritize RHFAC recommendations to further develop accessibility City-wide while considering safety, timing and budgetary impact, noting that further assessment including schematic designs may be required to fully understand and estimate the costs to address the recommended action;
- Investigate alternative sources of funding to support accessibility upgrades to City-owned facilities through various funding streams, including grants; and
- Determine future level of participation in the RHFAC program and explore the opportunity for City staff to participate in the RHFAC Accessibility Assessor training.


The City has benefitted by participating in the RHFAC pilot program, which is one of many tools staff use to identify accessibility barriers in City facilities. City staff continue to evaluate the RHFAC program assessments and how the recommendations can further the City's commitment to improving accessibility and access to participation in facilities. Staff will continue to keep City Council updated on accessibility improvements in Richmond.

Financial Impact

None.

Conclusion

The City continues to incorporate principles of accessible design in City buildings and open spaces to ensure that people of all ages and abilities feel welcome and are able to access City facilities. Through participation in the RHFAC program, implementation of the City's Enhanced Accessibility Design Guidelines and Technical Specifications and consultation with RCD and RHF, the City continues to further accessibility in Richmond.



Martin Younis, B.Eng., M.Eng.
Manager,
Capital Buildings Project Development
(604-204-8501)



Heather Muter
Program Manager,
Community Social Development
(604-276-4390)

Att. 1: City of Richmond Access and Inclusion Policy 4012

Att. 2: City of Richmond Accessible Events Checklist



Policy Manual

Page 1 of 1	Access and Inclusion Adopted by Council: October 13, 1981 Amended by Council: December 8, 2014	Policy 4012
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POLICY 4012:

It is Council policy that:

Richmond is an accessible and inclusive city by:

1. Acknowledging and keeping abreast of the accessibility and inclusiveness needs and challenges of diverse population groups in Richmond.
2. Ensuring that the Official Community Plan and other key City plans, strategies and policies incorporate measures to support Richmond's efforts to be an accessible and inclusive city.
3. Developing programs and adopting practices to ensure Richmond residents and visitors have access to a range of opportunities to participate in the economic, social, cultural and recreational life of the City.
4. Collaborating with senior levels of government, partner organization and stakeholder groups to promote social and physical infrastructure to meet the diverse needs of people who visit, work and live in Richmond.
5. Promoting barrier free access to the City's facilities, parks, programs and services.
6. Promoting a welcoming and respectful municipal workplace.
7. Providing information to the public in a manner that respects the diverse needs and characteristics of Richmond residents.

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City of Richmond Accessible Events Checklist

The Accessible Events Checklist identifies the key areas to address when planning an event to ensure they are accessible for everyone to participate. By addressing each point on this form, event planners will ensure that all participants' accessibility needs have been taken into account.

	CHECKMARK
Pre-Event Publicity and Promotion	
All event publicity and promotion highlights the accessible features of the planned event.	
Entrances and Exits	
There is a designated entrance into the event that does not require attendees use stairs.	
Where there are stairs, there are railings to assist for support.	
There are unobstructed pathways both in and outside of the event venue, including curb cuts on the sidewalk and, if needed, curb ramps within the event site.	
Everyone, including persons in wheelchairs or mobility aids can enter the main entrance of the event (entrance greater than 36" or more recommended). If not, there is clear signage directing to an accessible entrance.	
Parking and Drop off	
There are designated accessible parking spaces close to the main entrance or alternate accessible entrance- including wider spots suitable for side loading vehicles.	
If no parking is provided, there are alternate accessible transportation arrangements.	
There is a suitable Handydart and taxi drop off and/or pick up area at the event.	
Washrooms	
There are accessible routes to washrooms.	
A minimum of 10% of all washrooms at the event are accessible.	
There are signs and site maps directing people to accessible washrooms.	

On Site	
Site maps that indicate accessibility features are available to staff, volunteers and the general public.	
Appropriate staff and volunteers on site are fully aware of event accessibility features and trained to meet the needs of members of the public living with physical disabilities.	
All ramps used on site are non-slip.	
The height of the tables for writing surfaces, registration, food, beverages etc., will accommodate people in wheelchairs (minimum 29" knee clearance).	
There are wheelchair ramps to stage areas, if needed.	
If a person with a disability is presenting or performing, they can operate and adjust microphones, lecterns, or the position of the surface on which their computer or equipment rests.	
There is adequate and appropriate signage on site to meet the needs of people with disabilities.	
There is adequate scooter storage at the event (if needed).	
There are accessible back stage areas, e.g.: greens rooms, changing areas, hospitality areas (if needed).	
Consider providing an accessible, integrated and unobstructed event viewing area, which will allow wheelchair users and others living with physical disabilities to fully participate.	
Safety	
All electrical cables and/or cords that cross any paths covered. The lips/edges of covers should be no more than 1/2" thick to prevent tripping and allow any mobility devices to traverse over them.	
Emergency exits and refuge areas are accessible and emergency plans incorporate the needs of those with disabilities.	
Exhibits and Activations	
All pathways and vendors are well lit to ensure safety of all attending, including seniors, young children, and persons who use mobility aids.	
Routes to vendors and booths are accessible and unobstructed.	
Vendors can assist persons in wheelchairs or mobility aids over the counter (at least a portion of the counter should be a maximum of 36" to allow service to person in a wheelchair or mobility aid).	

NOTE: This checklist is designed as a starting point when planning an accessible event. You are still required to comply with all City, Federal, and Provincial Disability Access Requirements where applicable.



City of Richmond

Report to Committee

To: General Purposes Committee
From: Kim Somerville
Director, Community Social Development
Re: Cities #WithRefugees Campaign

Date: February 19, 2020
File: 07-3300-01/2020-Vol
01

Staff Recommendation

That City Council demonstrate its commitment to promoting inclusion and supporting refugees by signing the United Nations High Commissioner for Refugees (UNHCR) Cities #WithRefugees pledge, as outlined in the staff report titled "Cities #WithRefugees Campaign" dated February 19, 2020 from the Director, Community Social Development.

Kim Somerville
Director, Community Social Development
(604-247-4671)

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO	

Staff Report

Origin

On World Refugee Day 2018, the United Nations High Commission for Refugees (UNHCR) launched the Cities #WithRefugees campaign that invited cities from all over the world who are working to promote inclusion, support refugees and bring communities together, to sign a statement of solidarity for refugees (Attachment 1). This global initiative seeks to amplify the efforts of cities who are creating inclusive communities where everyone can live in safety and contribute to and participate in their local community. Over 200 cities have endorsed the statement, including 15 Canadian cities such as Vancouver, Surrey, Port Moody, Toronto, and Victoria.

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

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

This report supports the Social Development Strategy 2013 – 2022 Strategic Direction #5 – Build on Richmond's Cultural Diversity:

19.1 Encouraging collaborative approaches to ensure that Richmond remains a welcoming and integrated community, while respecting the desires of immigrant groups to maintain their own cultures.

This report supports the Cultural Harmony Plan 2019–2029 Strategic Direction #4 – Communication and Community Engagement:

4.5 Develop and implement an awareness campaign about the benefits of an inclusive community and recognize the contributions long-time residents and recent immigrants have made to Richmond's vibrant community.

Findings of Fact

The Cities #WithRefugees statement of solidarity describes the important role cities play in creating inclusive communities for refugees who are forced to flee their countries to escape violence and persecution. With nearly two out of three refugees settling in an urban area, cities are at the forefront of the refugee crisis. Welcoming refugees creates opportunities for economic, civic, and social growth as communities benefit from the diversity of experiences and ideas refugees bring. As cities continue to improve their infrastructure, services, and administrative systems to incorporate large inflows of new residents, cities must create spaces where everyone can feel safe, become self-reliant and participate in all aspects of their community. The statement concludes with a call to join UNHCR and 200 other countries to stand #WithRefugees. No additional activities by the City are required to be a part of this campaign.

Analysis

Refugee population in Richmond

Richmond continues to welcome refugees in the community each year through both private sponsorship and government-assisted sponsorship. According to the 2016 Census, there were 3,465 residents under the refugee category who arrived in Richmond between 1980 and 2016 (the period when this data was collected by Statistics Canada). The table below shows the leading countries of birth for refugees to Richmond.

Leading Countries of Birth for Refugees Living in Richmond (1980-2016)

Country of Birth	Number of Refugees	Country of Birth	Number of Refugees
China	685	Poland	150
Vietnam	455	Somalia	125
Iran	300	Syria	115
Iraq	260	El Salvador	115
Afghanistan	150	Sri Lanka	55

Source: Statistics Canada, 2016

Collaboration and Partnerships

The City actively participates in Richmond's Community Collaboration Table, also known as Richmond's Local Immigration Partnership (LIP), to enhance collaboration, coordination and strategic planning at the community level in order to foster welcoming and inclusive communities and improve settlement and integration outcomes for immigrants and refugees. The City is also a member of the Inter-Government Committee on Settlement which is composed of federal, provincial and local staff representatives to discuss emerging issues related to immigrant and refugee settlement and integration. This ensures that proper supports are in place for newcomers and the service system is working collaboratively to identify and address any needs as they arise.

Alignment with the Council-adopted Cultural Harmony Plan 2019–2029

City Council adopted the Cultural Harmony Plan 2019–2029 on November 25, 2019. The purpose of this ten-year plan is to identify innovative and collaborative approaches to strengthen intercultural connections among Richmond residents, provide City programs and services that address the needs of the city's diverse population, and remove barriers to participation for Richmond residents. One of the priority actions in this plan is to develop and implement an awareness campaign about the benefits of an inclusive community and recognize the contributions of long-time residents and recent immigrants to Richmond's vibrant community. By signing the Cities #WithRefugees pledge, the City is demonstrating its commitment to raising

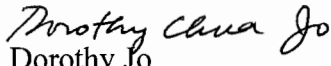
awareness of the plight of refugees around the world and the value they bring to cities such as Richmond.

Financial Impact

None.

Conclusion

The UNHCR Cities #WithRefugees Campaign seeks to raise awareness of the 71 million refugees around the world and the benefits they bring to their local communities. The City's participation in this campaign is an acknowledgement of our values and is in line with the work the City is already undertaking, particularly the adoption of the Cultural Harmony Plan 2019–2029. The plan demonstrates the City's commitment in building a welcoming and inclusive community for all Richmond residents. The City can further demonstrate this commitment by joining in a statement of solidarity with refugees, alongside 200 other cities in the world.


Dorothy Jo
Inclusion Coordinator
(604-276-4391)

Att. 1: UNHCR Cities #WithRefugees Statement

Please consider supporting #WithRefugees Campaign by joining the Cities #WithRefugees initiative. The Cities #WithRefugees initiative seeks to amplify the efforts of cities who are creating inclusive communities where everyone can live in safety, become self-reliant, and contribute to and participate in their local community.

UNHCR through its #WithRefugees Campaign will showcase the solidarity that so many cities around the world have demonstrated towards refugees. The Cities #WithRefugees statement of solidarity was released on World Refugee Day 2018 on June 20th with 60 cities signing the statement. ***Cities can continue to sign onto the document to send a strong message of global grass roots solidarity for families forced to flee [here](#).***



Cities #WithRefugees Statement

We, mayors and local authorities from around the world, stand #WithRefugees. The role of towns, cities and counties in creating inclusive communities and promoting hope has never been as important.

Today, over 25 million people worldwide are living outside their countries to escape violence and persecution. Refugees leave nearly everything behind to seek safety: their homes, their jobs, and sometimes even their families. Despite the unimaginable sacrifices refugees make to find safety, many keep their hopes and dreams for the future. Refugees' will to survive and their drive to help their families and communities prosper are not easily extinguished by adversity.

When refugees arrive to a new country, nearly two out of three settle in an urban area. As cities, we are undeniably at the forefront of refugee crises, and our communities benefit from their tenacity and courage. Welcoming refugees creates opportunities for economic, civic and social growth. The diversity of experiences and ideas refugees bring spurs creativity and innovation. For example, both Albert Einstein and Sergey Brin were refugees. Their contributions did not just change our communities; they changed the course of human history.

As cities, we are constantly working to improve our infrastructure, services, and administrative systems in order to meet governance challenges, such as incorporating large inflows of new residents. This work is critical to our shared future. As leaders, we have a responsibility to receive and include new residents with care in order for our cities to become stronger and more resilient to change. Ultimately, those among us who rise to this call for leadership will reap the benefits of societies that are the most productive, the most modern, and the most filled with promise.

As local authorities, we shoulder the enormous responsibility of providing access to housing, health care, education, skills training, and employment opportunities for newcomers and long-term residents alike. Solutions to refugee crises start at the local level and require that everyone plays a part: every city, every neighbourhood, and every individual can contribute. As leaders, we must create spaces where everyone can live in safety, become self-reliant, and contribute to and participate in their local community.

The vital work that cities do can be a model for others, forging a path forward as national governments create and adopt a Global Compact on Refugees to strengthen international crisis response. Our work as mayors and city authorities is primarily local, but when we are united in purpose with each other and our refugee residents, the impact of our solidarity will be global.

Join us and stand #WithRefugees. Together we can make a world of difference.

Aix-les-Bains, France
Albury City, Australia
Altena, Germany
Amsterdam, Netherlands
Ann Arbor, MI, USA
Athens, Greece
Bankstown, Australia
Barcelona, Spain
Berbera, Somaliland/Somalia
Berlin, Germany
Bosaso-district, Somalia
Bradford, UK
Braga, Portugal
Brighton, UK
Bristol, UK
Brussels, Belgium
Byron, Australia
Cardinia, Australia
Casino, Australia
Chicago, IL, USA
Chula Vista, CA, USA
Dallas, TX, USA
Darebin, Australia
Dire Dawa, Ethiopia
Evanston, IL, USA
Galway, Ireland
Greater Dandenong, Australia
Hargeisa, Somaliland
Hobart, Australia
Jackson, WY, USA
Kalumbila town Council, Zambia
Kampala, Uganda
Kortrijk, Belgium
Lane Cove, Australia
Leicester, UK
Livadia, Greece
Ljubljana, Slovenia

London, England
Los Angeles, CA, USA
Madison, WI, USA
Madrid, Spain
Manchester, UK
Melbourne, Australia
Mexico City, Mexico
Milan, Italy
Mogadishu, Somalia
Montevideo, Uruguay
Montgomery County, MD, USA
Namur, Belgium
New York, NY, USA
Nicosia, Cyprus
Paterson, NJ, USA
Philadelphia, PA, USA
Providence, RI, USA
Queanbeyan, Australia
Randwick, Australia
Rochester, NY, USA
Ryde, Australia
Saltillo, Mexico
São Paulo, Brazil
Saskatoon, Canada
Sheffield, UK
South Orange, NJ, USA
St. Louis, MO, USA
St. Paul, MN, USA
Sydney, Australia
Torino, Italy
Toronto, Canada
Union City, CA, USA
València, Spain
Vancouver, Canada
Victoria, Canada
Vienna, Austria
Warsaw, Poland
Whittlesea, Australia