



**General Purposes Committee
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road**

**Monday, May 6, 2024
4:00 p.m.**

Pg. # ITEM

MINUTES

GP-3 *Motion to adopt the **minutes** of the meeting of the Special General Purposes Committee held on April 22, 2024.*

PLANNING AND DEVELOPMENT DIVISION

- 1. AMENDMENT TO THE APPOINTMENT OF AN APPROVING OFFICER**

(File Ref. No. 01-0172-02) (REDMS No. 7649221)

GP-6 **See Page GP-6 for full report**

Designated Speaker: Joshua Reis

STAFF RECOMMENDATION

That the appointment of Joe Erceg as Approving Officer for the City, as per Council Resolution S03/5-02, adopted by Council on October 20, 2003, be rescinded.

General Purposes Committee Agenda – Monday, May 6, 2024

Pg. # ITEM

ENGINEERING AND PUBLIC WORKS DIVISION

2. **WATER CONSERVATION PROGRAM UPDATE**
(File Ref. No. 10-6060-02-01) (REDMS No. 7657676)

GP-8

See Page GP-8 for full report

Designated Speaker: Jason Ho

STAFF RECOMMENDATION

That the staff report titled Water Conservation Program Update , dated April 10, 2024, from the Director, Engineering be received for information.

COUNCILLOR BILL MCNULTY

3. **CLARIFICATION OF WALL OF FAME POLICY**
(File Ref. No.)

GP-14

See Page GP-14 for background materials

MOTION

That the current number 4 be deleted and that point 4 of the Richmond Sports Wall of Fame Policy 8711 be updated to read, “Inductees must have Richmond residency and have made a contribution to the Richmond Community.”

ADJOURNMENT



Special General Purposes Committee

Date: Monday, April 22, 2024

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the General Purposes Committee held on April 15, 2024, be adopted as circulated.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

1. **SUPPORT FOR NON-PROFIT ORGANIZATIONS PROVIDING MEALS TO FOOD INSECURE INDIVIDUALS IN RICHMOND**

(File Ref. No. 08-4055-01) (REDMS No. 7600831)

In response to queries from Committee, staff advised that (i) the Health, Social and Safety (HSS) Grant criteria will be reviewed to determine the appropriate allocation of resources based on community needs and priorities prior to the next application intake in September 2024, (ii) they will work with organizations during the 2025 HSS Grant cycle to help develop and

1.

General Purposes Committee
Monday, April 22, 2024

submit applications that reflect the overall funding needs of the programs and meet the requirements of the HSS Grant program, and staff will share information regarding possible external funding sources, (iii) St. Alban's Anglican Church and Pathways Clubhouse were the two organizations involved in homeless and/or food security initiatives that applied for HSS Grants that did not receive full funding of their HSS Grant applications in 2024, and (iv) the intake period for the HSS Grants is usually in mid-September and is posted on the City website in addition to the issuance of a news release.

Discussion ensued regarding the role of Vancouver Coastal Health in the City's supports toward homelessness and food security initiatives.

It was moved and seconded

- (1) *That the Health, Social and Safety Grant criteria be reviewed to determine the appropriate allocation of resources based on community needs and priorities and that staff report back prior to the next application intake in September 2024;*
- (2) *That one-time funding of \$54,560 be provided to Church on Five to support its After Hours Outreach Program in keeping with the terms of the Health, Social and Safety Grant Program Guidelines as described in the report titled "Support for Non-Profit Organizations Providing Meals to Food Insecure Individuals in Richmond" by the Acting Director, Community Social Development;*
- (3) *That one-time funding of \$12,210 be provided to St. Alban's Anglican Church and one-time funding of \$24,097 be provided to Pathways Clubhouse towards their respective 2024 food security initiatives in keeping with the terms of the Health, Social and Safety Grant Program Guidelines as described in the report titled "Support for Non-Profit Organizations Providing Meals to Food Insecure Individuals in Richmond" by the Acting Director, Community Social Development; and*
- (4) *That a letter be written to senior levels of government, including the Premier of British Columbia; Minister of Housing; Minister of Diversity, Inclusion and Persons with Disabilities; Minister of Families, Children and Social Development; Minister of Housing; Minister of Social Development and Poverty Reduction; Attorney General; Richmond's Members of Parliament and Members of the Legislative Assembly; and BC Housing, to advocate for increased sustainable funding to support municipalities in responding to the growing homelessness and food insecurity in communities.*

CARRIED

General Purposes Committee
Monday, April 22, 2024

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:14 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, April 22, 2024.

Mayor Malcolm D. Brodie
Chair

Shannon Unrau
Legislative Services Associate



City of Richmond

Report to Committee

To: General Purposes Committee
From: Joshua Reis
Program Manager, Development

Date: April 12, 2024
File: 01-0172-02/2024-
Vol 01

Re: Amendment to the Appointment of an Approving Officer

Staff Recommendation

That the appointment of Joe Erceg as Approving Officer for the City, as per Council Resolution S03/5-02, adopted by Council on October 20, 2003, be rescinded.

Joshua Reis, MCIP, RPP, AICP
Program Manager, Development
(604-204-8653)

JR:ps

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

Staff Report

Origin

The current appointments to the position of Approving Officers are: Wayne Craig, General Manager, Planning and Development (formerly Director, Development) and Paul Sandhu, Approving Officer/ Program Manager, Subdivision and Servicing, responsible for the day-to-day functions of the Approving Officer. In the case of their absence, Joshua Reis, Program Manager, Development and Suzanne Smith, Program Manager, Development and Joe Erceg (formerly General Manager, Planning and Development) are also appointed as an Approving Officer.

This Staff Report seeks to amend the Approving Officer appointments to reflect a change in staffing resulting from a staff retirement.

Analysis

The authority for Council to appoint an Approving Officer is found in Section 77 of the *Land Title Act*. The role of the Approving Officer is to review and approve or deny subdivision or consolidation of land within the City. The position of the Approving Officer is best handled by management staff involved in the day-to-day activities of the Development Applications Department. It is typical practice for municipalities to assign Deputy Approving Officers to provide back up coverage during vacations and absences.

Joe Erceg was originally appointed as an Approving Officer by Council on October 20, 2003, and had served as a back up to the day-to-day approval activities of the current appointed Approving Officers. As Joe Erceg has recently retired from the City of Richmond, his appointment as an Approving Officer for the City should be rescinded, in order to clarify current Approving Officer appointments.

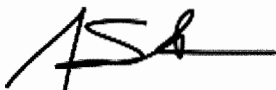
Accordingly, the City's Approving Officer would formally be Wayne Craig, with the day-to-day approvals handled by Paul Sandhu with back up by Joshua Reis and Suzanne Smith.

Financial Impact

None.

Conclusion

As a result of a staff retirement, it is recommended that Joe Erceg's appointment to the position of Approving Officer be rescinded.



Paul Sandhu, DiplT, AScT
Program Manager, Subdivision and Servicing
(604-276-4237)

PS:js



City of Richmond

Report to Committee

To: General Purposes Committee

Date: April 10, 2024

From: Milton Chan, P.Eng
Director, Engineering

File: 10-6060-02-01

Re: Water Conservation Program Update

Staff Recommendation

That the staff report titled “Water Conservation Program Update”, dated April 10, 2024, from the Director, Engineering be received for information.

Milton Chan, P.Eng
Director, Engineering
(604-276-4377)

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

Staff Report

Origin

Over the last few decades, the City has experienced significant population growth. Drier weather conditions are also being seen during summer months due to climate change. This has placed increased demands on the City's water supply system. To address the increased demands, the City has implemented a water conservation program to inform, educate, and encourage residents and businesses to conserve water.

The City's water conservation program consists of a multi-pronged approach to encourage the efficient use of water. The program includes water metering, water pressure management, water use restrictions, leak reduction and detection, and toilet rebate and rain barrel programs. The purpose of this report is to provide Council with an update on the water conservation program.

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the city.

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.

Analysis

In recent years, extended periods of drought conditions have occurred throughout the Province due to climate change, contributing to increased water supply demands. Snow depth levels in southern BC have also been trending downwards in recent decades. For 2024, the Province has advised that there are elevated drought hazards for this upcoming spring and summer, and average provincial snowpack levels were 63% of normal as of April 1, 2024. Since Metro Vancouver's water supply depends on both snowmelt and rainwater, the City has prioritized water conservation initiatives to continue providing a high level of water service to residents and businesses.

Water Metering Program

The benefits of water metering include improved equity, water conservation, leak detection, improved data analysis, and a reduced load on the sanitary sewer system. Since the inception of the City’s water metering program in 2003, the City’s total water use has decreased by 14% despite an increase in population of 32%. The City has made significant advances in water metering since the program was first introduced. Approximately 83% of the City’s water use is currently metered. Currently, all single-family and industrial, commercial and institutional properties are metered, and approximately 60% of multi-family units are metered.

Multi-Family Water Meter Program

Mandatory metering of new multi-family complexes began in 2005, and 395 complexes (22,143 dwelling units) have been metered under this program. Voluntary metering of existing multi-family complexes began in 2010. In 2017, Council endorsed an advanced voluntary multi-family water meter program to encourage a higher rate of adoption. Through these voluntary programs, 153 complexes (9,458 dwelling units) have been metered. The voluntary program was converted to a universal program in 2022 to accelerate the metering of multi-family complexes and further enhance water conservation in the City. Through the universal multi-family water meter program, 26 complexes (2,373 dwelling units) have been metered as of January 2024.

As part of the multi-family water meter program, staff have hosted several presentations and information sessions to engage residents. The program includes a five-year guarantee, which ensures that newly metered customers will not pay more than the flat rate for five years after the installation of a new water meter. This provides residents with the opportunity to fix potential leaks in private water systems and adjust consumption habits without the risk of incurring a higher utility fee.

To date, approximately 60% of multi-family dwellings have been metered through the voluntary and universal programs. Ninety-eight percent (98%) of these multi-family dwellings saved money in 2023, with an average saving of 48% as compared to the flat rate. Table 1 below summarizes the multi-family residential inventory and the associated water metering status as of January 2024.

Table 1. Multi-Family Inventory

Type	Number of Complexes	Number of Units	Number of Complexes Metered	Number of Units Metered	% of Units Metered
Townhouse	673	18,506	351	8,633	47%
Apartment	354	38,313	223	25,341	66%
Total	1,027	56,819	574	33,974	60%

Through the 2022 Utility Budgets and Rates Report, Council endorsed an annual capital funding amount of \$3M to support the multi-family water meter program. This funding level will permit the universal multi-family meter program to be largely accomplished by 2039. Additional funding required to support the universal multi-family metering may be requested as part of future budget processes.

Fixed Base Water Meter Readings

To enhance the collection of water consumption data from metered customers, Council endorsed the universal deployment of a fixed base water meter reading network through the 2017 capital budget process. The network facilitates automated data collection, reduces costs and carbon emissions associated with manually reading water meters, allows staff to gather real-time consumption data, assists customers in identifying water consumption habits, and enhances revenue forecasting to inform the utility budget process. The network deployment was completed in 2019, and optimization of the network was completed in 2022. The fixed base network covers the entire urban area in Richmond and is utilized for over 95% of Richmond’s water meter inventory.

With the deployment and optimization of the fixed base network, the City has achieved significant improvements in water conservation. This has allowed the City to reduce its Metro Vancouver water purchase costs by \$15M in 2023. These savings are a strong indication that the City’s water metering initiatives have significantly reduced water consumption, thereby improving water conservation.

Figures 1 and 2 show Richmond’s per capita water consumption since 2006.

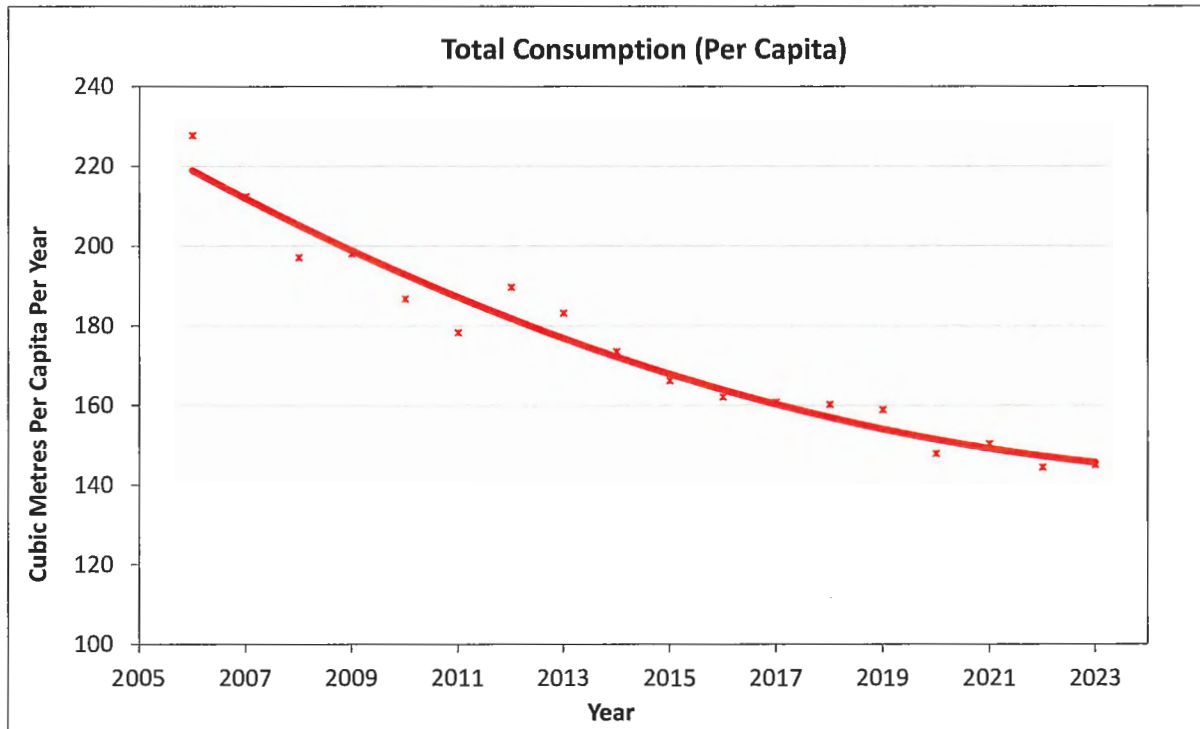


Figure 1: Total Consumption Per Capita

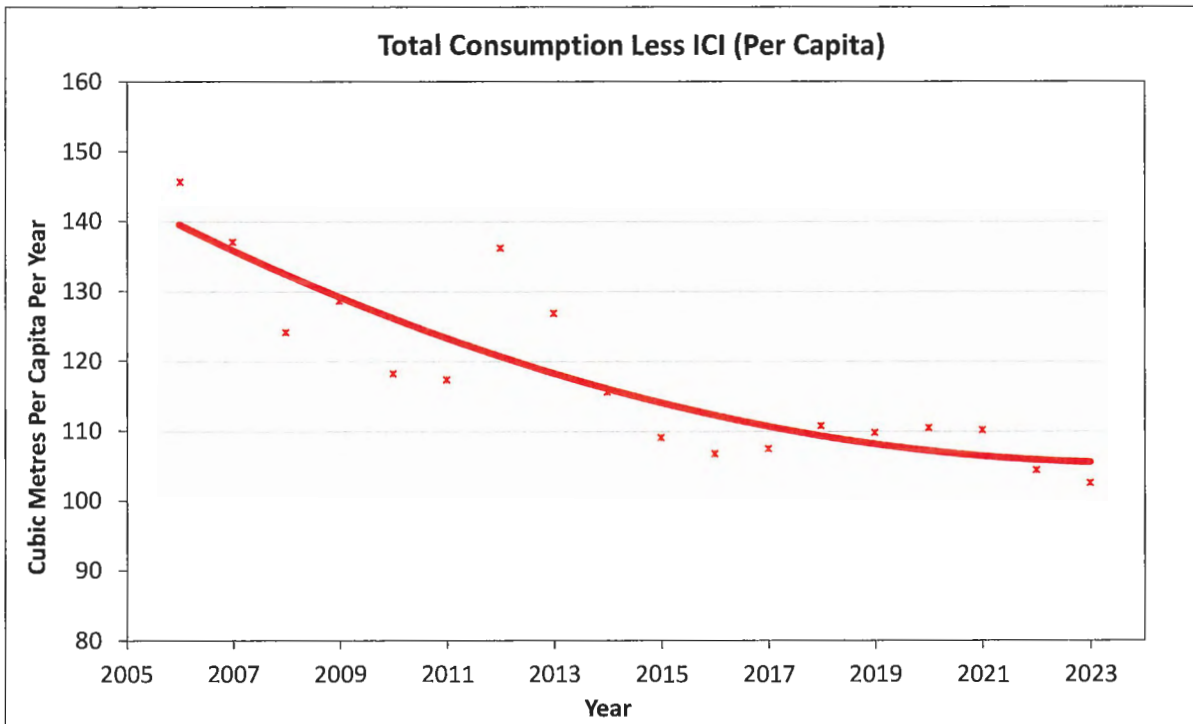


Figure 2: Total Consumption (Less Industrial, Commercial and Institutional) Per Capita

Water Pressure Management Program

To reduce water losses and extend the service life of the City’s water supply infrastructure, the City has implemented an innovative water pressure management program. Through this program, pressure reducing stations are used to adjust the City’s water supply in accordance with the daily and seasonal variations in water usage. Water pressure is typically maintained at higher levels during periods of high water demand (i.e., drier conditions during summer months), and adjusted to lower levels during periods of low water demand (i.e., during overnights and winter months). The program helps conserve water, reduce leakage, and protect water supply infrastructure from potential damage caused by excessive water pressure.

Leak Reduction and Detection Programs

The City’s leak reduction and detection programs help reduce water losses associated with leaks in private and City-owned water systems. The leak reduction program involves using the fixed base water meter reading system to detect properties with continuous water consumption. Staff review this data and educate property owners about their continuous water usage, which could indicate a leak in their private water system. Through this program, leaks can be detected earlier than when they become visible or obvious, thereby reducing unnecessary water losses in private water systems.

The leak detection program involves the use of noise loggers to measure sound frequencies in City-owned water infrastructure to identify non-visible leaks. This allows non-visible leaks to be heard and recorded, and infrastructure to be proactively repaired to prevent further water loss.

Water Use Restrictions

In 2011, Council adopted the Water Use Restriction Bylaw No. 7784 to regulate the use of lawn and vegetation watering during periods of high demand, water shortages and emergencies in accordance with Metro Vancouver's Drinking Water Conservation Plan. The bylaw outlines staged water restrictions that come into effect following Metro Vancouver's stage declaration. The bylaw also supports the strategies in Metro Vancouver's Drinking Water Management Plan to ensure that drinking water is used in a sustainable manner.

Since 2022, the City has participated in a summer support program to support Metro Vancouver's water use restrictions. Through this program, staff have prepared communications material, which includes information bulletins, website updates, and social media posts, to inform residents and businesses about the importance of water conservation during dry periods. Staff also maintain proactive communication with Metro Vancouver during the summer support program, and provide residents and businesses with advance notice as water restriction stage changes come into effect.

Toilet Rebate and Rain Barrel Programs

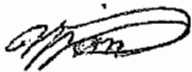
To further promote efficient water use, the City provides customers with water conservation kits that include low-flow showerheads, faucet aerators, toilet fill cycle diverters, toilet leak detection tablets, and educational water conservation tools. In addition, the City has a toilet rebate program that encourages residents to replace high-volume toilets with low-flush toilets, and a rain barrel program that encourages homeowners to collect and store rainwater for outdoor re-use. In 2023, the City provided 355 toilet rebates and 123 rain barrels to Richmond residents.

Financial Impact

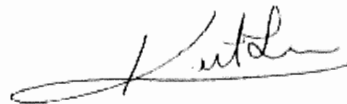
None at this time.

Conclusion

The City of Richmond continues to be a leader in water conservation initiatives through water metering, water pressure management, water use restrictions, leak reduction and detection, and toilet rebate and rain barrel programs. Staff will continue to advance these programs to further enhance water conservation in Richmond, and will provide updates to Council as required.



Manraj Gill, EIT
Senior Project Manager, Engineering Planning
(604-244-1281)



Keith Lam, P.Eng., PMP
Project Manager, Engineering Planning
(604-204-8516)

MG:kckl

Clarification of Wall of Fame Policy- Motion from Cllr. Bill McNulty

Background:

As a member of the Richmond Sports Wall of Fame Committee since its inception in 2014, the issue of residency of nominees has often been a topic of discussion. It would be helpful to the Committee to have more direction from Council on this issue. In particular, both Richmond residency and contributions to the community are hand in hand in what makes someone a suitable candidate for the Wall of Fame. However, the Council approved policy for the Committee (the TOR) does not necessarily make this clear. The Policy currently states the following:

4. Inductees must have residency or strong connection to the Richmond Community. Preference will be given to individuals who lived in Richmond during their participation in either their sport or related activities.

In order to provide the Committee clearer direction in alignment with what is important to Council, I am making the following motion:

That the current number 4 be deleted and that point 4 of the Richmond Sports Wall of Fame Policy 8711 be updated to read, "Inductees must have Richmond residency and have made a contribution to the Richmond Community."

Of course, as always Council may make exceptions to the Policy at any time as there may be any number of individual circumstances. However, this change to the Policy will assist the Committee in its decision making and recommendations to Council for inductees to the Richmond Sports Wall of Fame.



Adopted by Council: October 14, 2014

Amended by Council: February 23, 2015, June 13, 2016, July 10, 2017, July 24, 2017

POLICY 8711:

It is Council policy that:

1. The Richmond Sports Wall of Fame located at the Richmond Olympic Oval will showcase Richmond's sporting history.
2. Inductees to the Wall of Fame may come from any sport or related activities. For the purposes of this policy, "Sport" is defined as any competitive, physical activity governed by a specific set of rules.
3. Inductees to the Richmond Sports Wall of Fame will be approved by Council based on recommendations from a Nominating Committee.
4. Inductees must have residency or strong connection to the Richmond community. Preference will be given to individuals who lived in Richmond during their participation in either their sport or related activities.
5. Inductees will be nominated in one or more of the following eight categories:
 - a. Athlete
 - b. Masters Athlete
 - c. Team
 - d. Builder
 - e. Official
 - f. Coach
 - g. Pioneer
 - h. Special Achievement
6. Inductees will be invited to an Induction Ceremony to be held a minimum of every three years.