



**General Purposes Committee  
Electronic Meeting**

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

**Monday, June 19, 2023  
4:00 p.m.**

Pg. #      ITEM

**MINUTES**

**GP-5**      *Motion to adopt the **minutes** of the meeting of the General Purposes Committee held on June 5, 2023.*



**DELEGATION**

1.    (1)    Dr. Meena Dawar to provide an update on number of overdose deaths in Richmond, how the Province is implementing the “health care first” approach after decriminalization of illicit drugs, and number of overdoses are occurring in residential homes compared to those on the street or in modular housing.

**COMMUNITY SAFETY DIVISION**

2.    **TOUCHSTONE FAMILY ASSOCIATION RESTORATIVE JUSTICE  
ANNUAL PERFORMANCE OUTCOME EVALUATION REPORT**  
(File Ref. No. 03-1000-05-069) (REDMS No. 7185084)

**GP-7**

**See Page GP-7 for full report**

*Designated Speaker: Douglas Liu*

## General Purposes Committee Agenda – Monday, June 19, 2023

Pg. #      ITEM

### STAFF RECOMMENDATION

*That the staff report titled “Touchstone Family Association Restorative Justice Annual Performance Outcome Evaluation Report” dated May 9, 2023 from the General Manager, Community Safety, be received for information.*

☐

3.      **PROPOSED AMENDMENT TO BYLAW ENFORCEMENT OFFICER BYLAW NO. 9742**

(File Ref. No. 12-8375-01) (REDMS No. 7198574)

GP-35

See Page GP-35 for full report

*Designated Speaker: Mark Corrado*

### STAFF RECOMMENDATION

*That Bylaw Enforcement Officer Bylaw No. 9742, Amendment Bylaw No. 10462 be introduced and given first, second and third readings.*

☐

4.      **EXPANDING THE INTER-MUNICIPAL TNS BUSINESS LICENCE**

(File Ref. No. 12-8375-01) (REDMS No. 7208159)

GP-39

See Page GP-39 for full report

*Designated Speaker: Mark Corrado*

### STAFF RECOMMENDATION

(1)      *That Inter-Municipal Business Licence Agreement Bylaw No. 10134, Amendment Bylaw No. 10468, to expand the participating municipalities for ride-hailing services, be introduced and given first, second and third readings; and*

(2)      *That Inter-Municipal Business Licence Bylaw No. 10159, Amendment Bylaw No. 10471, with minor housekeeping revisions, be introduced and given first, second and third readings.*

☐

5. **SEASONAL PATIO & EXTENSION OF SERVICE HOURS - EMPEROR'S KITCHEN LTD. DBA: GRILL PARTY - 120 – 8511 ALEXANDRA RD., RICHMOND, BC**  
(File Ref. No. 12-8275-30-001) (REDMS No. 7225768)

GP-54

See Page GP-54 for full report

*Designated Speaker: Mark Corrado*

STAFF RECOMMENDATION

- (1) *That the application from Emperor's Kitchen Ltd. doing business as: Grill Party, for an amendment to Food Primary Liquor Licence No. 305936 requesting:*
- (a) *An addition of a Seasonal Patio area to permit liquor and food service between April 1 and October 31 each year with 20 seats;*
  - (b) *Total person capacity to remain the same at 98 occupants; and*
  - (c) *An increase to hours of liquor service currently set at Monday to Sunday, 9:00AM to Midnight, be supported for change to Monday to Sunday, 9:00 AM to 2:00 AM, be supported; and*
- (2) *That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A (Attachment 1 ), advising that Council recommends the approval of the licence amendments for the reasons that these amendments have been determined, following public consultation, to be acceptable to the neighbouring community.*



COMMUNITY SERVICES DIVISION

6. **PILOT PROJECT FOR THE CONSUMPTION OF ALCOHOL IN PUBLIC PARKS**  
(File Ref. No. 11-7200-20-01) (REDMS No. 7238902)

GP-63

See Page GP-63 for full report

*Designated Speakers: Alex Kurnicki & Mark Corrado*

## General Purposes Committee Agenda – Monday, June 19, 2023

Pg. #

ITEM

### STAFF RECOMMENDATION

*That a Bylaw be drafted to permit the implementation of a Pilot Project for the consumption of liquor in designated areas in a limited number of City of Richmond parks as detailed in the report "Pilot Project For the Consumption of Alcohol in Public Parks," dated May 25, 2023, from the Directors of Parks Services and Community Bylaws.*

☐

### PLANNING AND DEVELOPMENT DIVISION

#### 7. RICHMOND ACCESSIBILITY ADVISORY COMMITTEE 2023 WORK PROGRAM

(File Ref. No. 08-4055-05) (REDMS No. 7225033)

GP-80

See Page GP-80 for full report

*Designated Speaker: Melanie Burner*

### STAFF RECOMMENDATION

*That the proposed work plan for the Richmond Accessibility Advisory Committee as outlined in the staff report titled "Richmond Accessibility Advisory Committee 2023 Work Program," dated May 19, 2023, from the Director, Community Social Development, be approved.*

☐

### ADJOURNMENT

☐



## General Purposes Committee

Date: Monday, June 5, 2023

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Carol Day  
Councillor Laura Gillanders (by teleconference)  
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 4:01 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on May 15, 2023, be adopted as circulated; and*

*That the minutes of the Special meeting of the General Purposes Committee held on May 23, 2023, be adopted as circulated.*

**CARRIED**

### DELEGATION

1. Sharon Petty, Chief Project Officer and Executive Director, Richmond Hospital Redevelopment, provided an overview and status update of Richmond Hospital redevelopment project. A brief PowerPoint presentation was provided (copy on-file, City Clerk's Office) highlighting the four phases and timeline of the project.

## General Purposes Committee

Monday, June 5, 2023

---

Ms. Petty noted the project will rejuvenate the Richmond Hospital and expand community services. The new nine-storey acute care tower will provide a new intensive care unit, pharmacy, expanded and fully equipped medical imaging department, short stay pediatrics department, expanded emergency, expanded operating rooms, almost triple the space for pre and post surgical care, and developing an additional 113 new beds. It was further noted the hospital will remain at full service capacity throughout the four phases of redevelopment, anticipated to be fully completed in 2031.

In response to queries from the Committee, Ms. Petty noted that (i) there are limited information signage of project at this point, however an expansion of public communication and engagement, including a public town hall will occur in the fall, (ii) the current north tower will be demolished and replaced with green space, (iii) parking capacity will increase by approximately 100 stalls, (iv) project staff will meet regularly with City staff to review and mitigate concern expressed regarding the potential impact to sensitive areas of Minoru Park from the construction of the new building, and (v) City staff are invited to participate in reviewing RFP documents to ensure the is wording and language in the documents the proponents can refer to regarding the impact of the facility on the neighbouring properties.

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:13 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, June 5, 2023.

---

Mayor Malcolm D. Brodie  
Chair

---

Lorraine Anderson  
Legislative Services Associate



# City of Richmond

## Report to Committee

---

**To:** General Purposes Committee **Date:** May 9, 2023  
**From:** Cecilia Achiam **File:** 03-1000-05-069/Vol 01  
General Manager, Community Safety  
**Re:** **Touchstone Family Association Restorative Justice Annual Performance Outcome Evaluation Report**

---

### Staff Recommendation

That the staff report titled "Touchstone Family Association Restorative Justice Annual Performance Outcome Evaluation Report" dated May 9, 2023 from the General Manager, Community Safety, be received for information.

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

Att. 1

REPORT CONCURRENCE	
<b>ROUTED To:</b>	<b>CONCURRENCE</b>
RCMP	<input checked="" type="checkbox"/>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 
<b>APPROVED BY CAO</b> 	

## Staff Report

### Origin

This report is to provide Council with information regarding the Touchstone Family Association's (Touchstone) annual report on the outcome and evaluation of the Richmond Restorative Justice Program in 2022.

Touchstone is a non-profit community-based organization that has been providing services focused on preserving and enhancing family relationships since 1983. In 2008, the City entered into a three-year partnering contract with Touchstone for it to provide restorative justice services in the City. The partnering contract was renewed five times (2011, 2014, 2017, 2020 and 2023) and the current contract will expire on December 31, 2025.

As a condition of this partnership, Touchstone is required to report to Council annually on:

- the restorative justice annual budget for the upcoming year;
- the restorative justice revenues and expenditures from the previous year;
- performance indicators including the number of referrals, forums and completed resolution agreements;
- milestones and achievements; and
- participants' satisfaction survey.

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

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

### Analysis

Under the *Youth Criminal Justice Act*, police officers must consider extrajudicial measures for young offenders who have no prior criminal records and have committed low severity and non-violent crimes. Extrajudicial measures are alternatives to the criminal justice system, such as courts, to holding young offenders accountable for their actions. Unlike the traditional criminal justice system, which commonly involve punishing the offenders, extrajudicial measures are social justice approaches that focus on repairing the harm caused by criminal behaviors and rebuilding relationships to foster healing. Extrajudicial measures have proven to help reduce youth recidivism and provide positive reinforcement of good behaviour in the community. Young offenders who accept and complete extrajudicial measure programs would be spared from having criminal records.



In Richmond, there are two extrajudicial measures programs. They are:

1. the Youth Intervention Program, which is a counselling program offered by City staff at the City Centre Community Police Offices under the direction of the Richmond Detachment; and
2. the Restorative Justice Program (RJ Program), which is a Richmond program offered by Touchstone that places emphasis on accountability and problem solving as a way of addressing harm for non-violent crimes.

The objective of the RJ Program is provide an opportunity for offenders to address their behaviour, recognize the pain and suffering they have caused to others and accept accountability for their actions. The RJ Program aims to facilitate a constructive process where both the victims and the offenders actively participates in finding a resolution agreement.

#### Touchstone's Restorative Justice Program

The RJ Program is a volunteer-based program managed by a regular full-time Touchstone coordinator. Upon receiving referral files from the Richmond Detachment, Touchstone staff carefully assess each referral to determine the appropriate restorative justice method to proceed. This may involve non-scripted comprehensive victim-offender conferencing for complicated offences or utilizing scripted community justice forums processes for less serious offences. Touchstone staff also provide training and information sessions at Richmond Detachment briefings to foster relationship with the RCMP for referrals to the RJ Program. Building community awareness is a Touchstone strategic priority.

#### Touchstone's Performance in the Restorative Justice Program

The performance of the RJ Program is provided in the 2022 Restorative Justice Outcome Evaluation Report (2022 RJ Report), which include summarized activities, statistics and survey results (Attachment 1).

The number of referrals received by Touchstone fluctuates from year-to-year, depending on the number of youth-related crimes occur each year and the investigators' discretion to refer young offenders to the RJ Program. Between 2018 and 2022, 145 offenders participated in the RJ Program and 10 referrals were made in 2022. The majority of the referrals were for minor offence such as theft and mischief.

The number of referrals in 2022 was below that of previous years due to the slow lifting of pandemic restrictions and turnover of members at the Richmond Detachment Youth Section. These factors resulted in knowledge gaps of available extrajudicial programs for members. Additionally, an RCMP policy requires explicit consent from all participants<sup>1</sup> of a file before it can be officially referred to Touchstone, which may limit potential opportunities. However, the RJ Program has maintained a high success and completion rate at 96 per cent with 119 completed resolution agreements out of a total of 124 over five years. Additional performance metrics are provided in Table 1 below.

---

<sup>1</sup> The offender and their family, the victim and their family, and other compulsory parties.

**Table 1:** Statistics of Touchstone Performance Metrics between 2018 and 2022

<b>Total Number of:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>Total</b>
Offenders <sup>2</sup>	43	39	21	28	14	145
Referrals	34	27	17	20	10	108
RJ Program Process	38	26	15	23	9	111
Resolution Agreements	39	31	15	26	13	124
Completed Resolution Agreements	38	31	13	22	15	119

To address the referral challenges, City staff have initiated proactive measures in 2023 by meeting with the RCMP and Touchstone. With the support of the Officer-in-Charge, Touchstone will regularly attend new member briefings at the Richmond Detachment to provide information on the RJ Program. Additionally, the Supervisor of Youth Services (a City employee working in the Richmond Detachment) will focus on streamlining the process to obtain express consent from all participants, with an aim to enhance referrals rates. Lastly, Touchstone will increase the frequency of engagements with the Richmond Detachment Youth Section, meeting on a monthly basis, to further promote the RJ Program and maintain program awareness. These proactive initiatives are expected to increase the number of referrals to the RJ Program in 2023.

A three-year recidivism analysis was conducted by the Richmond Detachment indicated that participants who completed the RJ Program had a recidivism rate of approximately 11 per cent<sup>3</sup>; while those who did not complete the program exhibited recidivism rates ranging from approximately 35 to 50 per cent. According to a publication from the BC Justice and Public Safety Council, the recidivism rate for youth from 2005 to 2010 was approximately 50 per cent<sup>4</sup>. These findings indicate that the RJ Program has made a positive impact, as young offenders who have completed the program are less likely to reoffend.

### **Financial Impact**

None.

<sup>2</sup> One important aspect to note is that a single referral can involve multiple offenders. The decision to make referrals rests with the RCMP investigators, who evaluate the criminal files they possess. However, it is crucial to understand that each file can encompass multiple individuals (offenders) who may participated in the same criminal event.

<sup>3</sup> A low recidivism rate signifies a reduced likelihood of reoffending among the same offender after successfully completing the RJ Program.

<sup>4</sup> Province-wide research and data on youth recidivism are very limited. The data from the BC Justice and Public Safety Council is sourced from the BC Corrections Operations Network (CORNET).

## **Conclusion**

The RJ Program is an extrajudicial measure that strengthens the social health and independence of families and children through effective intervention and support. The RJ Program has demonstrated a positive impact on young offenders, as evidenced by low recidivism rates among participants who have successfully completed the RJ Program. The number of referrals in 2022 experienced a decline due to pandemic restrictions and turnover of RCMP members. In response, the RCMP and Touchstone have taken proactive steps to enhance awareness of the RJ Program within the Richmond Detachment. With the removal of pandemic restrictions, it is anticipated that the referral will gradually to return to pre-pandemic levels.

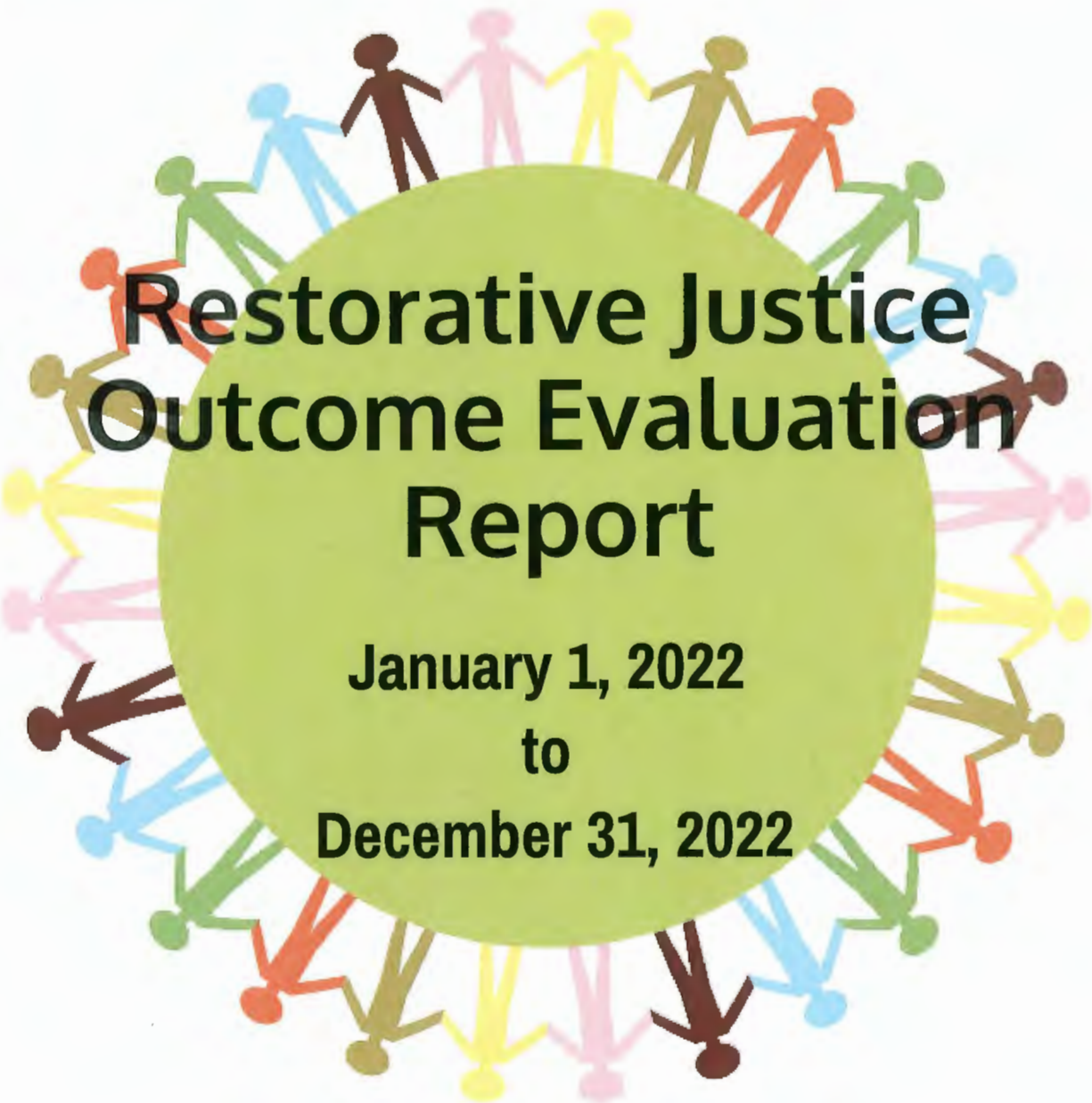


Douglas Liu  
Manager, Community Safety Policy and Programs  
(604-276-4004)

Att. 1: Restorative Justice: Performance Evaluation Report January 1, 2022 to December 31, 2022 by Touchstone Family Association



**Touchstone Family Association**  
Strengthening Family • Building Community



# Restorative Justice Outcome Evaluation Report

January 1, 2022  
to  
December 31, 2022

*Touchstone Family Association acknowledges that our work takes place on the ancestral land of the Coast Salish peoples, including the X̱məθkʷəy̓əm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish), and Seílwitulh (Tsleil Waututh) First Nations.*



# TOUCHSTONE AT A GLANCE

Touchstone Family Association is a non-profit society that has been providing services to children, youth and families in Richmond since 1983. Our services have primarily focused on preserving and enhancing family relationships and we offer a variety of services designed to meet the needs of children to ensure their optimum development.

Over 2900  
Children, youth and  
their families benefit  
from our services on  
an annual basis!



The Mission of the Association is:

"strengthening the social health and independence of families and children through effective intervention and support services."

The Vision of the Association is:

"Strong, self-reliant families, youth and children."

Our Objectives are:

- to establish and operate preventative services to children, youth and their families in the City of Richmond and surrounding Municipalities;
- to inform the residents of Richmond as to the importance of the services being provided to families.

**Our overall objective is to strengthen families by building community.**



Touchstone has been  
CARF Accredited  
since 2002.  
That's 20 years!



Touchstone  
has been  
supporting  
Restorative  
Justice since  
2004!





# Restorative Justice

## *Executive Summary*

---

At **Touchstone Family Association**, we pride ourselves on our responsiveness to the needs and wants of the community we serve. This comprehensive **Performance Outcome Evaluation Report** examines and demonstrates the performance and quality of services provided by our **Restorative Justice (RJ) Program** throughout 2022. It will also touch upon the impact the ongoing global pandemic has had on services.

This RJ program is built upon the principle of **Restorative Practice** - a social science that studies how to improve and repair relationships between people and communities. The purpose is to build healthy communities, increase social capital, decrease crime and most importantly, repair harm and mend relationships.

In 2004, the Restorative Justice Program was launched in partnership with the **Richmond RCMP**. In 2008, the **City of Richmond** provided funding for a full-time Restorative Justice Coordinator.

It is important to note that the **core funding** for Restorative Justice comes from the **City of Richmond** through the **Community Safety** operating budget. Touchstone continues to engage other levels of government regarding not only the need, but also the responsibility in cost-sharing this program across the three levels of government.

Restorative Justice receives \$4000 from the **Community Accountability Program (CAP)** funded by the province which is an increase of \$1500 effective 2020. This provides some funds for volunteer training and recruitment.

Touchstone was also successful again this year in obtaining funding from the province's **Civil Forfeiture** fund. Eligible Restorative Justice organizations currently receiving funding from the CAP program were invited to apply for \$30,000 to complement an existing RJ program. Touchstone was successful in receiving this grant for the third year in a row and thus has been able to continue offering **1:1 mentorship service** to youth participating in the RJ Program.

Touchstone continues to raise the profile of this extremely cost-effective alternative to court and is continuously seeking out funding partners and grant opportunities. Funding continues to be an ongoing challenge; however, we are very appreciative to the **City of Richmond** for not only its financial support, but also for believing in the **Restorative Philosophy** of understanding how it creates a safer and healthier community for everyone.

# What is Restorative Justice?



**Restorative Justice** is an alternative approach to our court system. Restorative Justice is a philosophy built on the cornerstone of community healing. Like community policing, it's a way of doing business differently. While our court system is adversarial and focused on punishment restorative justice encourages dialogue and responsibility for past behavior, while focusing on problem-solving and offender accountability.



Through this approach, victims and offenders are not marginalized as they are in the court system. Rather, both are invited to come together, so that the offender can be held accountable and the victim can receive reparation.



Through the restorative justice process, volunteer facilitators help offenders take responsibility for their crimes. Offenders are given the opportunity to recognize the people that they harmed and they are able to learn how others have been affected by their behavior. Furthermore, the offender can work with the victim to find ways to repair the damage that has been done.



Victims benefit greatly from a process, unlike court, where they can sit together with the offender and speak directly to him/her about the pain that they have endured. Through restorative justice, victims can get answers to their questions about the incident, and they can learn why it happened. Furthermore, they can share with the offender what needs to be addressed for healing to begin to take place.

While restorative justice provides everyone affected by crime the opportunity to gain closure from the incident, it also gives the community the chance to become closer and grow together through understanding, compassion and healing.

***Communities become healthier and safer as a result.***



# Program Features

“Volunteers do not necessarily have the time; they just have the heart.”

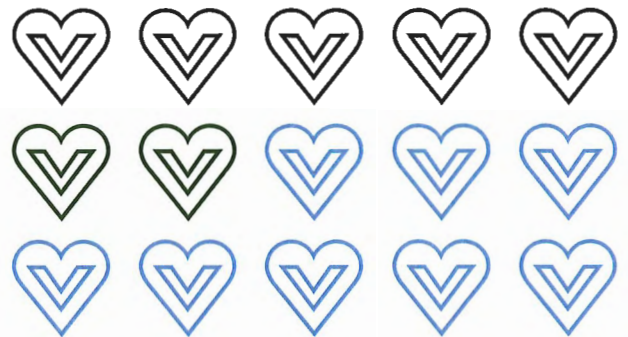


Touchstone Family Association's Restorative Justice program is a **volunteer-driven program**, staffed by one permanent, full-time coordinator.

**Recruitment, retention and training of volunteers are crucial to the success of the Restorative Justice Program.**

The Restorative Justice Coordinator engages all volunteer applicants in a formal interview process which includes a criminal record check and two reference checks and also takes into account several key criteria that may include, but are not limited to:

- Life experience
- Professional employment history
- Education
- Commitment to the program
- Experience / Confidence in leading a group discussion
- Flexibility
- Knowledge of Restorative Justice
- Experience/comfort level with conflict
- Oral and written skills



Given the intensity of the training and the role of the facilitator, it is important to recruit solid, committed individuals. Once the intensive interview process and reference checks are complete, volunteer applicants must successfully train in various restorative justice processes or applications. This includes community justice forums, where the volunteer applicants attend an intense 3-day training program. Once the volunteer applicant has achieved a certificate of training, he or she must earn accreditation by co-facilitating a minimum of five forums alongside and under the supervision of a certified mentor/facilitator. This is an approach that increases the volunteer's level of confidence and competency and enhances the program's commitment to quality assurance.

**In 2022, the Restorative Justice program was supported by 10 volunteers, in both facilitator and translation roles.**

Touchstone recognizes the commitments and contributions of its Restorative Justice Volunteers on a yearly basis, at our Annual General Meeting!



# Restorative Approaches & Outcomes

At the heart of **Restorative Justice** are its underlying values and principles, which propagate a variety of processes designed to meet the unique needs and circumstances of victims, first and foremost, followed by the rest of the community and, of course, the offender. This recognition requires that we carefully consider the process that will have the most benefit and the greatest chance of success.

Volunteers will continue to expand their knowledge and skills by applying different applications of restorative justice dictated by the specified needs of the affected parties and/or community. A few examples include: a **non-scripted, comprehensive victim-offender conferencing (VOC)** process in complicated cases; a **scripted community justice forum (CJF)** process in less serious cases; a separate conference (Conference) process in cases where a direct victim and offender encounter proves less beneficial; as well as numerous types of Circles in community and school settings.

In each case assigned to restorative justice facilitators, the most suitable type of process can only be determined after exploring the needs of the participants and investigating the circumstances surrounding each case. It is important to understand that restorative justice is a process, where each case evolves from the first point of examination, takes shape through exploratory discussions with the affected parties, and involves everyone's consideration of an appropriate process to address what happened.

**Resolutions Agreements** are a direct result of this process, where the participants work together to determine reparations. These agreements can include one or more of the following:



# Case Example

- Below is a case example involving a real case from the our Restorative Justice Program in 2022, which illustrates the benefits of a restorative circle process.
- This story illuminates the power of dialogue when facilitated with care inside a safe and respectful process suited to the participants.

In the summer of 2022, two young brothers broke into a popular event site in Richmond. The brothers damaged property and stole merchandise. They were caught by police almost as soon as they left the property and were arrested for breaking and entering. Police spoke with the owner of the business and discussed with him the options available, including Restorative Justice. While still apprehensive, the owner decided to take a chance on this alternative approach to the court system. The offenders also agreed to participate in restorative justice upon learning of the opportunity.

The Restorative Justice Facilitator contacted and then conducted separate interviews with all of the affected parties. These meetings are critical in examining the perspectives, concerns and hopes of the people involved, prior to determining whether it is suitable to proceed and then find an appropriate process customized to the needs of the victim.

The business owner, at first, began to have second thoughts, since the restorative justice approach was still very alien to him. He was also still angry with what the young men had done and worried that they would not be taught a lesson for their crime. His feelings began to change after several meetings, where he received more information about the benefits of restorative justice. In the end, he was prepared to meet directly with "Abe" and "Noah" in a facilitated process. The brothers were also prepared to accept responsibility and meet with "Leon," the business owner.

The facilitator invited Abe and then Noah, who were supported by their mother 'Suzie' to explain what had happened the night of the break and enter. Each explained how they had been drinking heavily that day in Vancouver. Then, they caught the Sky Train back to Richmond, began walking, and came upon Leon's property. Then, without thinking, they decided to break in. While doing so, they damaged the fence blocking entry into the premises. Their attempt at stealing a large exhibit resulted in irreparable damage to the item. They eventually left the property with large stuffed toys, and were quickly caught by the police and arrested.

They explained how they only began understanding the full result of their actions some time after their arrest. They explained how embarrassed they were by their behaviour and everyone impacted by it, specifically Leon. They knew that he was angry and frustrated. They told him that they were prepared to make up for their mistake any way that they could. They assured him that this was not their true character and were prepared to be accountable to him.

Abe and Noah's mother also wanted to reassure Leon that what her sons did that night was truly out of character for both of them. Suzie explained how she was ashamed to learn what Abe and Noah had done. She noted they were both terrified about the consequences for their future. Finally, she expressed her gratitude to Leon for his willingness to participate in a dialogue with her sons, so they could take responsibility and make things right with him.

Leon explained how he was still wrestling with the sincerity of the boys' claim they were not fully aware of what they were doing when they broke into his property. He showed a couple of short video clips capturing segments of the incident on surveillance camera at his property. He pointed out that there were police on scene at his property, earlier, because of another incident that was reported. He told them that he was dealing with the police when he had noticed both of them in the vicinity. Leon, himself, had briefly confronted them before they escaped from the premises.

Leon explained how upset and angry he was by their actions because break-ins at his property had become a regular occurrence, costing him time and money. As a result of their actions, he had to increase security and spend time dealing with the police investigation. He shared how the exhibit they damaged came from outside of Canada, and it was impossible to repair. He also had to incur the cost of replacing items that were stolen. Most of all, he was disappointed at their choice to get drunk and do something without thinking. Nevertheless, he could see after listening to them that they were sincerely remorseful and prepared to do whatever necessary to fix their mistake.

Together, Leon, Abe and Noah worked on a resolution that made reparation to Leon for the damages, thefts and time involved dealing with the incident and subsequent investigation. The brothers made financial restitution and agreed to carry out a number of volunteer hours in the community, helping other charitable organizations. Leon expressed his satisfaction in having a restorative process to address the incident in a way that met his needs. Abe and Noah, along with Suzie, expressed their gratitude to Leon for the opportunity he provided to have the matter resolved through restorative justice.

# 2022 Program Highlights

## January



**January 24th** - Restorative Justice Coordinators of British Columbia Network Meeting & the Restorative Practices School Coordinators of British Columbia Network Meeting

**January 11th to February 15th** - Restorative Practice Group run twice-weekly at Mitchell Elementary

## March



**March 1st** - Professional Development Training: Culturally Inclusive & Welcoming Volunteer Program

**March 3rd** - Restorative Justice Coordinators of the Lower Mainland Network Meeting

**March 1st to March 31st** - Restorative Practice Group run twice-weekly at McNeely Elementary

## April/May



**April 12th to May 12th** - Restorative Practice Group run twice-weekly at Mitchell Elementary

**May 30th** - Professional Development Training: Heart and Mind (Dalai Lama Centre)

## June/July



**June 1st** - Restorative Justice Coordinators of British Columbia Meeting

**June 22nd** - Touchstone Family Association - Annual General Meeting

**July 2022** - Month long Restorative Practice Group run weekly at Touchstone Family Association

## October



**October 4th to November 4th** - Restorative Practice Group run twice-weekly at Brighthouse Elementary

**November 5th to December 15th** - Restorative Practice Group run twice-weekly at McNeely Elementary

## November



**November 17th** - Restorative Justice Coordinators of British Columbia Network Meeting

**November 22nd** - Restorative Justice Presentation to 100 Grade 10 Students at Cambie Secondary

**November 26** - Professional Development Training: Dignity in Restorative Justice Practice (Survivors: Resistance to Violence)

## December



**December 6th** - Professional Development Training: Trauma Informed Practice in Restorative Justice

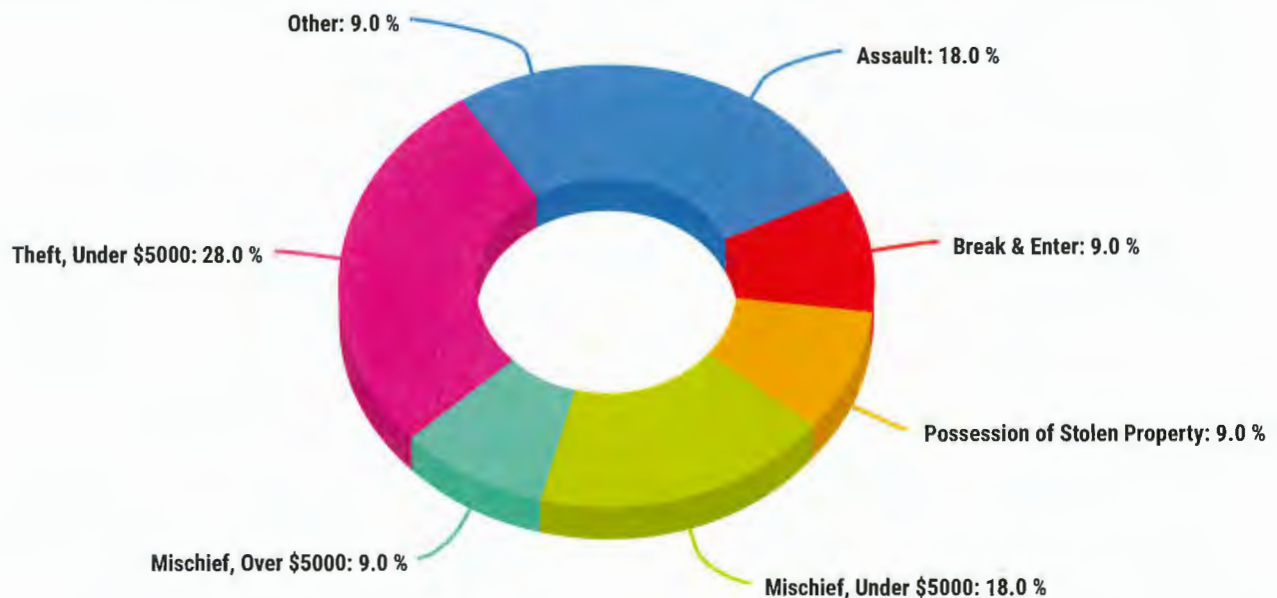


# Program Statistics

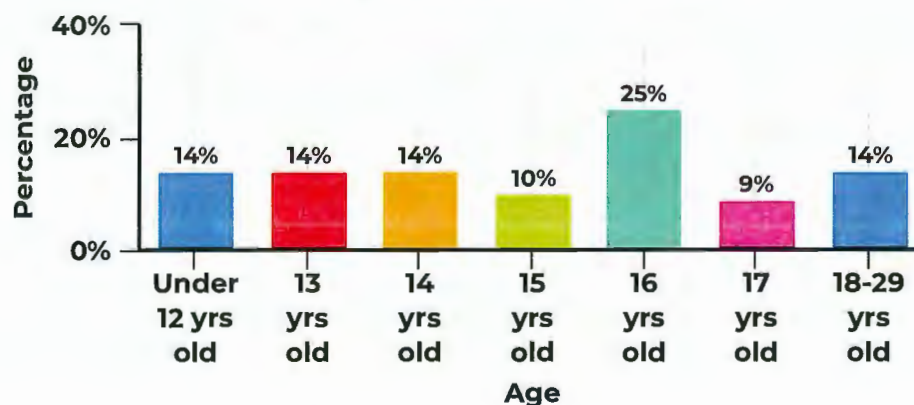
In 2022, there were 10 referrals to Touchstone's **Restorative Justice Program**, which is a decrease from the 20 referrals in 2021. Both 2021 and 2022 were substantially impacted by the global pandemic. There were 9 restorative processes held this year, compared to 23 the year prior. Each year brings a slight fluctuation in referrals based often on youth crime and new members to the RCMP.

The following are graphic representations of Touchstone's Restorative Justice Program's demographics gathered from January 1, 2022 to December 31st 2022.

## Types Of Offenses

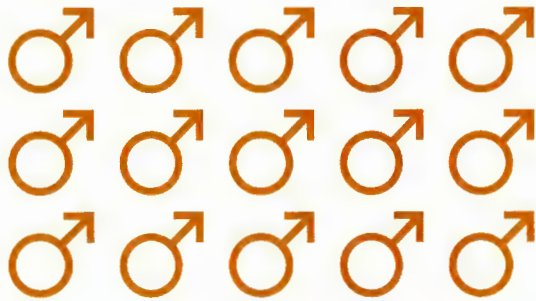


## Age of Offenders Referred



# Program Statistics

## Gender of Offenders Referred



This year, **100%** of the referrals received were for offenders who identified as male.

In 2022, four schools (*two elementary and two secondary*) were referred to Touchstone's Restorative Justice Program.



Walter Lee Elementary



Brighthouse Elementary



Richmond Secondary



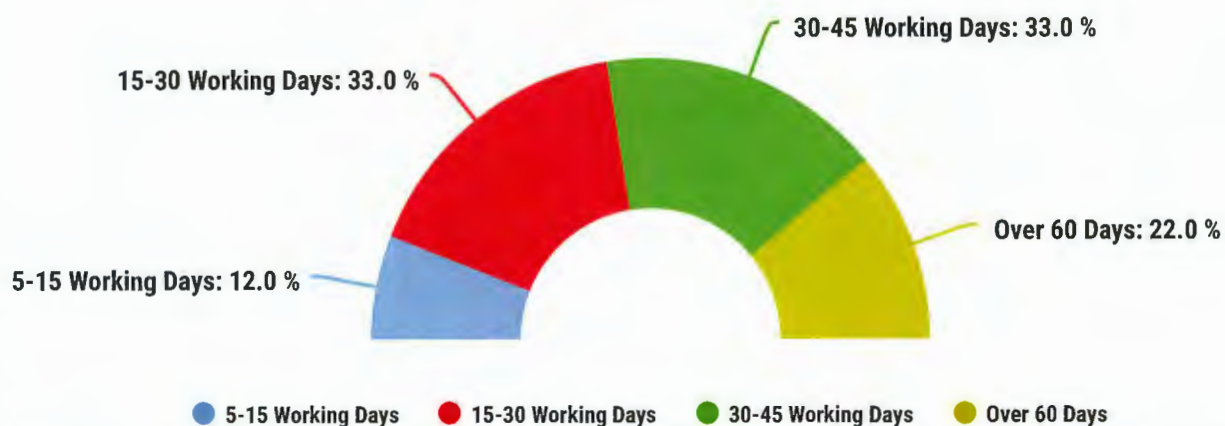
Hugh Boyd Secondary

The **Richmond Night Market & Richmond Centre** also referred to the Restorative Justice Program.

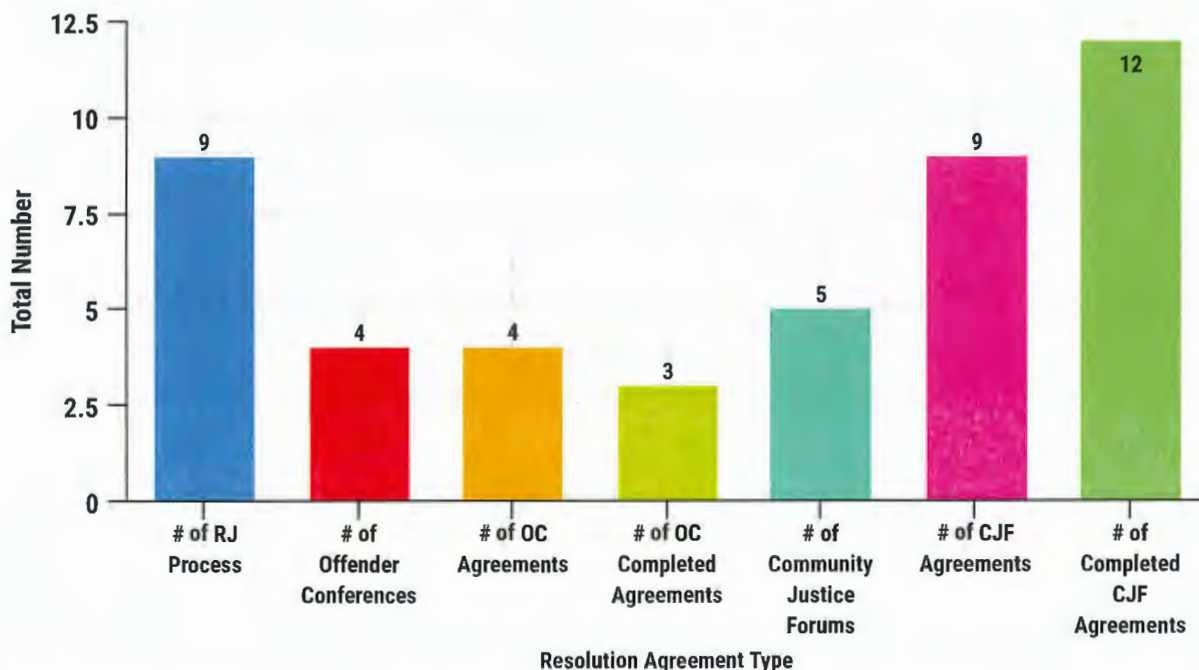
# Program Statistics

In 2022 the program saw referrals taking a bit more time to have a matter brought forward for a community process. As indicated below **12%** of the cases were processed between **5 to 15 work days**, compared with **67%** the year prior. This is important as resolution should happen as quickly as possible for the greatest amount of impact and for the participants to remain invested in the process.

## Length of Time Between Referral and Forum



## Resolution Agreements



CJF = Community Justice Forum  
OC = Offender Conference



# Participant Feedback

## Consumer Feedback Evaluation

Touchstone is committed to utilizing consumer feedback to contribute to the development of high quality and responsive services. Our staff seek feedback from clients and other service providers as the services are being provided to continuously develop and enhance services to address any special needs and referral issues of the clients served.

## Evaluating Quality of Impact

Touchstone's Consumer Feedback evaluation process is intended to help us see what kind and quality of impact we are having on the population we serve. Surveys are designed to measure both quantitative and qualitative factors, giving the Association a balanced set of statistical responses. We then use this data to analyze and identify trends and consider the implications of these findings to plan adjustments and improvements in our programs. At Touchstone, we strive to deliver client-centered services, making participants own experiences and goals our top priority. Ongoing consumer feedback is essential to this process.

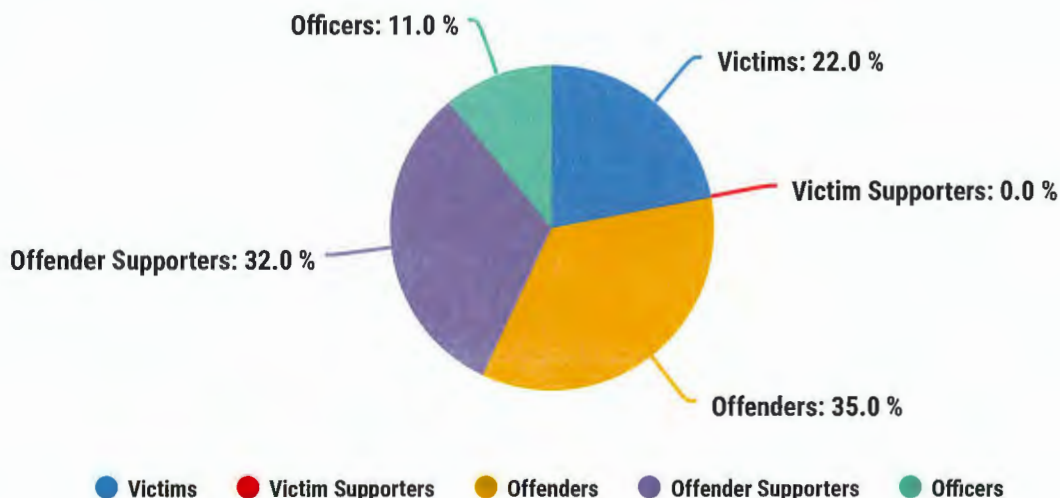
---

## Restorative Justice Participant Feedback

Touchstone Family Association invites all participants involved in the Restorative Justice process to evaluate their experience. In 2022, **37** people participated in a Restorative Justice process. The next sections will graphically summarize the data captured from the participant surveys.

---

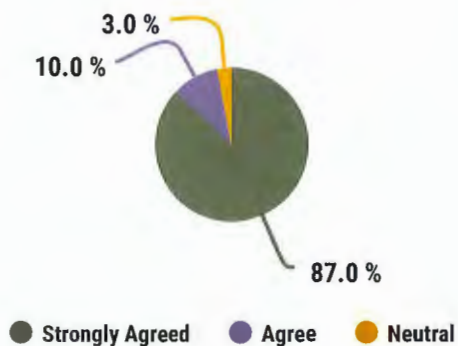
### Roles of Participants in Forums



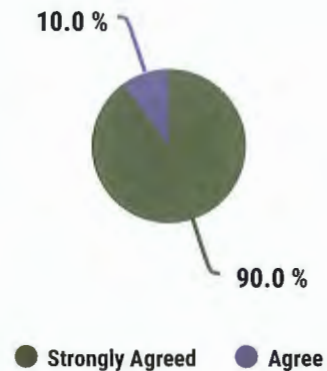
# Participant Feedback

The following are graphic depictions of participant feedback, based off of questions in the Restorative Justice Participant Survey.

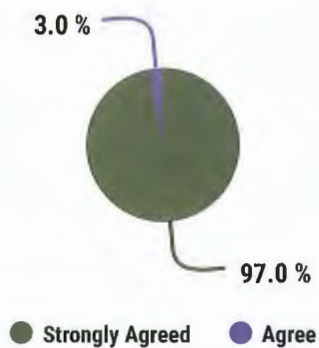
***"I received adequate preparation and support from the facilitators."***



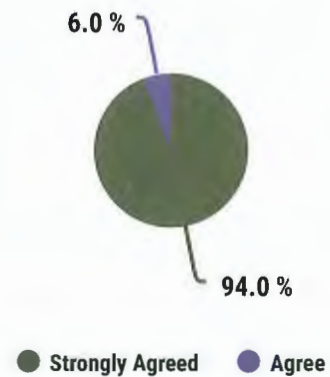
***"I felt safe and was treated with respect."***



***"I felt I was able to have my say, allowing me to participate in a meaningful way."***



***"My questions, concerns and issues were addressed."***

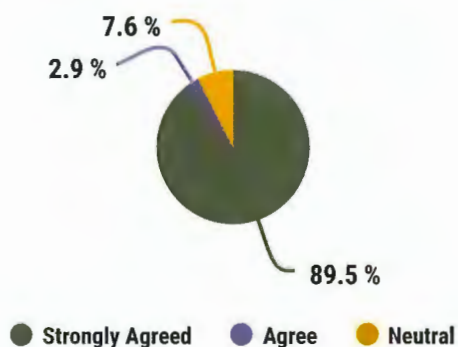




# Participant Feedback

The following are graphic depictions of participant feedback, based off of questions in the Restorative Justice participant Survey.

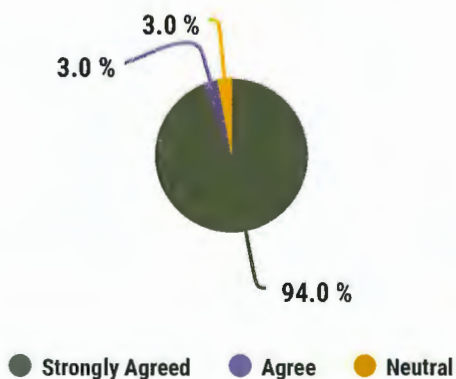
***"Listening to everyone helped me gain a better understanding of what happened."***



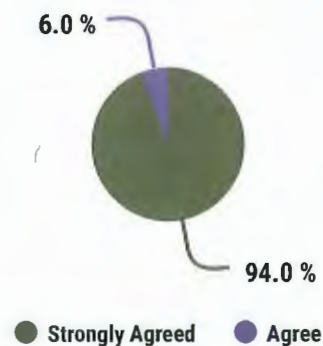
***"I am satisfied with the resolution agreement."***



***"I believe the process has helped me find closure."***



***"I would recommend Restorative Justice to others facing similar situations"***



# Participant Feedback

In addition to the previous rating questions, each survey has room for comments regarding any of the aforementioned questions. The following are the responses (verbatim). *The role of the individual making the response is in parenthesis.*

---

- "Appreciate the support." (*victim*)
- "Appreciate all efforts to resolve this incident." (*offender supporter*)
- "I enjoyed this meeting and now I can understand how others felt." (*offender*)
- "Process was excellent, opportunity to share our thoughts and listen to others." (*victim*)
- "I appreciate the patience of everyone involved." (*victim*)
- "Time for meetings were good/very flexible and agreeable with all parties." (*victim*)
- "Haroon was wonderful at helping resolve the situation with everyone. A very positive experience all around." (*offender supporter*)
- "I think this does help finding closure which is what I was most concerned about. Meeting everyone involved and able to have this communication put a lot of things to rest for me and my family." (*victim*)
- "This has helped me understand everything much better. I have a clear understanding." (*offender*)
- "I am happy with the result and thank you for the great work!" (*victim*)
- "This program helped me to see the damage I caused without feeling attacked or victimized which I think made a huge difference." (*offender*)
- "Thank you for your assistance. The process made us realize many things we might not have realized." (*offender supporter*)
- "None, session was good and I felt safe and comfortable." (*offender*)



# Participant Feedback

Participants are asked to share their comments on **Accessibility**. Below are their comments verbatim.

"Only slight issue I had was being given a time on a day I already had multiple appointment on."

(Offender Supporter)

"I would like to have more after school hours to be able to come later."

(Offender Supporter)

"Phone numbers more available. Don't really know Touchstone's other services."

(Victim)

"It sounds like maybe families with small children need childcare support."

(Victim)

"None."

(Victim)

"Newsletters."

(Offender)

"It has been very accessible and the process is so easy so far."

(Victim)

"I believe Touchstone did an excellent job in making the services accessible."

(Offender)

***How can Touchstone make it easier for you to access our services?***

"They have been very accommodating with times and location."

(Offender Supporter)



# Participant Feedback

Participants were asked if they had any **Additional Comments** to share. The following are verbatim of those comments from the final section of the feedback survey.

"Thank you both!." (*Officer*)

"Thank you" (*Offender Supporter*)

"Appreciate it." (*Offender Supporter*)

"Thank you for working with us, feels better and positive moving forward." (*Victim*)

"Thanks Haroon and Barry! I think Constable Walker's presence really helped." (*Victim*)

"Thanks for the opportunity to be part of a solution." (*Victim*)

"Thank you for organizing everything so well." (*Victim*)

"Very supportive and effective." (*Offender Supporter*)

"This program looks interesting and affective preventing future issues." (*Offender Supporter*)

"Thanks for your help, support and understanding." (*Offender Supporter*)

"Thanks for giving myself and my brother another chance." (*Offender*)



Example of a  
Feedback Survey!

A photograph of a feedback survey form titled 'PARTICIPANT FOLLOW UP SURVEY' from the 'Touchstone Family Association'. The form includes a header with the organization's name and logo, a section for 'Client Name (optional)', and a 'DEAR PARTICIPANT' section. It contains two Likert-scale questions (1 and 2) with five response options ranging from 'Very Unsatisfactory' to 'Excellent'. A dotted arrow points from the 'Example of a Feedback Survey!' caption to this form. At the bottom right, it says 'Survey presented at back of the page...'.



# Referral Trends

Summarized below is a comparison of data from 2014 through 2022.

	2014	2105	2016	2017	2018	2019	2020	2021	2022
Total # of Offenders	56	57	74	44	43	39	21	28	14
Total # of Referrals	41	49	49	36	34	27	17	20	10
Total # of RJ Process	43	47	52	34	38	26	15	23	9
Total # of Resolution Agreements	47	50	67	41	39	31	15	26	13
Total # of Completed Resolution Agreements	46	45	67	37	38	31	13	22	15

As indicated by the chart above, the Restorative Justice Program has had **377** offenders participate in the program over the past 9 years. This averages **42** offenders per year who have been supported by restorative practice.

It is important to note that the above statistics are only talking about offenders; it is not capturing the total number of people participating in the program.

In 2022, **37** individuals participated in a restorative justice process either as a victim, an offender, an officer, or an offender supporter. The more participants involved, the more groundwork that needs to be done by the facilitator before undergoing the RJ process with all involved parties. This translates to more time for interviewing all participants involved. It is important that everyone participating understands the process and what the expected outcomes may be.

It is evident when comparing the data from 2021 and 2022 to years prior that the ongoing global pandemic has had an impact on services. The year 2022 saw the program's lowest amount of referrals in the history of the Restorative Justice Program. This was a surprise given most services had recovered and were fully operational. Touchstone is working collaboratively with city staff to fully explore what is behind the under utilization of the Restorative Justice Program.

# Strategic Plan Review

***A review of Touchstone's Restorative Justice Program 2020 to 2022 Strategic Plan is outlined on the following 2 pages.***

## **Strategic Priority 1:**

***To secure a sustainable level of funding for the restorative justice program from all levels of government, including municipal, provincial and federal***

1. To carry out both independent and collective lobbying through the newly formed Restorative Justice Association of British Columbia (RJABC), representing restorative justice programs throughout British Columbia

### **Action on Strategic Priority 1, Objective 1: Incomplete**

While unsuccessful, thus far, the Richmond Restorative Justice Program continues to lobby for funding from Provincial and Federal levels of Government through the Restorative Justice Association of British Columbia, which advocates on behalf of all restorative justice programs in British Columbia. This priority will be carried forward

2. To continue to apply for relevant Civil Forfeiture or National Crime Prevention funding that may become available.

### **Action on Strategic Priority 1, Objective 2: Complete**

Touchstone has been awarded 2 civil forfeiture grants and has applied for a third. These grants must be used to enhance Restorative Justice supports and have been put towards a youth mentor who can facilitate Restorative Justice Processes and assist youth in completing resolution agreements.

## **Strategic Priority 2:**

***To maintain and strengthen a partnership between RCMP and the Richmond Restorative Justice Program.***

1. To collaborate with RCMP representatives on issues related to police referrals and service delivery of the restorative justice program

### **Action on Strategic Priority 2, Objective 1: Complete**

The Richmond Restorative Justice Program remained in regular contact with the RCMP Liaison on a monthly basis, providing file/referral updates, sharing information and addressing issues, including the pandemic and its negative affect on referrals from 2020 to 2022.

2. To provide restorative justice orientation to new RCMP members whenever opportunities arise, including potential member testimonies for education purposes

### **Action on Strategic Priority 2, Objective 2: Complete**

The Richmond Restorative Justice Coordinator delivered Orientations to new Constables in four separate RCMP Watches (A, B, C and D).

3. To collaborate with RCMP Youth Section on potential school-based referrals

### **Action on Strategic Priority 2, Objective 3: Complete**

The Richmond Restorative Justice Coordinator met with RCMP Youth Section to deliver restorative justice orientation and build relationships and collaboration with members of the School Liaison Unit.

# Strategic Plan Review

## **Strategic Priority 3:**

### ***To promote and/or implement restorative practices inside schools***

1. To deliver restorative practices education to schools

#### **Action on Strategic Priority 3, Objective 1: Incomplete**

The Covid-19 Pandemic from early 2020 onwards led to fundamental changes in student learning in the Richmond School District, making it difficult to deliver in-person, relationship building, restorative practices at the High School level.

2. To partner with one or more schools in running a pilot project in restorative practices

#### **Action on Strategic Priority 3, Objective 2: Complete**

Due to a limit of in-person programming due to the Pandemic, after-school programs for Elementary Students were mostly non-existent. Nevertheless, Touchstone Family Association succeeded in delivering restorative practices in a pilot program at McNeely Elementary School called Leadership Skills Group. The program eventually expanded to Mitchell Elementary, Talmey Elementary and Brighthouse Elementary.

3. To service referrals for restorative action upon request from schools

#### **Action on Strategic Priority 3, Objective 3: Incomplete**

The potential for reaching an agreement with High Schools in handling disciplinary matters through the use of restorative practice is still a work in progress and remains a long-term objective. The pandemic from 2020 to 2022 also proved to be an impediment to efficiently pursuing this objective.

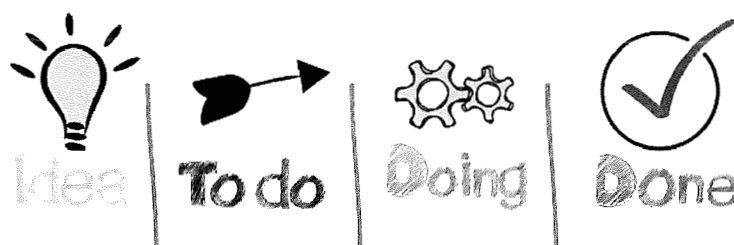
## **Strategic Priority 4:**

### ***To provide education and promotion of the Richmond Restorative Justice Program in the community***

1. To deliver presentations and/or information to community members, groups and organizations when opportunities arise

#### **Action on Strategic Priority 4, Objective 1: Complete**

Through 2021 and 2022 Restorative Practice orientation and presentations were delivered to several High Schools, including students and staff at McMath, Cambie and McRoberts. Restorative Justice orientation was also delivered to the Richmond RCMP and to Mall Security at Richmond Centre Mall.



# Strategic Plan



## **Touchstone Family Association's Restorative Justice Program** **2023 to 2025 Strategic Plan**

---

### **Strategic Priority 1:**

#### ***To increase RCMP community referrals to the Richmond Restorative Justice Program***

1. To hold Quarterly meetings with RCMP Community Engagement Liaison, RCMP Restorative Justice Liaison and RCMP Youth Section Representative.
2. To hold Restorative Justice Orientations for each RCMP Watch.
3. To share RCMP Referral Statistics monthly with RCMP.

### **Strategic Priority 2:**

#### ***To increase awareness and utilization of the Richmond Restorative Justice Program in schools and in the community***

1. To deliver at least one education or training to the community every quarter.
2. To target education or training to relevant stakeholders, including community groups, non-profits and schools, working to address harm in the community.
3. To increase restorative practices in schools where opportunities exist.

### **Strategic Priority 3:**

#### ***To secure sustainable level of funding for the Richmond Restorative Justice Program from all levels of Government, including Municipal, Provincial and Federal***

1. To carry out both independent and collective lobbying through the Restorative Justice Association of BC (RJABC), which represents restorative justice programs throughout British Columbia
2. To continue to apply for relevant Civil Forfeiture or National Crime Prevention funding that may become available



# Summary

## ***The Pandemic's Impact on Service Delivery:***

The impact of the global pandemic continues to challenge the Restorative Justice Program in all areas of operations. The number of new referrals for the program in 2022 was significantly lower than any time in the program's history. The program continues to engage with the RCMP and community partners to strengthen the program's foundation and reach.

Due to the significant reduction in referrals, much time has been spent running groups in four elementary schools, focusing on building leadership skills from a Restorative perspective.

It is important to note that when given the choice of holding a Circle, victims and offenders have elected to meet in person, satisfied that the Program has taken the necessary precautions and has addressed any concerns they may have in regards to safety. The philosophy of care, welfare, safety and security for all continues to guide our practice as we navigate the many unknowns of Covid-19.

## ***Concluding Thoughts***

**Restorative Justice** is about giving all parties involved in a conflict the opportunity to take an active role in a safe and respectful process that allows open dialogue between the victim, offender and the community. For the **offenders**, it is about taking responsibility and being held accountable for the harm caused. For the **victims**, it provides an opportunity to talk about the harm caused and ask questions that may be necessary as a part of the healing process. For **communities** surrounding the victim and offender, it provides an understanding of the root causes of conflict.



Community involvement in **Restorative Justice** is one of the core components of the approach thus the feedback is an integral part of understanding the effectiveness of the overall restorative experience.

As evident in this outcome report, program participants indicated a high satisfaction rating. The **Restorative Justice Program** responds to the needs of young people and the community by repairing harm, restoring the moral bond of the community and teaching responsibility and accountability to the young person.

***We look forward to continuing our restorative practice programming into 2023.***

# Statement of Income

## Restorative Justice Statement of Income for 2022:

	Jan to Mar 2022	Apr to Jun 2022	Jul to Sept 2022	Oct to Dec 2022	Total 2022	YTD Budget 2022	Variance	Annual Budget
<b>Revenue</b>								
Grant from City of Richmond	25,175	25,175	25,175	25,175	100,700	100,700	0	100,700
Community Accountability Grant	1,000	1,000	1,000	1,000	4,000	4,000	0	4,000
<b>Expenses</b>								
Wages & Benefits	21,061.50	21,061.50	21,061.50	21,061.50	84,246	84,246	0	84,246
Rent	3000	3000	3000	3000	12,000	12,000	0	12,000
Mileage	0	0	0	0	0	0	0	0
Telephone	0	0	0	0	0	0	0	0
Office Supplies	0	0	0	0	0	0	0	0
Supervision	1,113.50	1,113.50	1,113.50	1,113.50	4,454	4,454	0	4,454
	26,175	26,175	26,175	26,175	104,700	104,700		104,700
<b>Net Surplus (Deficit)</b>	0	0	0	0	0	0		

## Restorative Justice Budget for \$100,700 Contract to cover 2023:

January 1 - December 31, 2023			
	Annual	Monthly	Quarterly
Wages & Benefits	\$84,246	\$7,020.50	\$21,061.50
Rent	\$12,000	\$1,000.00	\$3,000.00
Mileage	0	0	0
Cell Phones	0	0	0
Office Expense	0	0	0
Supervision	\$4,454	\$371.17	\$1,113.50
	\$100,700.00	\$8,391.67	\$25,175.00



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Mark Corrado  
Director, Community Bylaws and Licencing  
**Date:** May 19, 2023  
**File:** 12-8375-01/2023-Vol  
01  
**Re:** Proposed Amendment to Bylaw Enforcement Officer Bylaw No. 9742

### Staff Recommendation

That Bylaw Enforcement Officer Bylaw No. 9742, Amendment Bylaw No. 10462 be introduced and given first, second and third readings.

*[Handwritten signature]*

Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Law	<input checked="" type="checkbox"/>	<i>[Handwritten signature]</i>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> <i>[Handwritten initials]</i>	<b>APPROVED BY CAO</b> <i>[Handwritten signature]</i>



## Staff Report

### Origin

At the Regular Council Meeting held on November 28, 2022, Council made the following referral:

*That staff examine and report back on the feasibility and implications of transitioning bylaw enforcement officers to peace officer status, including outlining the difference between bylaw enforcement and peace officers duties.*

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

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

*3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.*

### Analysis

#### Peace Officer Status

The courts have established that properly appointed Bylaw Enforcement Officers acting in the course of their duties may be recognized as "Peace Officers". Moreover, there is case law that suggests someone who obstructs a Bylaw Enforcement Officer from being able to enforce City Bylaws, could be found guilty of offences relating to the obstruction of a Peace Officer under Section 129 of the *Criminal Code*. These offences could carry the weight of imprisonment of up to two years.<sup>1</sup>

Given that the above recognition by the courts is not widely known outside the justice system, some municipalities including New Westminster, Surrey, and Langford, have formally recognized their Bylaw Enforcement Officers as Peace Officers. This recognition serves the purpose of removing any ambiguity in the eyes of the public as to the potential *Criminal Code* consequences of obstructing a Bylaw Enforcement Officer.

As directed by Council, in order to establish greater clarity as to the status of Bylaw Enforcement Officers while they are conducting their duties, it is recommended that section 1.2 of the Bylaw Enforcement Officer Bylaw 9742 be amended by adding the following section:

"1.2.1 Bylaw Enforcement Officers, while acting within the limits of those powers and duties set out in section 1.2 of this Bylaw, shall be deemed

---

<sup>1</sup>For relevant case law see: *R. v. Jozef Baksay*; and *R. v. Dennis Lawrence Harrison*.

[https://www.bylawbc.ca/docs/baksay\\_case\\_law.pdf](https://www.bylawbc.ca/docs/baksay_case_law.pdf); [https://www.bylawbc.ca/docs/baksay\\_case\\_law.pdf](https://www.bylawbc.ca/docs/baksay_case_law.pdf)

to be employed for the preservation and maintenance of the public peace and shall, without adding to those powers and duties set out in section 1.2 of this Bylaw, be designated as peace officers as defined in the *Interpretation Act*, RSBC 1996, chapter 238, and in the *Criminal Code of Canada*, R.S.C. 1985, C-46.”

The above recognition of Bylaw Enforcements Officers as Peace Officers does not, however, confer any additional powers or duties other than those outlined in the Bylaw Enforcement Officer Bylaw 9742.

### **Financial Impact**

None.

### **Conclusion**

The recognition of Bylaw Enforcement Officers as being Peace Officers while executing their duties is well established in case law. However, to ensure clarity of this recognition beyond the justice system, it is recommend that Council adopt a Bylaw amendment that formally designates Bylaw Enforcement Officers as Peace Officers.



Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)



**Bylaw Enforcement Officer Bylaw No. 9742,  
Amendment Bylaw No. 10462**

The Council of the City of Richmond enacts as follows:

1. Bylaw Enforcement Officer Bylaw No. 9742, as amended, is further amended by adding the following after section 1.2:  
  
“1.2.1 Bylaw Enforcement Officers, while acting within the limits of those powers and duties set out in section 1.2 of this Bylaw, shall be deemed to be employed for the preservation and maintenance of the public peace and shall, without adding to those powers and duties set out in section 1.2 of this Bylaw, be designated as peace officers as defined in the *Interpretation Act*, RSBC 1996, chapter 238, and in the *Criminal Code of Canada*, R.S.C. 1985, C-46.”
2. This Bylaw is cited as **“Bylaw Enforcement Officer Bylaw No. 9742, Amendment Bylaw No. 10462”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED for content by originating Division  MC
APPROVED for legality by Solicitor  BRB



# City of Richmond

## Report to Committee



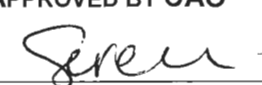
**To:** General Purposes Committee  
**From:** Mark Corrado  
Director, Community Bylaw & Licencing  
**Date:** May 19, 2023  
**File:** 12-8375-01/2023-Vol  
01  
**Re:** Expanding the Inter-Municipal TNS Business Licence

### Staff Recommendations

1. That Inter-Municipal Business Licence Agreement Bylaw No. 10134, Amendment Bylaw No. 10468, to expand the participating municipalities for ride-hailing services, be introduced and given first, second and third readings; and
2. That Inter-Municipal Business Licence Bylaw No. 10159, Amendment Bylaw No. 10471, with minor housekeeping revisions, be introduced and given first, second and third readings.

*Mark Corrado*

Mark Corrado  
Director, Community Bylaw & Licencing  
(604-276-8673)

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

## Staff Report

### Origin

At the March 20, 2020 Council Meeting the following referral was received:

*(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*

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

This report addresses section three of the referral by bringing forward bylaw amendments that further refine and expand the existing inter-municipal business licence for ride-hailing services.

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

*Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*

*2.4 Enhance Richmond's robust transportation network by balancing commercial, public, private and active transportation needs.*

Focus Area #3 A Safe and Prepared Community:

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

*3.2 Leverage strategic partnerships and community-based approaches for comprehensive safety services.*

### Background

Since April 1, 2020, the City of Richmond has been one of 25 participating municipalities in an inter-municipal business licence (IMBL) for Transportation Network Services (TNS) colloquial known as ride-hailing providers. The participating municipalities are all located in the Passenger Transportation Board's (PTB) ride-hailing boundary of Region 1<sup>1</sup> which encompasses Metro Vancouver, Fraser Valley, and Squamish-Lillooet. The IMBL allows companies to purchase one business licence and operate across all participating municipalities.

---

<sup>1</sup> [PTB Operating regions](#) for ride-hailing services



The City of Vancouver is the licensing authority for the TNS IMBL, which means it issues and administers the licences, and is responsible for sharing licence fee revenue with participating municipalities at the end of each calendar year. The purpose of the TNS IMBL is to simplify processes for ride-hailing businesses, as it recognizes the regional nature of travel.

## **Analysis**

### Bylaw Amendments

Three Region 1 municipalities wish to join the TNS IMBL program: The District of Hope, The District of Kent; and the City of Mission. In order to accommodate these new participants, each municipality already involved in the program must adopt a revised inter-municipal business licence agreement and bylaw. Drafts of the proposed amendments to Bylaw No. 10134 and Bylaw No. 10159 have been prepared and are recommended for adoption.

By incorporating these three new municipalities, the total number of participating municipalities in the program would increase to 28 out of the 32 potential municipal authorities within Region 1, as defined by PTB's ride-hail service boundaries. Presently, there are five TNS service providers licensed by the PTB. General housekeeping revisions have also been included based on feedback from the Region 1 IMBL working group.

## **Financial Impact**

None.

## **Conclusion**

Currently, there are twenty-five municipalities in Region 1 that are participating in the TNS IMBL program for ride-hailing services. To continue as a participating municipality, it is recommended that Council approve the proposed amendments to include three new municipalities and refine the existing IMBL program.



Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)



**Inter-Municipal Business Licence Bylaw No. 10159  
Amendment Bylaw No. 10471**

The Council of the City of Richmond enacts as follows:

1. **Inter-Municipal Business Licence Bylaw No. 10159**, as amended, is further amended by deleting the entirety of Section 8 and replacing it with the following:

“The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*.”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
MAYOR

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



**Inter-Municipal Business Licence Agreement Bylaw No. 10134  
Amendment Bylaw No. 10468**

The Council of the City of Richmond enacts as follows:

1. **Inter-Municipal Business Licence Agreement Bylaw No. 10134**, is amended by deleting Schedule “A” in its entirety and replacing it with Schedule “A” attached hereto.
2. This Bylaw is cited as “**Inter-Municipal Business License Agreement Bylaw No. 10134, Amendment Bylaw No. 10468**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

_____
_____
_____
_____

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

\_\_\_\_\_  
MAYOR

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

## SCHEDULE "A"

### Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the District of Hope, the District of Kent, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the City of Mission, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the "*Participating Municipalities*"), wish to permit transportation network services ("*TNS*") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the *Participating Municipalities* agree as follows:

1. The *Participating Municipalities* agree to establish an *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, pursuant to section 14 of the *Community Charter* and section 192.1 of the *Vancouver Charter*.
2. The *Participating Municipalities* will request their respective municipal Councils to each ratify this Agreement and enact a by-law to implement an *Inter-municipal TNS Business Licence* scheme effective June 1, 2023.

3. In this Agreement:

"*Accessible Vehicle*" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"*Administrative Costs*" means the direct and indirect costs and investments attributable to administering the *Inter-municipal TNS Business Licence* scheme, including wages, materials, corporate overhead and rent;

"*Business*" has the same meaning as in the *Community Charter*;

"*Community Charter*" means the *Community Charter*, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"*Inter-municipal TNS Business*" means a *TNS Business* that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

"*Inter-municipal TNS Business Licence*" means a business licence that authorizes an *Inter-municipal TNS Business* to be carried on within the jurisdictional boundaries of any or all of the *Participating Municipalities*;

*"Inter-municipal TNS Business Licence By-law"* means the by-law adopted by the Council of each *Participating Municipality* to implement the *Inter-municipal TNS Business Licence* scheme contemplated by this Agreement;

*"Mobility Aid"* has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

*"Municipal Business Licence"* means a licence or permit, other than an *Inter-municipal TNS Business Licence*, issued by a *Participating Municipality* that authorizes a *Business* to be carried on within the jurisdictional boundaries of that *Participating Municipality*;

*"Participating Municipality"* means any one of the *Participating Municipalities*;

*"Premises"* means one or more fixed or permanent locations where the *TNS Business* ordinarily carries on *Business*;

*"TNS Business"* means a person carrying on the business of providing *Transportation Network Services*;

*"Transportation Network Services"* has the same meaning as in the *Passenger Transportation Act*, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

*"Vancouver Charter"* means the *Vancouver Charter*, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

*"Zero Emission Vehicle"* means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the *Inter-municipal TNS Business Licence By-law*, each *Participating Municipality* will permit a *TNS Business* that has obtained an *Inter-municipal TNS Business Licence* to carry on the *Business* of providing *Transportation Network Services* within that *Participating Municipality* for the term authorized by the *Inter-municipal TNS Business Licence* without obtaining a *Municipal Business Licence* for the *TNS Business* in that *Participating Municipality*.

5. All *Inter-municipal TNS Business Licences* will be issued by the City of Vancouver.

6. The City of Vancouver may issue an *Inter-municipal TNS Business Licence* to a *TNS Business* if the *TNS Business* is an *Inter-municipal TNS Business* and meets the requirements of the *Inter-municipal TNS Business Licence By-law*, in addition to the requirements of the City of Vancouver's Licence By-law No. 4450.

7. Notwithstanding that a *TNS Business* may hold an *Inter-municipal TNS Business Licence* that would make it unnecessary to obtain a *Municipal Business Licence* for the *TNS Business* in the *Participating Municipalities*, the *TNS Business* must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any other by-laws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the *TNS Business* carries on *Business*.

8. Any *Participating Municipality* may require that the holder of an *Inter-municipal TNS Business Licence* also obtain a *Municipal Business Licence* for any *Premises* that are maintained by the licence holder within the jurisdiction of the *Participating Municipality*.

9. The annual *Inter-municipal TNS Business Licence* fee is \$155, plus \$150 for each vehicle operating under the authority of the *Inter-municipal TNS Business*, except that the per vehicle fee for *Zero Emission Vehicles* will be \$30, and there will be no per vehicle fee charged for *Accessible Vehicles*.

10. The fee for any additional vehicles that begin operating under the authority of an *Inter-municipal TNS Business License* holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. The City of Vancouver will distribute the revenue generated from *Inter-municipal TNS Business Licence* fees amongst all *Participating Municipalities* based on the City of Vancouver retaining an amount to cover its *Administrative Costs*, with the remaining fees to be distributed proportionally to the *Participating Municipalities*, including the City of Vancouver, based on the number of pick-ups and drop-offs in that *Participating Municipality*. The City of Vancouver will provide the other *Participating Municipalities* with an itemized accounting of the fees collected and disbursed, including an accounting of its *Administrative Costs*, at the time it distributes the remaining fees to those *Participating Municipalities*.

12. The revenue generated from *Inter-municipal TNS Business Licence* fees collected from January 1 to December 31 inclusive that is to be distributed to the *Participating Municipalities* in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.

13. The length of term of an *Inter-municipal TNS Business Licence* is 12 months, except that the length of term of the initial *Inter-municipal TNS Business Licence* issued to an *Inter-municipal TNS Business* by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the *Inter-municipal TNS Business Licence* with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

14. An *Inter-municipal TNS Business Licence* will be valid within the jurisdictional boundaries of all of the *Participating Municipalities* until its term expires, unless the *Inter-municipal TNS Business Licence* is suspended or cancelled. If a *Participating Municipality* withdraws from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities* in accordance with the *Inter-municipal TNS Business Licence By-law*, then the *Inter-municipal TNS Business Licence* will cease to be valid within the jurisdictional boundary of that former *Participating Municipality*.

15. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and suspend an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to suspend a business licence under the *Community Charter* or *Vancouver Charter* or under the business licence by-law of the *Participating Municipality*. The suspension will be in effect



throughout all of the *Participating Municipalities* and it will be unlawful for the holder to carry on the *Business* authorized by the *Inter-municipal TNS Business Licence* in any *Participating Municipality* for the period of the suspension.

16. A *Participating Municipality* may exercise the authority of the City of Vancouver as the issuing municipality and cancel an *Inter-municipal TNS Business Licence* in relation to conduct by the holder within the *Participating Municipality* which would give rise to the power to cancel a business licence under the *Community Charter* or *Vancouver Charter* or the business licence by-law of the *Participating Municipality*. The cancellation will be in effect throughout all of the *Participating Municipalities*.

17. The suspension or cancellation of an *Inter-municipal TNS Business Licence* under section 15 or 16 will not affect the authority of a *Participating Municipality* to issue a *Municipal Business Licence*, other than an *Inter-municipal TNS Business Licence*, to the holder of the suspended or cancelled *Inter-municipal TNS Business Licence*.

18. Nothing in this Agreement affects the authority of a *Participating Municipality* to suspend or cancel any *Municipal Business Licence* issued by that municipality or to enact regulations in respect of any category of *Business* under section 15 of the *Community Charter* or sections 272, 273, 279A, 279A.1, 279B, and 279C of the *Vancouver Charter*.

19. A *Participating Municipality* may, by notice in writing to each of the other *Participating Municipalities*, withdraw from the *Inter-municipal TNS Business Licence* scheme among the *Participating Municipalities*, and the notice must:

- (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of *Inter-municipal TNS Business Licences*, which date must be at least 6 months from the date of the notice; and
- (b) include a certified copy of the municipal Council resolution or by-law authorizing the municipality's withdrawal from the *Inter-municipal TNS Business Licence* scheme.

20. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the *Participating Municipalities*. Further, nothing contained or implied in this Agreement shall prejudice or affect the *Participating Municipalities'* rights, powers, duties or obligations in the exercise of their functions pursuant to the *Community Charter*, *Vancouver Charter*, or the *Local Government Act*, as amended or replaced from time to time, or act to fetter or otherwise affect the *Participating Municipalities'* discretion, and the rights, powers, duties and obligations under all public and private statutes, by-laws, orders and regulations, which may be, if each *Participating Municipality* so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the *Participating Municipalities*.

21. Despite any other provision of this Agreement, an *Inter-municipal TNS Business Licence* granted in accordance with the *Inter-municipal TNS Business Licence Bylaw* does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the *Participating Municipalities*. Furthermore, a business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Agreement even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

22. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the *Participating Municipalities* are not signatories to the original or the same counterpart.

23. This Agreement replaces and supercedes the Inter-municipal TNS Business Licence Agreement entered into by the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock in 2020.

24. In the event that the municipal Council of a *Participating Municipality* other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a *Participating Municipality* for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other *Participating Municipalities*.

Signed and delivered on behalf of the *Participating Municipalities*, the Councils of each of which have, by By-law, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor \_\_\_\_\_  
Corporate Officer \_\_\_\_\_  
Date \_\_\_\_\_

Village of Anmore

Mayor \_\_\_\_\_  
Corporate Officer \_\_\_\_\_  
Date \_\_\_\_\_

Bowen Island Municipality

Mayor \_\_\_\_\_  
Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Burnaby

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

City of Chilliwack

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Coquitlam

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

City of Delta

Mayor \_\_\_\_\_

City Clerk \_\_\_\_\_

Date \_\_\_\_\_

Village of Harrison Hot Springs

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The District of Hope

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The District of Kent

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of Langley

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the Township of Langley

Mayor \_\_\_\_\_

Township Clerk \_\_\_\_\_

Date \_\_\_\_\_

Village of Lions Bay

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Maple Ridge

Presiding Member

---

Corporate Officer

---

Date

---

The City of Mission

Mayor

---

Corporate Officer

---

Date

---

The Corporation of the City of New Westminster

Mayor

---

City Clerk

---

Date

---

The Corporation of the City of North Vancouver

Mayor

---

City Clerk

---

Date

---

The Corporation of the District of North Vancouver

Mayor

---

Municipal Clerk

---

Date

---



The City of Pitt Meadows

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The Corporation of the City of Port Coquitlam

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Port Moody

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

The City of Richmond

Chief Administrative Officer \_\_\_\_\_

General Manager \_\_\_\_\_

Corporate and Financial Services \_\_\_\_\_

Date \_\_\_\_\_

District of Squamish

Mayor \_\_\_\_\_

Corporate Officer \_\_\_\_\_

Date \_\_\_\_\_

City of Surrey

Mayor

\_\_\_\_\_

City Clerk

\_\_\_\_\_

Date

\_\_\_\_\_

The City of Vancouver

Director of Legal Services

\_\_\_\_\_

Date

\_\_\_\_\_

The Corporation of the District of West Vancouver

Mayor

\_\_\_\_\_

Corporate Officer

\_\_\_\_\_

Date

\_\_\_\_\_

Resort Municipality of Whistler

Mayor

\_\_\_\_\_

Municipal Clerk

\_\_\_\_\_

Date

\_\_\_\_\_

The Corporation of the City of White Rock

Mayor

\_\_\_\_\_

Director of Corporate Administration

\_\_\_\_\_

Date

\_\_\_\_\_



# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** May 5, 2023  
**From:** Mark Corrado **File:** 12-8275-30-001/2023-  
Director, Community Bylaws and Licencing Vol 01  
**Re:** Seasonal Patio & Extension of Service Hours - Emperor's Kitchen Ltd. dba:  
Grill Party - 120 - 8511 Alexandra Rd., Richmond, BC

### Staff Recommendations

1. That the application from Emperor's Kitchen Ltd. doing business as: Grill Party, for an amendment to Food Primary Liquor Licence No. 305936 requesting:
  - a) An addition of a Seasonal Patio area to permit liquor and food service between April 1 and October 31 each year with 20 seats;
  - b) Total person capacity to remain the same at 98 occupants; and
  - c) An increase to hours of liquor service currently set at Monday to Sunday, 9:00AM to Midnight, be supported for change to Monday to Sunday, 9:00 AM to 2:00 AM, be supported; and
2. That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information attached as Appendix A (Attachment 1), advising that Council recommends the approval of the licence amendments for the reasons that these amendments have been determined, following public consultation, to be acceptable to the neighbouring community.

Mark Corrado  
Director, Community Bylaws and Licencing  
(604-204-8673)  
Att. 3

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

## Staff Report

### Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licenses in accordance with the Liquor Control and Licensing Act (Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCRB and the City of Richmond by Emperor's Kitchen Ltd., doing business as: Grill Party (hereinafter referred to as Grill Party), for an amendment to their Food-Primary Liquor Licence No. 305936 and request:

- A Seasonal Patio between April 1 and October 31 each year with a shift in occupancy of 20 seats from indoors to outdoor seating; and
- An increase to liquor service hours **from** 9:00 AM to Midnight; **to** 9:00 AM to 2:00 AM, Monday to Sunday.

Council adopted the Public Space and Seasonal Patio Programs bylaws in May of 2022. Given that the operator is requesting the serving of alcohol on a new seasonal patio as well as an extension of service hours, a Council resolution is required and must be submitted to the LCRB. The City of Richmond is given the opportunity to provide written comments by way of a resolution to the LCRB with respect to the liquor licence applications and amendments. For an amendment to a Food-Primary Liquor Licence, the process requires the local government to provide comments with respect to the following criteria:

- The potential for noise;
- The impact on the community; and
- Whether the amendment may result in the establishment being operated in a manner contrary to its primary purpose.

This application relates to an existing Food-Primary Liquor Licence for Grill Party currently covering indoor seating only for the establishment. The Seasonal Patio Permit will permit Grill Party to shift 20 of the current 98 indoor seats to outside seating to 10:00 PM, between April 1, and October 31, each year. Secondly, the applicant is requesting amendment of liquor service hours for the indoor seating from 9:00 AM to 2:00 AM, Monday to Sunday.

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

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

## Analysis

Grill Party is situated at 8511 Alexandra Road, Unit 120. The property is zoned Auto-Oriented Commercial (CA). This zone provides for a mix of commercial and related uses oriented to vehicular access. This is a one business property on private property and subject to the seasonal patio processes and regulations. Grill Party has operated at this location since 2016 under current ownership.

### Impact of Noise on the Community

The location of this establishment is such that there should be no noise impact on the community. The addition of a Seasonal Patio for Grill Party should not affect its operation or cause it to operate contrary to its primary purpose as a food primary establishment. This patio will be permitted from April 1 to October 31, each year and will be required to close at 10PM each night with the 20 seats shifted back indoors from November 1 to March 31 each year.

### Impact on the Community

The community consultation process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw No. 8951 which under Section 1.8.1 calls for:

1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*;  
must proceed in accordance with subsection 1.8.2.

1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:

- (b) post and maintain on the subject property a clearly visible sign which indicates:
  - (i) type of licence or amendment application;
  - (ii) proposed person capacity;
  - (iii) type of entertainment (if application is for patron participation entertainment); and
  - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on March 16, 2023, and three advertisements were published in the Richmond News newspaper on March 16, 2023, March 23, 2023 and March 30, 2023.

In addition to the advertised signage and public notice requirements, staff sent letters to businesses, residents and property owners within a 50 meter radius of the establishment (Attachment 2). On March 16, 2023, 163 letters were sent to residents, businesses and property



owners. The letter provided information on the proposed liquor licence application and contained instructions to comment on the application. The period for commenting for all public notifications ended April 15, 2023.

As a result of the community consultation process described, the City has received no responses opposed to this application and two responses in support. (Attachment 3).

#### Other Agency Comments

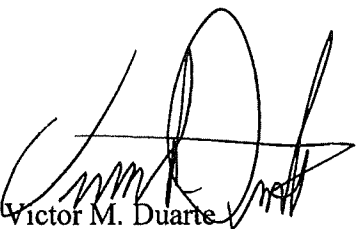
As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Building Approvals Department and the Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. There are no concerns from Vancouver Coastal Health and no concerns or comments provided by Richmond RCMP or Richmond Fire-Rescue.

#### **Financial Impact**

None

#### **Conclusion**

The results of the community consultation process of Grill Party's proposed amendment to their existing Food-Primary Liquor Licence application was reviewed based on the LCRB criteria. The analysis concluded there should be no noticeable potential impact from noise, no significant impact to the community and no comments or concerns were raised from Richmond Fire-Rescue or other agencies. Grill Party has operated since 2016 under this current ownership with no issues. Based on the culmination of these factors, the application to amend the Food-Primary Liquor Licence to include a Seasonal Patio with no change to person capacity and a change to the liquor service hours of Monday to Sunday, 9:00 AM to 2:00 AM, is recommended for approval.



Victor M. Duarte  
Supervisor, Business Licences  
(604-276-4389)

VMD:vmd

- Att. 1: Appendix A  
2: Aerial Map with 50m Buffer Area  
3: Letters of Support

## Appendix A

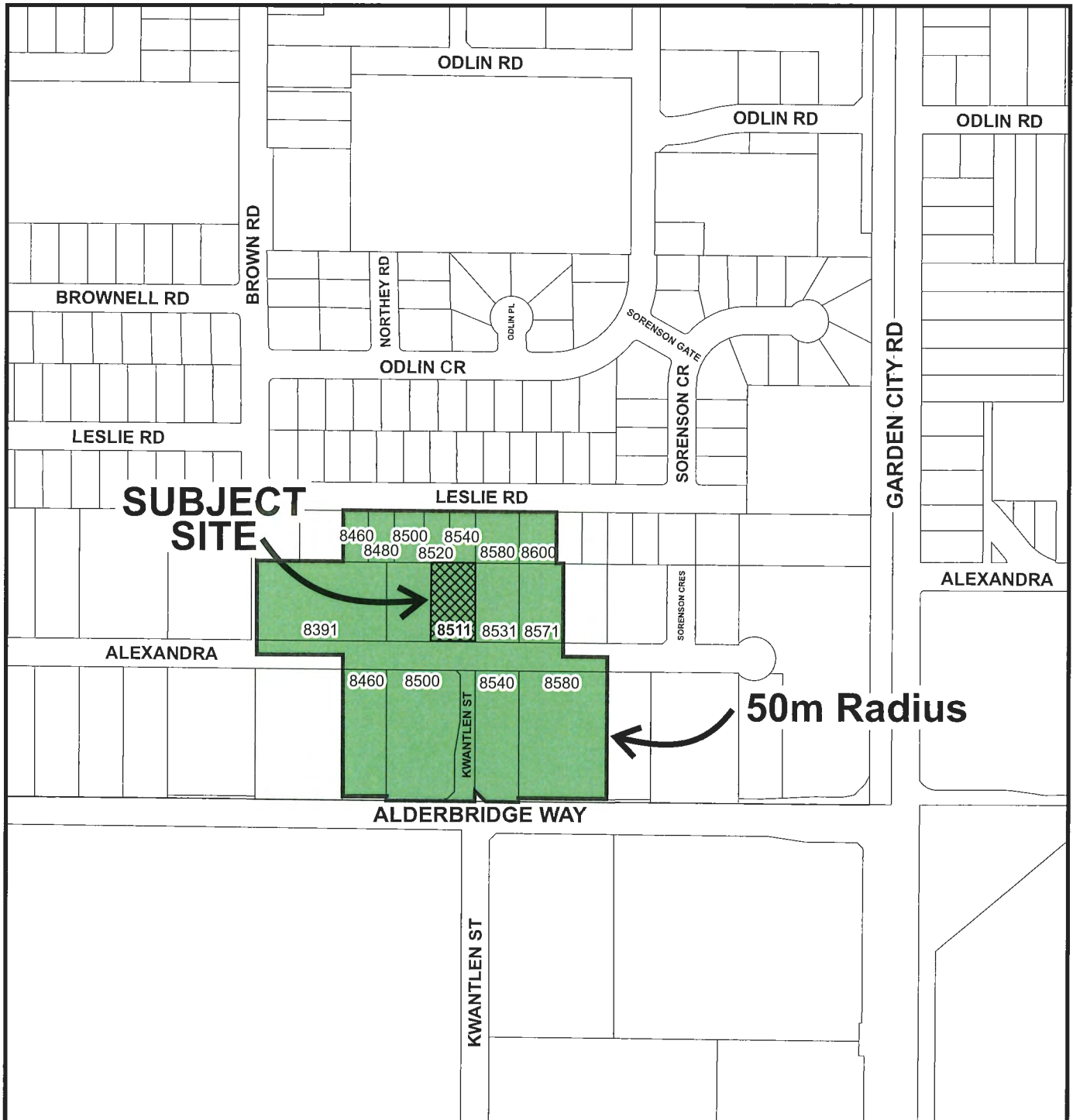
---

**Re: Application to Amend Food Primary Liquor Licence # 305936 - Extended Service Hours – Emperor’s Kitchen Ltd. DbA: Grill Party – 120 – 8511 Alexandra Rd., Richmond B.C.**

---

1. That the application from Emperor’s Kitchen Ltd. DbA: Grill Party, operating at, 120 - 8511 Alexandra Rd., requesting an increase to hours of liquor service to the Food Primary Liquor Licence # 305936, be supported for:
  - a) An addition of a Seasonal patio area to permit liquor and food service between April 1 and October 31 each year for 20 seats and to close at 10:00 PM each night;
  - b) Total person capacity will remain the same at 98 persons;
  - c) A permanent change to hours of liquor service;
    - i) **From**, Monday to Sunday, 9:00 AM to Midnight;
    - ii) **To**, Monday to Sunday, 9:00 AM to 2:00 AM.
2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that Council supports the amendment for a permanent change to hours of liquor service to the Food Primary Liquor Licence # 305936, with the hours as listed above, and;
3. Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:
  - a) The impact of additional noise and traffic in the area of the establishment was considered;
  - b) The potential impact on the community was assessed through a community consultation process; and
  - c) Given that there has been no noted incidents since operator commenced in 2016, the amendment to change hours of liquor service to the Food Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
  - d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:
    - i) Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and

- ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns.
- e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:
  - i) The community consultation process was completed within 90 days of the application process; and
  - ii) The community consultation process generated no comments opposed to this application and two comments in favour.
- f) Council recommends the approval of the amendment to the Food Primary Liquor Licence with extended hours of liquor service to 9:00 AM to 2 AM, Monday to Sunday, for reasons that the addition of the extended hours proposed is acceptable to the majority of the residents, businesses and property owners in the area and the community.



**8511 Alexandra Rd**  
50 m Radius

Original Date: 03/09/23

Revision Date:

Note: Dimensions are in METRES

**CITY OF RICHMOND**

**APR 14 2023**

**RECEIVED**

THE CITY OF RICHMOND

Business Licence Division

LIQUOR LICENCE APPLICATIONS

6911 NO. 3 RD

RICHMOND, BC, V6Y 2C1

Re: Grill Party, operating from premises located at 120 – 8511 Alexandra Rd., Richmond, BC.

Dear Sir/Madam:

I am writing to express my enthusiastic support for restaurant Grill Party's patio project . As a frequent patron of the restaurant, I am confident that the addition of a patio will enhance the dining experience for guests and contribute to the overall vibrancy of the community. I have seen firsthand the demand for outdoor seating during the warmer months. The addition of a patio would not only increase the restaurant's seating capacity but also provide a unique atmosphere that would set it apart from other dining establishments in the area.

Moreover, I believe that the proposed patio would be an asset to the community, providing a gathering place for residents and visitors alike. As more people spend time outdoors, this project has the potential to contribute to the vibrancy and vitality of the neighborhood, attracting new customers and promoting economic growth.

In conclusion, I believe that the addition of a patio to the restaurant will not only enhance the dining experience for customers but also contribute to the local economic growth. I fully support this project .

Thank you for your time and consideration.

Zhou mo

209-8600 Ackroyd road Richmond

7782276903



The city of Richmond Business Licence Division  
Liquor Licence Application  
6911 NO. 3 rd Richmond, BC, V6Y 2C1

**APR 14 2023**

**RECEIVED**

Re: Grill Party, operating from premises located at 120 – 8511 Alexandra Rd.,  
Richmond, BC.

Dear Sir/Madam:

We are writing as Marine bay restaurant in Richmond.

We have patronized Grill Party restaurant since it opened. We have found that Grill Party has been a welcome addition to the neighbourhood. We support the proposed change of licensing for this establishment.

Grill Party is an independent small business that should be permitted to have later hours of liquor service as well as a patio.

We have found that Grill Party has been a conscientious operator and that there have never any problems with it in terms of noise or problem patrons.

In today's increasingly diverse economy, people have different work schedules and routines. It is important that this is recognized.

We wholeheartedly support the efforts of the City and Province to modernize liquor laws, and in particular, we would like to add our names as supporting this application.

Sincerely:

Jun Liu  
200-8511 Alexandra road Richmond  
6043625135



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** May 25, 2023

**From:** Todd Gross  
Director, Parks Services

**File:** 11-7200-20-01/2023-  
Vol 01

Mark Corrado  
Director, Community Bylaws and Licensing

**Re:** Pilot Project for the Consumption of Alcohol in Public Parks

### Staff Recommendation

That a Bylaw be drafted to permit the implementation of a Pilot Project for the consumption of liquor in designated areas in a limited number of City of Richmond parks as detailed in the report "Pilot Project For the Consumption of Alcohol in Public Parks," dated May 25, 2023, from the Directors of Parks Services and Community Bylaws.

Todd Gross  
Director, Parks Services  
(604-247-4942)

Mark Corrado  
Director, Community Bylaws and Licensing  
(604-204-8673)

Att. 7

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Law	<input checked="" type="checkbox"/>	
Community Safety Administration	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Engineering Public Works	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

A number of municipalities in Metro Vancouver have implemented initiatives to permit the consumption of liquor in public spaces to provide park users with enhanced opportunities to socialize, recreate and relax with friends and family. While some municipalities provide the opportunity to consume alcohol in a variety of designated areas throughout their respective open public space system, others have restricted it to limited parks. In both models, a pilot project was usually initiated prior to permanent or full scale program implementation.

Staff received the following referral arising from discussion at the May 9, 2023, Community Safety Committee:

*That staff explore how the City can move forward this summer on a pilot project for the consumption of alcohol beverages in City parks similar to what other Municipalities in the region have in place, and report back to General Purposes Committee.*

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

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

*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 #6 A Vibrant, Resilient and Active Community:

*Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*

*6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*

*6.3 Foster intercultural harmony, community belonging, and social connections.*

### **Findings of Fact**

#### **Background**

Over the past three years, parks and open spaces have seen an increase in the number of visitors due to the need for recreation, exercise, connectivity and socialization. Additionally, increasingly warmer summer weather has increased outdoor resident activity, particularly, in higher density areas where access to privately owned green space is limited.

### Liquor Control and Licensing Act and Regulation

The Province's Liquor Cannabis Regulation Branch (LCRB) is the lead agency regulating alcohol consumption, sales and licensing of liquor primary and food establishments. However, municipalities play a key role in the issuance of liquor primary licenses and more recently in regulating the consumption of alcohol on City properties such as park spaces. The Province amended the *Liquor Control and Licensing Act* in June 2021 enabling municipalities to designate public places where alcohol consumption is permitted. The *Liquor Control and Licensing Act*, Section 73 and the *Liquor Control and Licensing Regulations*, Section 197, allow municipalities to designate, by Bylaw, a public space or a portion of it where alcohol can be consumed. Under the current Provincial legislation, the City would be required to implement a bylaw to regulate the public consumption of alcohol in the City of Richmond, either for a pilot project or a fully implemented program.

### Regional Precedents

Since 2021, 12 of the 23 Metro Vancouver jurisdictions have implemented alcohol consumption in public spaces pilot projects or permanent programs. A detailed chart of these municipalities are included as Attachment 1.

Of the five largest municipalities (aside from Richmond), three have designated public places where alcohol consumption is permitted.

	<b>Municipality</b>	<b>Pop.</b>	<b>Program Type</b>	<b>No. of Public Places</b>
1	Vancouver	662,248	Pilot and Permanent	54
2	Surrey	568,322	None	0
3	Burnaby	249,125	Pilot	TBD
4	Coquitlam	148,625	Pilot	57
5	Langley (Township)	132,603	None	0

Over the past two years, the apparent success of these programs has been such that a few municipalities have added additional sites or transitioned pilot projects to permanent ones. While participating municipalities have mostly experienced positive outcomes, many experienced an increase in waste management maintenance responsibilities. Port Moody, which is still in the pilot phase, has removed one site from the program due to issues with sand clean-up related to broken glass and the proximity of its swimming area.

### Pilot Project Guidelines

Piloting this initiative in a limited number of parks throughout the City would be considered an initial first step prior to a potential full implementation, pending a pilot project review. The following are proposed pilot guidelines:

- **Form:** The open consumption of alcohol would be permitted in designated areas within public parks. A balance will need to be struck between providing alcohol partakers adequate space with amenities close by and ensuring that other park uses are not negatively impacted.

- Duration: The proposed duration of the pilot project would be approximately two to three months, beginning July and ending September 30, 2023. Consistent with other municipalities that have implemented similar programs, staff propose that the consumption of alcohol be permitted between 11:00 a.m. and 9:00 p.m., seven days a week.
- Site Selection: A limited number of locations throughout the City will be selected for the pilot project based on multiple criteria, including but not limited to:
  - a. Geographic Location: Locate and pilot at limited sites throughout the City in neighbourhoods representative of various densities and park uses;
  - b. Minimize Impacts to Other Park and Park-Adjacent Uses: Locate away from school grounds and active play areas;
  - c. Proximity to Publicly Accessible Washrooms: Either within the park or nearby at a public facility;
  - d. Proximity to Food and Beverage Businesses: Either within the park itself or nearby;
  - e. Proximity to Multi-Family Housing: There is greater need for public greenspace for local residents with limited access to private outdoor spaces;
  - f. Accessibility of Transit: Ease of access to designated pilot project sites, and to provide alternative means of safe transportation;
  - g. Walkability: Ease of access to designated pilot project sites and to provide alternative means of safe transportation;
  - h. Visible, Non-Remote Locations: Promote prosocial activities and provide safe access for bylaw enforcement personnel, staff, and maintenance vehicles for waste and recyclable materials management; and
  - i. Park Amenities: Provide a mix of soft and hard landscapes, picnic tables, benches, waste and recycling receptacles, and shelters.
- Potential Impacts to Youth: To minimize the risk of adverse role-modelling, alcohol consumption should be avoided within the vicinity where youth and children typically congregate, such as playgrounds, spray parks, and athletic facilities such as baseball diamonds, sports fields, and extreme sports parks (e.g., skate or bike parks). Staff propose that a minimum prohibitive buffer of approximately ten metres (33 feet) be established around the aforementioned amenities.

### Monitoring and Enforcement

In all municipalities that have passed bylaws to allow for the consumption of alcohol in public spaces, the authority to enforce these bylaws has been shared by both local police (RCMP) department and the Bylaw department. Police play the sole role in the enforcement of *Criminal Code* offences associated with alcohol.



Staff conducted a preliminary scan of jurisdictions with bylaws regulating alcohol in public spaces and determined that a majority of municipalities have bylaw enforcement ticketing provisions regarding the consumption of alcohol in a non-designated area. These tickets could be issued both by police and bylaw staff.

The majority of jurisdictions utilized a call response model involving both police and bylaw staff to address public complaints. Only a minority of jurisdictions engaged a limited number of proactive patrols during peak summer months. Most jurisdictions did not report a substantial increase in alcohol or park related bylaw calls for service. Typically, founded calls for service involved individuals drinking in a non-designated area. Unfounded calls for service usually involved a member of the public who was unaware of the new bylaw. The resolution of these unfounded calls frequently occurred at the call-intake phase where staff took the opportunity to explain the new bylaw provisions. The potential risk of unfounded calls was viewed as being mitigated by a strong public awareness and education campaign.

Should the City introduce alcohol consumption in parks, it is recommended that ticketing provisions be established to, specifically, prohibit the consumption of alcohol outside of designated areas. Moreover, it is recommended that the City continue its current stepped approach to bylaws enforcement: proactive education, warnings, tickets, and court action. More serious incidents regarding public intoxication and impaired driving will continue to be enforced through the *Criminal Code*, as well as the consumption of alcohol by minors under the *Liquor Control and Licensing Act*.

## **Next Steps**

### Implement a Pilot Project

Should Council direct staff to proceed with a pilot project to permit the consumption of alcohol in public parks, staff recommend the following incremental implementation process:

1. Bring forward a bylaw to permit the implementation of a pilot project this summer. A bylaw could be prepared for Council's consideration at the next Council Meeting;
2. Implement a pilot project in designated areas in five City parks;
3. Conduct public consultation (during and after the pilot project) to gather feedback from residents; and
4. Report back to Council on the results of the public consultation process, feedback on the pilot project and recommendations for next steps.

### Proposed Pilot Project Locations

Based on the pilot project and, monitoring and enforcement guidelines, staff are recommending that the pilot project designated zones be established at five parks throughout the City (Attachment 2). Additional detailed location maps can be viewed in Attachments 3 to 7.

1. Garry Point Park

This site meets several key site selection criteria including park amenities such as publicly accessible washrooms, picnic tables and benches, and proximity to public transit and local businesses. As a popular regional tourist destination, utilizing this park as a pilot site will provide staff with key project evaluation opportunities due to its high profile and activity rate, and broad user base. See Attachment 3 for the Garry Point Park Pilot Project Location Map.

2. Aberdeen Neighbourhood Park

This park is located in the heart of the City Centre, close to public transit and central to nearby high-density residential areas. Additionally, with the recent completion of Phase 2 of the park, amenities such as sitting areas, picnic tables, a washroom, the Zhengzhou Exchange Garden and covered pavilion support this site as a highly urban and programmed park. See Attachment 4 for the Aberdeen Neighbourhood Park Pilot Project Location Map.

3. Minoru Park

While a significant portion of the park does not meet the site selection criteria due to incompatible uses such as sports fields and playgrounds, the proposed pilot project location in the northern section of the park meets several key site selection criteria. With the Minoru Lakes renewal project nearing completion, the widespread passive recreational areas make the Lakes area an appealing location as a pilot site. See Attachment 5 for the Minoru Park Pilot Project Location Map.

4. King George/Cambie Community Park

Although the park features a children's play area and spray park, the large and popular picnic area at the west end of the park, where residents regularly gather for events, along with nearby public washroom facilities, make this park an appropriate pilot site. See Attachment 6 for the King George/Cambie Community Park Pilot Project Location Map.

5. McLean Neighbourhood Park

This park is central to the Hamilton neighbourhood, and features numerous seating opportunities, lawn areas, and shade trees that provide ample recreation space for residents to enjoy. A pilot site in the passive recreational areas of the park would give the residents of Hamilton the opportunity to participate and provide their feedback on the pilot project. See Attachment 7 for the McLean Neighbourhood Park Pilot Project Location Map.

It should be noted that alcohol sales are not proposed to be a component of this pilot project. Alcohol will not be available for purchase in any park space connected with this project. Residents will need to purchase alcohol through licensed alcohol distributors and bring it to the park space.

Signage and Awareness

The effectiveness of the pilot project is contingent on an effective implementation and administration plan throughout the project's duration. Staff propose that signage be installed at

each of the proposed pilot sites informing park users of the pilot project itself, the location of the permitted alcohol consumption zones (depicted on a reduced scale map of the respective park), and contact information should residents have any questions, comments or concerns. Signage which is a requirement pursuant to the legislation, would be posted at entry points to the park, as well as key locations at the approximate boundaries of the permitted consumption zones. While the permitted consumption zones will not be physically delineated on the ground, site signage will provide residents the necessary information to locate the zones.

Although other municipalities have applied prohibited buffer zones that vary from five metres (16 feet) to 20 metres (66 feet) around amenities where kids and youth congregate as well as ecologically-sensitive areas, staff recommend that a ten metre (33 feet) prohibitive buffer be utilized around playgrounds, water play features and active recreation areas (e.g., sports fields and baseball diamonds) in consideration of the restricted conditions at several proposed pilot sites such as King George/Cambie Community Park and McLean Neighbourhood Park.

#### Public Consultation

Staff will engage with residents through a number of means including the City's Let's Talk Richmond platform and direct staff-resident dialogue at pilot project locations for the duration of the project. Having an open line for feedback and communication with residents will allow staff to be responsive to operational needs, enforcement issues, requests for services and overall project feedback.

#### *Post Project Completion Public Consultation, Program Evaluation and Report Back to Council*

Upon completion of the pilot project on September 30, 2023, staff will launch a Let's Talk Richmond survey requesting stakeholder feedback. While a specific feedback survey has not yet been developed, questions posed will attempt to garner feedback on the frequency and level of participation by residents, any positive or negative experiences as a result of the pilot project and the general level of support for expanding (or reducing) the pilot program to a permanent City-wide program or restricting it to only key locations. Additionally, staff propose that the survey should include an opportunity for residents to provide general feedback.

Staff will compile the results of the post-project survey, feedback received during the pilot project's operation and staff service requests including calls for bylaw enforcement and maintenance concerns. Staff will also evaluate operational service impacts to, for example, staffing areas involving Community Safety, RCMP, Parks and Environmental Services. Findings will be summarized in a Report to Council in Q4, 2023, or early Q1, 2024. The report will provide Council options for consideration to expand, reduce or conclude the program on a permanent basis.

#### **Financial Impact**

None.

## Conclusion

As our community densifies, residents are using public spaces for activities previously reserved for private outdoor spaces such as backyards, patios or decks. Just as residents responsibly enjoy an alcoholic beverage on private property while partaking in these pro-social activities, providing residents the same opportunity to do so in public parks is a potential initiative for the City to consider through a pilot project in a restricted number of parks.

Should Council direct staff to proceed with a pilot project to permit the consumption of alcohol in public parks, staff will bring forward a bylaw to permit the implementation of the proposed pilot project for designated areas in five parks, located throughout the City. Implementing this project on a pilot basis will provide both the City and residents time to evaluate whether such a program is suitable to become a normal practice in City parks, consistent with other municipalities in the region where similar programs have been successfully implemented.



Alex Kurnicki  
Manager, Parks Programs  
(604-276-4099)

- Att. 1: Metro Vancouver Jurisdictions with Alcohol Consumption in Public Places Programs  
2: City-Wide Pilot Project Location Map  
3: Garry Point Park Pilot Project Location Map  
4: Aberdeen Neighbourhood Park Pilot Project Location Map  
5: Minoru Park Pilot Project Location Map  
6: King George/Cambie Community Park Pilot Project Location Map  
7: McLean Neighbourhood Park Pilot Project Location Map

# Metro Vancouver Jurisdictions with Alcohol Consumption in Public Places Programs

Attachment 1

	Municipality Population	Program Type No. of Public Places	Permitted Hours	Prohibited Areas	Public Consultation
1.	Vancouver 662,248 pop.	Pilot (summer only) 7 beaches  Permanent (summer only) 10 parks  Permanent (year-round) 31 parks	11:00 am to 9:00 pm <i>Daily</i>	<ul style="list-style-type: none"><li>• Playgrounds or schools (+ 20 m. buffer zone)</li><li>• Pools or water parks (+ 5 m. buffer zone)</li><li>• Beaches (except those in pilot)</li><li>• Ponds, lakes or docks</li><li>• Sport fields and courts</li><li>• Skate parks</li><li>• Fitness amenities</li><li>• Pitch &amp; putt golf courses</li><li>• Ecologically sensitive natural areas (+ 20 m. buffer zone)</li><li>• Garden or horticultural display areas</li><li>• Off-leash dog areas</li><li>• Community centres</li><li>• Seawall</li><li>• Fieldhouses</li><li>• Building entrances</li><li>• Washrooms</li><li>• Parking lots</li><li>• Roadways</li><li>• During recreational programs or special events (temporarily)</li></ul> <p><i>Alcohol contained in glass bottles or containers are also prohibited due to the risk of broken glass.</i></p>	<ul style="list-style-type: none"><li>• Surveys</li></ul>

# Metro Vancouver Jurisdictions with Alcohol Consumption in Public Places Programs

Attachment 1

	Municipality <i>Population</i>	Program Type <i>No. of Public Places</i>	Permitted Hours	Prohibited Areas	Public Consultation
2.	Coquitlam 148,625 pop.	Pilot (year-round) 56 parks	Dawn to dusk <i>Daily</i>	<ul style="list-style-type: none"> <li>• Playgrounds</li> <li>• Pools and wading pool grounds</li> <li>• Indoor park areas</li> <li>• School District No. 43 lands</li> </ul>	N/A
3.	Langley (City) 28,963 pop.	Permanent (summer/fall only) 3 parks	11:00 am to 8:00 pm <i>Thursday to Saturday</i>  11:00 am to 6:00 pm <i>Sunday</i>	<ul style="list-style-type: none"> <li>• Playgrounds</li> <li>• Pools and spray parks</li> </ul>	<ul style="list-style-type: none"> <li>• Surveys</li> </ul>
4.	North Vancouver (District) 88,168 pop.	Permanent (year-round) 14 parks	11:00 am to dusk <i>Daily</i>	<ul style="list-style-type: none"> <li>• Playgrounds (+ 10 m. buffer zone)</li> <li>• Sport courts and skate bowls (+ 10 m. buffer zone)</li> <li>• Playing fields (during games or events)</li> <li>• Artificial turf fields (at any time)</li> <li>• Trails, pathways, natural parklands and forested areas</li> <li>• Wharves or boat launches</li> <li>• Buildings, structures, or other installations</li> <li>• Vehicles</li> </ul>	N/A
5.	New Westminster 78,916 pop.	Permanent (year-round) 7 parks	11:00 am to dusk <i>Daily</i>	<ul style="list-style-type: none"> <li>• Playgrounds</li> <li>• Pools</li> <li>• Off-leash dog areas</li> <li>• Indoor park areas</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Be Heard New West</i> website</li> <li>• Surveys</li> <li>• Poll</li> <li>• Mapping tool</li> </ul>



# Metro Vancouver Jurisdictions with Alcohol Consumption in Public Places Programs

Attachment 1

	Municipality Population	Program Type No. of Public Places	Permitted Hours	Prohibited Areas	Public Consultation
6.	Port Coquitlam 61,498 pop.	Permanent (year-round) 10 parks	Dawn to dusk Daily	<ul style="list-style-type: none"> <li>Playgrounds (+ 10 m. buffer zone)</li> <li>School District No. 43 lands</li> </ul>	<ul style="list-style-type: none"> <li>Let's Talk PoCo website</li> <li>Surveys</li> </ul>
7.	North Vancouver (City) 58,120 pop.	Permanent (year-round) 7 parks	11:00 am to dusk Daily	<ul style="list-style-type: none"> <li>Playgrounds or childcare areas (+ 20 m. buffer zone)</li> </ul>	<ul style="list-style-type: none"> <li>Web-based submissions</li> </ul>
8.	West Vancouver 44,122 pop.	Pilot (year-round) 3 parks  Permanent (year-round) 1 park	12:00 pm to dusk Daily	<ul style="list-style-type: none"> <li>Playgrounds</li> <li>Piers</li> </ul>	N/A
9.	Port Moody 33,535 pop.	Pilot (year-round) 5 parks*  * Neighbourhood parks were not considered due to insufficient time for public consultation.	11:00 am to dusk Daily	<ul style="list-style-type: none"> <li>Playgrounds (+10 m. buffer zone)</li> <li>Skateboard parks (+ 10 m. buffer zone)</li> <li>Spray parks (+ 10 m. buffer zone)</li> <li>Trails</li> <li>Labyrinth Healing Garden</li> <li>Sidewalks</li> <li>School District No. 43 lands</li> </ul>	To be conducted at end of pilot program (December 31, 2023).
10.	Delta 108,455 pop.  Ladner 23,016 pop.  Tsawwassen (First Nation) 2,256 pop.	Permanent (summer/early fall only) 3 parks	11:00 am to dusk Daily	<ul style="list-style-type: none"> <li>Playgrounds</li> </ul>	<ul style="list-style-type: none"> <li>Let's Talk Delta website</li> </ul>

# City-Wide Pilot Project Location Map





# Garry Point Park Pilot Project Location Map



# Aberdeen Neighbourhood Park Pilot Project Location Map



Note:  
Boundary of proposed Alcohol Consumption Permitted Zone is provided for illustrative purposes and subject to change upon implementation.





## Minoru Park Pilot Project Location Map



Note:  
Boundary of proposed Alcohol Consumption Permitted Zone is provided  
for illustrative purposes and subject to change upon implementation.





# King George/Cambie Community Park Pilot Project Location Map



Note:  
Boundary of proposed Alcohol Consumption Permitted Zone is provided  
for illustrative purposes and subject to change upon implementation.





# McLean Neighbourhood Park Pilot Project Location Map



Note:  
Boundary of proposed Alcohol Consumption Permitted Zone is provided  
for illustrative purposes and subject to change upon implementation.





# City of Richmond

## Report to Committee

---

**To:** General Purposes Committee  
**From:** Kim Somerville  
Director, Community Social Development  
**Date:** May 19, 2023  
**File:** 08-4055-05/2023-Vol 01  
**Re:** **Richmond Accessibility Advisory Committee 2023 Work Program**

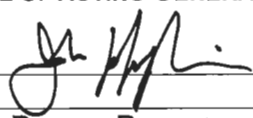

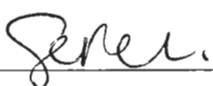
---

### Staff Recommendation

That the proposed work plan for the Richmond Accessibility Advisory Committee as outlined in the staff report titled "Richmond Accessibility Advisory Committee 2023 Work Program," dated May 19, 2023, from the Director, Community Social Development, be approved.

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

Att. 1

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

## Staff Report

### Origin

On November 28, 2022, City Council approved the creation of the Richmond Accessibility Advisory Committee (RAAC) to address one of the municipal requirements of the new Accessible British Columbia Act (the Act). The RAAC acts as a resource and provides advice to City Council to support the advancement of accessibility in the city, so people with disabilities are able to participate fully in all aspects of community life. Each year, RAAC will submit an annual report to Council for the completed year and a proposed work plan for the upcoming year. As this is the inaugural year of the RAAC, this report presents the proposed RAAC 2023 Work Program (Attachment 1).

This report supports Council's Strategic Plan 2022–2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

*Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*

This report also supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

*Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*

### Analysis

The RAAC is comprised of up to 12 Council-appointed, voting members who bring unique perspectives, knowledge and experiences to committee meetings. By fostering meaningful dialogue and information sharing, the RAAC provides input and advice to City Council to support and enhance the advancement of accessibility in the community. The proposed RAAC 2023 Work Program outlines the RAAC's priorities for the coming year that will further their mandate.

The proposed RAAC 2023 Work Program also aligns the Committee's efforts with the Act's requirements related to the role of accessibility advisory committees, including the requirements to:

- Assist the City with identifying barriers experienced by people with disabilities when interacting with or within the City (public and staff);
- Advise the City on how to prevent and remove these barriers; and
- Support the development of the Richmond Accessibility Plan.

### Proposed 2023 Work Program

The proposed 2023 Work Program was discussed at the RAAC meeting held on April 12, 2023. In 2023, priorities for the committee include:

- Supporting the development of the new Richmond Accessibility Plan;
- Providing advice and recommendations related to the advancement of accessibility in the City, including providing input to support the development of new City strategies and initiatives; and
- Increasing RAAC members' awareness on issues and trends that impact people with disabilities in the community through guest speakers and presentations.

Throughout 2023, the RAAC will meet monthly to discuss accessibility-related matters, advise City Council and staff, and support the development of the new Richmond Accessibility Plan, which is required by the Act to outline how the City will identify, remove and prevent barriers across planning and service areas. Development of the Richmond Accessibility Plan is underway and a draft plan will be presented to Council for approval in principle in fall 2023.

The RAAC will also provide an accessibility lens to the review of related policies, plans and initiatives that work to advance accessibility in the community and will respond to requests and referrals from Council as they arise. The 2023 Work Program will be revised as necessary to respond to emerging opportunities related to the RAAC's advisory role.

The RAAC Work Program will be implemented within the committee's annual operating budget of \$7,500.

### **Financial Impact**

None.

### **Conclusion**

The proposed RAAC 2023 Work Program outlines the Committee's priorities for the year to fulfil its mandate of supporting the advancement of accessibility in Richmond, so that people with disabilities are able to participate fully in all aspects of community life. Staff recommend that the proposed RAAC 2023 Work Program be approved.



Melanie Burner  
Program Manager, Social Development  
(604-276-4390)

Att. 1: Richmond Accessibility Advisory Committee Proposed 2023 Work Program

## Richmond Accessibility Advisory Committee Proposed 2023 Work Program

Richmond Accessibility Advisory Committee Work Program		
Initiative	Actions	Expected Outcome
1. Participate in a RAAC orientation.	1.1 Members participate in an orientation to the RAAC to learn about the roles and responsibilities of advisory committee members, the RAAC Terms of Reference and the City's current strategies and initiatives related to accessibility.	Members are aware of and understand the following: <ul style="list-style-type: none"> <li>• The RAAC Terms of Reference</li> <li>• Their role as an appointed member of the RAAC</li> <li>• The City's Respectful Workplace Policy 6800</li> <li>• The 2023 Work Program</li> <li>• Current City of Richmond strategies and initiatives related to accessibility, including the development of the Richmond Accessibility Plan</li> </ul>
2. Act as a resource to the City by providing recommendations and perspectives on issues and opportunities related to advancing accessibility in Richmond.	2.1 Respond to City Council requests and provide advice on issues related to advancing accessibility in Richmond.  2.2 Consult and provide input on City strategies, initiatives and policies that impact accessibility in Richmond.  2.3 Provide input and feedback to City staff on the accessibility of existing City programs, services and the built environment.	The RAAC applies an accessibility lens to support the development and updating of City strategies, initiatives and policies and advises City Council and staff, as requested.  The RAAC provides on-going feedback to support the identification, removal and prevention of barriers in existing City programs, services and the built environment.
3. Support the development of the Richmond Accessibility Plan.	3.1 Participate in and provide advice and recommendations related to the development of the Richmond Accessibility Plan.	The RAAC provides feedback on the development of the Richmond Accessibility Plan.

Richmond Accessibility Advisory Committee Work Program		
Initiative	Actions	Expected Outcome
	3.2 Promote and support opportunities for people with disabilities to participate in public engagement related to the development of the Richmond Accessibility Plan.	The Richmond Accessibility Plan is completed. Public engagement opportunities to support the development of the Richmond Accessibility Plan are accessible and consider a diverse range of needs.
4. Build on the RAAC's knowledge of accessibility issues through information sharing, guest speakers and educational opportunities.	<p>4.1 Invite guest speakers to present on issues and trends that impact people with disabilities in the community at regular RAAC meetings.</p> <p>4.2 Identify accessibility-related educational opportunities for members to learn about emerging issues and trends impacting people with disabilities that can inform the City's policies or practices.</p> <p>4.3 Monitor accessibility-related issues and emerging trends.</p>	<p>The RAAC is informed of trends and concerns raised by people with disabilities in the community.</p> <p>The RAAC is well equipped to provide an accessibility lens to City strategies, policies and initiatives, as requested.</p>
5. Encourage public awareness and community engagement to understand the needs and concerns of people with disabilities in Richmond.	<p>5.1 Discuss accessibility-related matters arising as a standing item on the RAAC agenda.</p> <p>5.2 Participate in information sessions, educational activities and special events open to the public that focus on issues impacting people with disabilities in Richmond.</p> <p>5.3 Promote opportunities for people with disabilities to participate in public engagement opportunities led and supported by the City.</p>	<p>RAAC is informed of trends and concerns raised by community members with disabilities.</p> <p>The City and residents continue to be well informed about the latest trends, research and advocacy efforts related to accessibility matters.</p> <p>People with disabilities are increasingly aware of engagement opportunities related to advancing accessibility in Richmond.</p>



Richmond Accessibility Advisory Committee Work Program		
Initiative	Actions	Expected Outcome
6. Support priority accessibility-related City initiatives through aligning RAAC agenda and discussion topics.	6.1 Review current and upcoming City initiatives related to accessibility and determine where RAAC participation will be most effective within the scope of the committee's advisory role.	<p>The RAAC's work and focus are aligned with Council-approved priorities related to advancing accessibility in Richmond.</p> <p>The RAAC's work informs current policy updates and initiatives from various City departments related to advancing accessibility.</p>