



Public Works & Transportation Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Wednesday, January 21, 2015
4:00 p.m.**

Pg. # ITEM

MINUTES

PWT-6 *Motion to adopt the **minutes** of the meeting of the Public Works & Transportation Committee held on Wednesday, December 17, 2014.*



NEXT COMMITTEE MEETING DATE

Wednesday, February 18, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING & DEVELOPMENT DEPARTMENT

1. **RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2015 INITIATIVES**
(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4440485)

PWT-10

See Page PWT-10 for full report

Designated Speaker: Victor Wei

STAFF RECOMMENDATION

- (1) *That the proposed 2015 initiatives of the Richmond Active Transportation Committee, as described in the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*



2. **TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2015 INITIATIVES**

(File Ref. No. 01-0100-30-TSAD1-01) (REDMS No. 4464936)

PWT-17

See Page PWT-17 for full report

Designated Speaker: Victor Wei

STAFF RECOMMENDATION

- (1) *That the proposed 2015 initiatives for the Traffic Safety Advisory Committee, as outlined in the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*



ENGINEERING & PUBLIC WORKS DEPARTMENT

3. **DESIGN CONCEPT – NO. 2 ROAD NORTH DRAINAGE PUMP STATION UPGRADE**

(File Ref. No. 10-6340-20-P.14306) (REDMS No. 4465923)

PWT-22

See Page PWT-22 for full report

Designated Speaker: Milton Chan

STAFF RECOMMENDATION

That the design concept for the No. 2 Road North Drainage Pump Station Upgrade be endorsed.



4. **AMENDMENT BYLAWS FOR WATER AND SEWER**

(File Ref. No. 10-6060-01; 12-8060-20-009202, 12-8060-20-009203) (REDMS No. 4458121)

PWT-28

See Page PWT-28 for full report

Designated Speaker: Lloyd Bie

STAFF RECOMMENDATION

- (1) *That Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202 be introduced and given first, second, and third readings; and*
- (2) *That Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9203 be introduced and given first, second, and third readings.*



5. **MUNICIPAL ACCESS AGREEMENT WITH LULU ISLAND ENERGY COMPANY INC.**

(File Ref. No. 10-6600-10-01) (REDMS No. 4399965)

PWT-35

See Page PWT-35 for full report

Designated Speaker: Alen Postolka

STAFF RECOMMENDATION

That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Municipal Access Agreement between the City and Lulu Island Energy Company Inc., a fully owned City corporation, containing the material terms and conditions set out in the staff report titled Municipal Access Agreement with Lulu Island Energy Company Inc. dated December 22, 2014, from the Director, Engineering.



6. **MULTI-FAMILY FOOD SCRAPS/ORGANICS RECYCLING AND
OPTIONAL SOLID WASTE COLLECTION SERVICES**

(File Ref. No. 10-6370-10-05) (REDMS No. 4474107)

PWT-38

See Page PWT-38 for full report

Designated Speaker: Suzanne Bycraft

STAFF RECOMMENDATION

- (1) *That a food scraps/organics recycling collection service program be implemented for all multi-family dwellings as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*
- (2) *That solid waste collection services including garbage with large item collection, and cardboard collection be implemented for all multi-family dwellings on an opt-in basis as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*
- (3) *That the Chief Administrative Office and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services to implement, service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, kitchen containers and related items associated with the services outlined in Items 1 and 2, above;*
- (4) *That an amendment to the City's Five Year Financial Plan (2015 – 2019) to include:*
 - (a) *capital costs of \$700,000 (funded from the City's general solid waste and recycling provision); and*
 - (b) *operating costs of \$1,212,500 in 2015 with amounts not recovered via rates in 2015 funded from the City's general solid waste and recycling provision,*
be approved; and
- (5) *That Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9204, be introduced and given first, second and third reading.*



Pg. # ITEM

7. **MANAGER'S REPORT**

ADJOURNMENT





Public Works & Transportation Committee

Date: Wednesday, December 17, 2014

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Harold Steves
Councillor Derek Dang
Councillor Ken Johnston
Councillor Alexa Loo
Mayor Malcolm Brodie

Also Present: Councillor Carol Day
Councillor Linda McPhail
Councillor Bill McNulty

Call to Order: The Chair called the meeting to order at 4:04 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, November 19, 2014, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, January 21, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING & PUBLIC WORKS DEPARTMENT

1. **MULTI-FAMILY ORGANICS RECYCLING**

(File Ref. No. 10-6370-10-05) (REDMS No. 4334898 v. 2)

In reply to queries from Committee, Suzanne Bycraft, Manager, Fleet and Environmental Programs, provided background information and highlighted the following with regard to Option 2 as described in the staff report titled *Multi-Family Organics Recycling*:

- the City would provide weekly service to all multi-family residents by either adding the service to the existing solid waste and recycling services contract or by issuing a competitive tender to the marketplace;
- it is anticipated that the City permit an opt-out option for any multi-family residences (on centralized cart collection only), thereby allowing them to contract privately, provided that they are able to demonstrate a designated organics collection service contract is in place;
- centralized garbage collection service using carts would be an option at the discretion of the property management company / Strata Council;
- in an effort to encourage organics recycling, weekly or twice weekly collection would be offered; and
- feedback from pilot program participants indicate that those who wish to opt in for the City service would also like to be able to utilize the City's large item pick program.

Also, Ms. Bycraft advised that the continuation of the food scraps and organics collection services for multi-family dwellings and commercial businesses would be funded from provision, for consistency with how implementation costs for other City programs have been managed.

Discussion ensued regarding the equity of funding the multi-family organics recycling program beyond the term of the pilot and Ms. Bycraft advised that the matter could be addressed in a forthcoming staff report.

In reply to further queries from Committee, Ms. Bycraft advised that, typically a multi-family building divides its cost among the number of units in the building, and billing is dependent on the billing structure in place. Also, she spoke of the provision to opt out, stating that it is difficult to anticipate what a private provider would offer; however, it appears to be competitive.

Public Works & Transportation Committee
Wednesday, December 17, 2014

It was moved and seconded

- (1) *That staff report back in the first quarter of 2015 on Option 2 for City-provided centralized organics and optional centralized garbage collection service for those multi-family residents currently not serviced by the City, as outlined in the staff report from the Director, Public Works dated November 28, 2014, regarding:*
 - (a) *the program implementation timeline;*
 - (b) *the contractual amendments necessary to Contract T.2988, Residential Solid Waste and Recycling Collection Services; and*
 - (c) *the bylaw amendments necessary to Bylaw 6803 – Solid Waste and Recycling Regulation; and*
- (2) *That the current pilot program for food scraps and organics collection services for multi-family dwellings and commercial businesses be continued pending a determination concerning implementation of a full-scale program.*

CARRIED

2. MANAGER'S REPORT

In reply to a query regarding the recent storms, Robert Gonzalez, General Manager, Engineering and Public Works, advised that although the City experienced higher than normal storm surges, the City's extensive monitoring systems predicted them and as such, the City was well prepared. He further remarked that the City's dikes well exceed the provincial minimum flood protection level, and thus, no flooding concerns arose. Mr. Gonzalez commented on the Britannia Heritage Shipyard, noting that this area is outside the dike and is subject to flooding depending on the water level. In an effort to minimize damage, equipment and furniture are temporarily relocated by staff when the water level is high.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:11 p.m.).

CARRIED

Public Works & Transportation Committee
Wednesday, December 17, 2014

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, December 17, 2014.

Councillor Chak Au
Chair

Hanieh Berg
Committee Clerk



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: December 11, 2014

From: Victor Wei, P. Eng.
Director, Transportation

File: 01-0100-20-
RCYC1/2014-Vol 01

Re: Richmond Active Transportation Committee – Proposed 2015 Initiatives

Staff Recommendation

1. That the proposed 2015 initiatives of the Richmond Active Transportation Committee, as described in the report, be endorsed.
2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

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

Staff Report

Origin

The Richmond Community Cycling Committee was formed in 1993, to allow City staff to work in partnership with the community to promote commuter and recreational cycling in Richmond. In 2013, Council approved the evolution of the Committee into the Richmond Active Transportation Committee (RATC) to reflect a broader mandate that includes skateboarding, in-line skating and low-speed scooters. The Committee provides input and feedback to the City on infrastructure projects designed for these modes and undertakes various activities in co-operation with the City that encourage, educate and raise awareness of active transportation.

This report reviews the 2014 activities of the RATC and identifies a number of initiatives for 2015 that would support its mandate to provide input and advice to the City on issues in the planning, development, improvement, and promotion of an active transportation network that supports a greater number of trips by cycling, walking and rolling. The Committee's activities would contribute towards the City's sustainability goals regarding greenhouse gas emission reductions and mode share shift as articulated in the Official Community Plan and, in turn, the city's long-term health, liveability and vibrancy.

Analysis

The RATC undertook and participated in a number of activities in 2014 that contributed to enhanced cycling and rolling opportunities, and increased education and awareness of active transportation in Richmond.

Expansion and Improvement of Active Transportation Network in 2014

The City continued to add to the active transportation network in 2014, which now comprises nearly 65 km of on- and off-street bike and rolling routes. The Committee provided feedback on the planning, design, construction, and/or improvement of the following facilities.

- *Railway Avenue Greenway*: Refinement of the intersection treatments and signage for this major north-south pedestrian, cycling and rolling greenway that connects Steveston with the Middle Arm Greenway. Enhancements undertaken in 2014 include the installation of additional stanchions with bike pushbuttons, the construction of two raised crosswalks complete with green surface treatment at Granville Avenue (see Figure 1) and Homma Elementary (on Railway Avenue), and the installation of additional signage for both motorists and greenway users.
- *Parkside Neighbourhood Link*: Construction of a paved and protected multi-use pathway to safely accommodate two-way cycling, rolling and walking along the north side of Granville Avenue between the north end of Ash Street and Garden City Park. The connection forms



Figure 1: Raised Crosswalk at Granville Avenue

part of this second neighbourhood bike route that links the South Arm area (Williams Road at Ash Street) to Garden City Park.

- *Use of Green Surface Treatment in Bike Lanes:* Addition of green-coloured anti-skid surface complete with bike stencils within bike lanes at strategic locations where there is a higher potential for conflicts between cyclists travelling straight through and motorists needing to cross the bike lane in order to make a right turn. The vibrant colour is the approved national standard that is intended to highlight and raise awareness to both cyclists and motorists to watch out for each other and use caution when in the area. The green treatment was added within the bike lane at the following three locations: (1) westbound Granville Avenue approaching Railway Avenue; (2) southbound Minoru Blvd approaching Granville Avenue; and (3) northbound Great Canadian Way at the driveway to Costco north of Bridgeport Road.
- *Westminster Highway Improvements:* Widening of existing shoulder and addition of extruded curb to provide protection from vehicles for roadway sections in the vicinity of Gilley Road and Smith Crescent in the Hamilton area. The improvements included a treatment that allows cyclists to bypass transit buses and passengers at bus stops when the stop is in use (see Figure 2).
- *No. 6 Road Pathway (Westminster Hwy-Commerce Parkway):* Completion of a new two-way off-street multi-use pathway on the west side of No. 6 Road as part of the scope of a road widening project. The project included the use of the green surface treatment at crosswalk locations similar to that along the Railway Greenway.
- *Lansdowne Road Extension (Minoru Blvd-Alderbridge Way):* The Committee provided feedback on the preliminary design for this roadway project that includes the provision of a two-way multi-use pathway on the north side.
- *Identification of Projects & Initiatives:* The Committee identified a preliminary list of projects and programs that support the implementation of active transportation initiatives that align with the mobility and access goals of the Official Community Plan (OCP) as well as the Parks and Open Space Strategy. The next steps will be to rank and prioritize the projects for future implementation through the City's annual capital and operating budget process.



Figure 2: Bike Lane Treatment at Bus Stop on Westminster Hwy

Promotion of Active Transportation Network in 2014

The Committee participated in the following activities in 2014 to promote cycling and other active transportation modes in Richmond.

- *Bike to Work Week (May and October 2014):* The Committee worked with organizers of this region-wide annual initiative to continue to successfully stage these events in Richmond. Region-wide, the two events broke records for the number of people registered online (a

combined total of nearly 12,000 cyclists including 2,368 participants who were new to cycle commuting). Within Richmond, two celebration stations for cyclists (located at the Canada Line Bridge and Flight Path Park on Russ Baker Way) also logged record numbers during the Spring event: a total of 452 cyclists (i.e., stopping at the commuter station or passing by) during a 2-hour period (see Figure 3). Notably, the Spring 2014 event recorded more cyclists even though there were fewer celebration stations than Spring 2013 (i.e., two versus four stations, respectively).

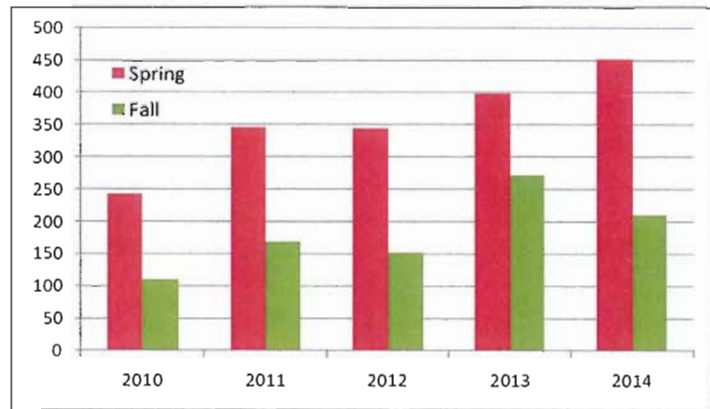


Figure 3: # Cyclists Logged at Commuter Stations during Bike to Work Week

A total of 417 participations in Richmond registered on-line for both events including 114 new riders, and collectively logged 1,886 trips for a total distance of 24, 086 kilometres thereby avoiding the emission of 5.2 tonnes of greenhouse gases.

- *Railway Greenway Opening (June 7, 2014)*: The Committee participated in the event by cycling down the Railway Greenway as part of the community parade to officially open the eco-corridor. Committee members also staffed a booth and provided information to and responded to questions from the public regarding cycling safety and regulations, and existing and forthcoming cycling and rolling routes in Richmond.
- *14th Annual "Island City, by Bike" Tour (June 8, 2014)*: Each year in June, as part of regional Bike Month activities and the City's Environment Week events, the Committee and the City jointly stage guided tours for the community of some of the city's cycling routes. The 14th annual "Island City, by Bike" tour was based at Thompson Community Centre and offered short (9-km) and long (28-km) rides with escorts provided by volunteer members of the Richmond RCMP bike squad. The loops featured the Railway Greenway plus a recently completed off-street multi-use path parallel to Russ Baker Way on Sea Island built by the Vancouver Airport Authority. Activities included a bike and helmet safety check prior to the ride plus a barbecue lunch and raffle prize draw at the finish. The event attracted over 100 cyclists of all ages and ability (see Figure 4). Attendance at the event has consistently grown over the past several years and now averages 110 participants, up from approximately 75 in each of the first five years of the event.



Figure 4: 2014 Bike Tour Participants

- *Garden City Bike Park Opening (July 23, 2014)*: The Committee hosted a booth at this event and provided information and responses to questions from the public regarding cycling safety, and existing and planned cycling and rolling routes in Richmond.
- *All Aboard! (August 9, 2014)*: The Committee participated in this event held at the Steveston Interurban Tram Building, which celebrated the history of transportation in Richmond. Members provided information on how to get around Richmond in fun, safe and environmentally friendly ways.

Active Transportation Education in 2014

The City provided funding of \$7,260 to *HUB: Your Cycling Connection*, a non-profit organization focused on making cycling better through education and events, to operate the following cycling education courses for local residents with input from the Committee. The City's support for cycling education generates multiple benefits including increased safety, encouragement of a life-long healthy activity and sustainable mode of travel, and potential to reduce traffic congestion around schools as more students choose to ride a bike, all of which align with the City's OCP goals. Beginning in 2015, the City will be eligible for a 30 per cent discount off program costs as a result of Council's endorsement in October 2014 of the City becoming a TravelSmart partner municipality with TransLink.

- *Ride the Road Bicycle Education for Students*: Four classes of 110 Grades 4 and 5 students at General Currie Elementary School (April 2014) and four classes of 120 Grades 6 and 7 students at Spul'u'kwuks Elementary School (July 2014) participated in five-day bike education courses, held in co-operation with Richmond School District. The courses include in-class lessons, on-bike playground cycling safety training for younger students and neighbourhood road ride education for older youth. The courses were well received and enjoyed the enthusiastic participation of all students. Post-program survey responses from Spul'u'kwuks students indicated that over 90 per cent were more likely to ride their bike to school post-course (see Figure 5).

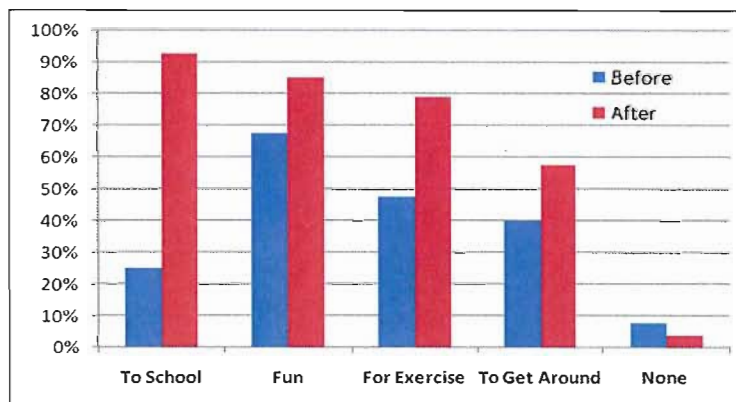


Figure 5: Likelihood to Ride by Purpose for Spul'u'kwuks Grades 6 & 7 Students

- *Learn to Ride*: In June 2014, a beginner's course targeted to recent immigrants was offered in co-operation with Immigrant Services Society of BC. Twelve new riders of varied immigrant backgrounds, who live in Richmond, took to the classroom, an empty parking lot, and eventually to the road to learn to ride safely and confidently on Richmond streets.

Other Initiatives related to Active Transportation in 2014

The Committee participated in the following initiatives related to active transportation.

- George Massey Tunnel Replacement: On March 16, 2014, Committee members along with City staff attended a cycling workshop organized by the Ministry of Transportation and Infrastructure's George Massey Tunnel Replacement Project (GMTR) Team to seek input from the cycling community regarding cycling access on the part of the Highway 99 corridor that pertains to the project including the new bridge and Highway 99 between the U.S. border and Bridgeport Road. In November 2014, the Committee provided further feedback on subsequent conceptual cycling access options for the new bridge prepared by the GMTR Team.
- Update of Cycling Section on City Website: The Committee reviewed and provided instructive feedback regarding the format and content of the cycling section of the City's website. The section was updated over the Summer-Fall period and now is easier to navigate plus the content better reflects the City's OCP goals with respect to encouraging active transportation.
- Field Trip to City of Vancouver: Committee members organized a cycling tour of recently implemented innovative cycling facilities in the City of Vancouver in July 2014. Featured designs included Hornby Street and Dunsmuir Street cycle tracks, Comox-Helmcken Greenway, bike box and bike traffic signal at Main Street-Union Street (Adanac Bikeway), Burrard Street-2nd Avenue intersection redesign, and Point Grey Road.

Proposed Active Transportation Network Initiatives in 2015

The Committee will provide input at the earliest conceptual stage on the prioritization, planning, design, and implementation of the following projects that expand and/or improve the network of infrastructure that can be used by active transportation modes.

- Prioritization of Future Active Transportation Network Projects: Following development of a preliminary list of potential initiatives, the next steps are to rank and prioritize the projects for future implementation through the City's annual capital and operating budget process.
- Planned Active Transportation Network Expansion: Projects include the completion of the Parkside Neighbourhood Link with the upgrade of the special crosswalk on Blundell Road at Ash Street to a pedestrian signal, initiation of the Crosstown Neighbourhood Link and further improvements to the Railway Avenue Greenway (e.g., upgrade of the special crosswalk on Westminster Highway at McCallan Road to a pedestrian signal).
- Cycling Network Improvement Projects: Potential project include localized improvements to existing on-street cycling facilities such as improved pavement markings (e.g., green painted bike lanes at potential conflict areas), additional signage and installation of delineators to prevent motorists from encroaching into bike lanes.
- Planned Park, Road and Development Projects: The Committee will review additional City and external agency projects that impact existing or would incorporate new active transportation infrastructure as part of the overall project such as the George Massey Tunnel Replacement, Westminster Highway widening (Nelson Road-McMillan Way), interim Lansdowne Road extension (Minoru Blvd-Alderbridge Way) and new civic facilities at Minoru Park.

Proposed Education and Promotion of Active Transportation in 2015

The Committee will encourage and promote active transportation as sustainable travel modes that also have significant health benefits via the following activities.

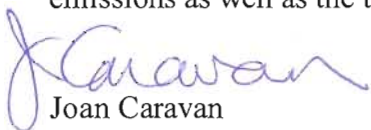
- 15th Annual "Island City, by Bike" Tour: Assist in the planning, promotion and staging of the fifteenth annual bike tour of Richmond during Bike Month in June 2015, which is set for Sunday, June 10th at South Arm Community Centre. Both the long and short routes will utilize the Parkside Neighbourhood Link to raise community awareness of this amenity that supports walking, cycling and rolling activities.
- Bike to Work & School: Assist in the planning, promotion and staging of this region-wide event during May and November 2015, which includes the provision of celebration stations for cyclists.
- Bicycle Education for Students: In co-operation with HUB and the Richmond School District, expand the delivery of the course to additional elementary schools in Richmond.
- Learn to Ride Courses: Work with HUB and a variety of community agencies to host and expand (in response to demand) the delivery of safe cycling education courses for recent immigrants in Richmond.
- Promotion of Active Transportation Network: Continue to participate in City events related to health and transportation to raise the awareness of new active transportation facilities both locally and regionally. Continue to provide education and awareness notices regarding active transportation in the City Page of the *Richmond Review* and continue to update, revise and enhance related information on the City's website and Facebook site.

Financial Impact

None.

Conclusion

The Richmond Active Transportation Committee continues to build its diversity of users' experience to support its broader mandate that includes other rolling transportation modes and now has the participation of members who have a specific perspective on wheelchair/scooter users and in-line skating. The Committee's proposed 2015 initiatives would continue efforts to further encourage greater and safer use of active transportation modes in Richmond, which in turn will support progress towards meeting the City's target for the reduction of greenhouse gas emissions as well as the travel mode share targets of the City's Official Community Plan.



Joan Caravan
Transportation Planner
Staff Liaison to Richmond Active
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Kevin Connery
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City of Richmond

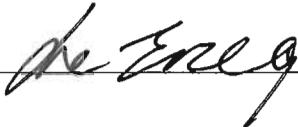


Report to Committee

To: Public Works and Transportation Committee **Date:** December 23, 2014
From: Victor Wei, P. Eng.
Director, Transportation **File:** 01-0100-30-TSAD1-
01/2014-Vol 01
Re: **Traffic Safety Advisory Committee – Proposed 2015 Initiatives**

Staff Recommendation

1. That the proposed 2015 initiatives for the Traffic Safety Advisory Committee, as outlined in the report from the Director, Transportation, be endorsed.
2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Bylaws Fire Rescue RCMP	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

Council endorsed the establishment of the Traffic Safety Advisory Committee (TSAC) in 1997, in order to create a co-operative partnership between City staff, community groups and other agencies that seek to enhance traffic and pedestrian safety in Richmond. The Committee provides input and feedback on a wide range of traffic safety issues such as school zone concerns, neighbourhood traffic calming requests and traffic-related education initiatives. TSAC currently has representation from the following groups: Insurance Corporation of BC (ICBC), Richmond School District, Richmond RCMP, Richmond Fire-Rescue, and the City's Transportation and Community Bylaws Divisions.¹ This report summarizes the Committee's activities in 2014 and identifies proposed initiatives for 2015.

Analysis

The Committee's major activities and accomplishments in 2014 are summarized below.

Road and School Zone Safety Initiatives in 2014

The Committee provided input on and/or participated in the following measures aimed at improving the safety of Richmond roads for all users, particularly in school zones.

- Maple Lane School – Pilot Traffic Calming Measure on Tweedsmuir Avenue: While a traffic speed study in the school zone on Tweedsmuir Avenue confirmed the need for traffic calming measures, local residents did not support the implementation of speed humps. The Committee investigated alternative measures and received a presentation on street-mounted school zone vehicle speed limit signs or “pedestrian zone markers.” The placement of the device narrows the roadway, thereby modifying driver behaviour and encouraging drivers to slow down (see Figure 1). Compared to speed humps, there is no impact to response times for emergency services and no vibration to adjacent properties. If struck by a vehicle, the marker folds down upon impact then returns to its initial upright position. The device is



Figure 1: Pedestrian Zone Marker on Tweedsmuir Ave

¹ The Committee has been without a representative of the Richmond District Parents Association (RDPA) since July 2009. Staff have made several requests for a new member to Richmond School District staff as well as the Council-School Board Liaison Committee. As staff recognize that a volunteer parent may find it challenging to attend TSAC meetings, staff have advised the RDPA that individual Parent Advisory Committee (PAC) members are welcome to attend TSAC meetings to discuss any school-related traffic safety issues.

designed to resist any impact, even when struck by a vehicle at over 80 km/h. The traffic calming measure has been adopted by several municipalities in Eastern Canada with impressive results.

The devices were installed on Tweedsmuir Avenue in early June 2014 and kept in place until the end of the school year, following which they were removed for the summer break. While the intent was to conduct a traffic study during that time to determine the effectiveness of the measures, typical traffic patterns were disrupted on the street during this time as the school was closed for much of the period due to the labour dispute between the Province of BC and the BC Teachers Federation. The pedestrian zone markers were re-installed on Tweedsmuir Avenue in Fall 2014 and a traffic study will be conducted in early 2015 to determine the before/after impacts. If the post studies show a reduction in vehicle speeding, staff will consider the measure for other locations.

- Anderson School – Proposed Traffic Calming on Alberta Road: in response to concerns regarding motorist speeding during school hours as identified by the principal of Anderson Elementary School on Alberta Road, the Committee discussed potential traffic calming measures within the school zone, given that a traffic study along Alberta Road confirmed a speeding issue. Pending the early results of the traffic study to be conducted on Tweedsmuir Avenue, the installation of pedestrian zone markers will be considered for this location.
- Brighthouse School – Proposed Traffic Calming Measures on Azure Road: the Committee discussed potential traffic calming measures within the school zone, as a traffic study confirmed a speeding issue. Similar to Alberta Road, the installation of pedestrian zone markers will be considered for this location pending the early results of the traffic study to be conducted on Tweedsmuir Avenue.
- Traffic Calming in Burkeville: the Committee discussed potential measures for the Burkeville area in light of residents' concerns regarding motorist speeds and clarity of right-of-way at uncontrolled intersections. As a result, a number of stop signs were installed at T-intersections in 2014 and, as approved by residents via a survey, speed humps are planned on Catalina Drive (fronting the park) and Wellington Crescent (fronting Sea Island School) in 2015.

Traffic and Pedestrian Safety Campaigns in 2014

Committee members participated in the following ICBC- and RCMP-led road and pedestrian safety campaigns.

- Distracted Driving & Speeding: ICBC in partnership with the Richmond RCMP conducted traffic education and enforcement campaigns in Richmond focusing on distracted drivers (February 6 and 25, 2014) and speeding (May 8, 2014).
- “Project Swoop”: a targeted vehicle speed watch and traffic enforcement campaign was held on May 22, 2014 throughout the Lower Mainland involving ICBC and RCMP. The campaign included locations in Richmond.
- “S.L.O.W.” Flash Mob: as part of annual pedestrian safety campaigns held each Fall-Winter in the city, a special “flash mob” event was held on October 30, 2014 at the intersection of

No. 3 Road and Saba Road to further heighten awareness regarding pedestrian safety. The co-ordinated event involved staff and members of ICBC, Richmond RCMP, Richmond Fire-Rescue, the City of Richmond, BC Ambulance Service, TransLink Transit Police, and a number of community organizations dancing to the song “Stayin’ Alive” and promoting the message of “Stop, Look, Observe, Walk” (S.L.O.W.). Following the event, participants distributed reflectors to observers and passers-by to further enhance and promote pedestrian safety through education and awareness (see Figures 2 and 3).



Figure 2: Flash Mob Participants



Figure 3: RCMP Distributing Reflectors

Proposed Traffic Safety Activities for 2015

In addition to developing and providing input on corrective measures to address identified traffic safety concerns, the Committee will undertake a number of proactive initiatives to enhance traffic safety in 2015.

- *Traffic Calming*: the assessment, implementation and monitoring of road safety and traffic calming measures where warranted in local neighbourhoods, together with consultation with Richmond RCMP and Richmond Fire-Rescue prior to the implementation of any traffic calming measures.
- *School Zone Traffic Safety*: on-going review and improvement of traffic and pedestrian safety in school zones through improving vehicle parking and circulation layout at schools, supporting the enforcement of school zone traffic violations, and introducing new walkways and crosswalks as well as upgraded crosswalks to improve pedestrian safety.
- *Pedestrian & Traffic Safety Campaigns*: continue to support and participate in on-going multi-agency efforts to increase the level of pedestrian and traffic safety, such as annual campaigns held by ICBC and Richmond RCMP.
- *Discouraging Vehicle Speeding*: the member agencies of the Committee will continue to jointly work on initiatives to curb vehicle speeding in the community, such as the targeted enforcement program of Richmond RCMP.
- *Special Events*: provide comment and input from a traffic safety perspective on the development and implementation of traffic management plans to support special events.

- Richmond Parking Advisory Committee: provide input to this Committee as required, as some items may have traffic safety implications (e.g., changes to on-street parking regulations).

Financial Impact

None. Costs associated with the installation of traffic control devices, walkway construction and other road and traffic safety improvements are normally accommodated in the City's annual capital budget and considered as part of the annual budget review process. Some of these projects are eligible for financial contribution from external agencies (e.g., ICBC and TransLink). If successful, staff will report back on the amount of financial contribution obtained from these external agencies through the annual staff reports on ICBC and TransLink cost-sharing programs respectively.

Conclusion

The Traffic Safety Advisory Committee is one of the few multi-agency forums in the region dedicated to enhancing pedestrian and traffic safety within its home municipality. Since its inception in 1997, the Committee has provided input on and support of various traffic safety improvements and programs and initiated a range of successful measures encompassing engineering, education and enforcement activities.



Joan Caravan
Transportation Planner
(604-276-4035)
(on behalf of the Traffic Safety Advisory Committee)



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: December 22, 2014

From: John Irving, P.Eng. MPA
Director, Engineering

File: 10-6340-20-
P.14306/Vol 01

Re: Design Concept - No.2 Road North Drainage Pump Station Upgrade

Staff Recommendation

That the design concept for the No.2 Road North Drainage Pump Station Upgrade be endorsed.

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

Att. 3

REPORT CONCURRENCE		
ROUTED TO: Sewerage and Drainage Parks Arts, Culture & Heritage	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The No.2 Road North Drainage Pump Station was constructed in the mid 1970's. Council approved an upgrade to this drainage pump station as part of the 2014 Capital Program. Staff have advanced the design to the point whereby the general layout and architectural features have been identified.

The purpose of this report is to provide Council information regarding the intended pump station layout, including potential architectural and public art features.

Analysis

The City's extensive flood protection and drainage system includes 49 kilometres of dikes, a series of ditches/canals, underground pipe and 41 drainage pump stations. The drainage system is designed to prevent the City from flooding during up to a 1:10 year rainfall event.

The existing No.2 Road North Drainage Pump Station services areas adjacent to No.2 Road, roughly bounded by the north dike, Francis Road, Railway Avenue and Gilbert Road. This station was constructed in the mid 1970's and contains old, antiquated equipment and is in need of a pumping capacity increase to adequately meet current flood protection standards.

Design of an upgraded No.2 Road North Drainage Pump Station commenced in Fall 2014 and has advanced to a point whereby the general layout and architectural features have been identified (Attachments 1 and 2).

In general, the pump station has been designed to reflect the location's proximity to the airport as well as highlight the mechanical equipment of the pump station. The roof will be designed in a wing-like form, and the walls will consist primarily of glass to showcase the generator and control panels within the station.

Through the City's public art program, an artist was selected to work closely with the consulting team on developing the conceptual design. As the detailed design progresses, the public art features will continue to be refined and integrated into the overall project.

This station is also incorporated into the highly utilized dike trail system connecting the Middle Arm dike to Terra Nova. Accordingly, the pump station maintenance accesses are visualized to be appealing and complimentary to the existing trails while at the same time providing the necessary means for pump station operations and maintenance activities. It is also proposed that short sections of the adjacent dike be raised to 4.7 metres geodetic, which is consistent with the City's Long Term Flood Management Strategy to address sea level rise. The current elevation of the dike is approximately 3.3 metres geodetic.

Subject to Council's support, a public open house will be held shortly to get feedback on the design.

It is anticipated that design will be completed by Spring 2015, with construction to follow immediately thereafter. It is anticipated that construction will take place over a period of approximately six months.

Financial Impact

Funding to complete the No.2 Road North Drainage Pump Station upgrades has been approved by Council as part of the 2014 Capital Program.

Conclusion

The No.2 Road North Drainage Pump Station has been approved in the 2014 Capital Program. Design has progressed to the point where the general layout and architectural features/opportunities have been identified. Subject to Council's support, a public open house will be held shortly to gain feedback on the proposed design.



Mile Racic
Project Manager
(604-247-4655)

MR: mr

- Att. 1: Street Level View
2: Dike View
3: Aerial View

Attachment #1: Street Level View



Attachment #2: Dike View



Attachment #3: Aerial View





City of Richmond

Report to Committee

To: Public Works and Transportation Committee
From: John Irving, P.Eng. MPA
Director, Engineering
Re: Amendment Bylaws for Water and Sewer

Date: December 18, 2014
File: 10-6060-01/2014-Vol
01

Staff Recommendation

That

- a) Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202 be introduced and given first, second, and third readings; and
- b) Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9203 be introduced and given first, second, and third readings.

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

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

Staff Report

Origin

The Waterworks and Water Rates Bylaw No. 5637 (the “Water Bylaw”) and the Drainage, Dyke and Sanitary Sewer Bylaw No. 7551 (the “Sewer Bylaw”) govern the use of and access to the City’s water distribution system and drainage and sewer system respectively. Updates to the bylaws are required periodically to address new or emerging issues.

Analysis

The following is a description of the recommended changes to the Water Bylaw, as proposed with Amendment Bylaw No. 9202 (Attachment 1), and the Sewer Bylaw, as proposed with Amendment Bylaw No. 9203 (Attachment 2).

The current Water and Sewer Bylaws have provisions that allow service connection work to be constructed by City Forces at cost. The property owner pays the estimated cost of connection prior to construction and the City refunds any difference between estimated and actual cost. Where the actual cost exceeds the estimated cost, the property owner is required to pay the difference. This unplanned additional cost can result in financial hardship for the property owner.

While estimates are based on detailed design drawings sealed by an Engineer, there are always unknowns where excavation in City streets is concerned. Typical issues that can result in costs that are higher than the estimated cost include higher than anticipated water table (increased dewatering cost), unknown or poorly documented existing infrastructure that must be altered or worked around, and unexpected weather or traffic conditions. Similarly, conditions can be better than anticipated and costs can be lower than estimated. For large projects, this variability balances out to the estimated cost. Small projects, like individual service connections, are more obviously impacted when each project is reviewed on an individual basis. However, when service connections are aggregated on an annual basis, the variability balances out similar to a large infrastructure project. The proposed bylaw changes take advantage of this statistical attribute and will create cost certainty for property owners without undue financial risk to the City.

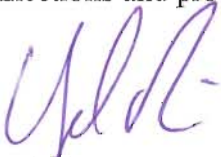
As per the proposed Water Bylaw and Sewer Bylaw amendments, all service connection installations will be completed at firm price. The firm price will be quoted by the City based on the size of the service connections in accordance with revised Schedule “D” for the Water Bylaw and Schedule “A” for the Sewer Bylaw. Custom quotes will be developed for installations that are not typical. This will eliminate the uncertainty in cost for the property owner, while still providing competitive rates and good value.

Financial Impact

None.

Conclusion

Amendment Bylaw No. 9202 proposes changes to the Waterworks and Water Rates Bylaw No. 5637, and Amendment Bylaw No. 9203 proposes changes to the Drainage, Dyke and Sanitary Sewer Bylaw No. 7551. These amendment bylaws include firm price installation for all service connections and provide certainty in cost for the property owner.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)



Suman Shergill, P.Eng.
Project Engineer
(8516)



**Waterworks and Water Rates Bylaw No. 5637
Amendment Bylaw No. 9202**

The Council of the City of Richmond enacts as follows:

1. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended:

- (a) by deleting section 2(b) and substituting the following:

“(b) Notwithstanding clause (a) of Section 2, where:

- i) the connection charge is not specified in Schedule D;
 - ii) the property is not adjacent to **City** property or right-of-way in which the **service pipe** is located; or
 - iii) due to utility conflict or any other reason, the connection charge specified in Schedule D does not apply;

the **property owner** must pay to the **City** the amount quoted by the **City** in accordance with Section 38 of this bylaw.”

- (b) by deleting sub-section 29(d)(ii) and substituting the following:

“(ii) give notice to the customer to correct the fault within 96 hours, or a specified lesser period, and if the customer fails to comply with such notice, the **General Manager, Engineering & Public Works** shall proceed in accordance with Subsection (i) of this Section. Without prejudicing the aforesaid, the **General Manager, Engineering & Public Works** may allow cross-connection control devices to be installed on the service pipe on **City** property. The device and installation is to be approved by the **General Manager, Engineering & Public Works** and applicable charges paid by the **property owner**.”

- (c) by deleting section 38 and substituting the following:

“38. **Quotes for Non-Standard Installations**

- a) In the circumstances specified in section 2(b) of this bylaw, the **City** will provide to the **property owner** a quote on the basis of approved final design drawings.
 - b) The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction.
 - c) If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the amount quoted in accordance with section 38(a) of this bylaw."
- (d) by deleting Schedule "D" and substituting Schedule A attached to and forming part of this Bylaw.
2. This Bylaw is cited as "**Waterworks And Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR_____
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>US</i>
APPROVED for legality by Solicitor <i>ny</i>

SCHEDULE A to AMENDMENT BYLAW No. 9202**SCHEDULE "D" to BYLAW 5637****1. WATER CONNECTION CHARGE**

Single-Family, Multi-Family, Industrial, Commercial Water Connection Size	Connection Charge	
	Tie In Charge	Price Per Metre of Service Pipe
25mm (1") diameter	\$2,550	\$175.00
40mm (1 ½") diameter	\$3,500	\$175.00
50mm (2") diameter	\$3,650	\$175.00
100mm (4") diameter	\$6,900	\$350.00
150mm (6") diameter or larger	in accordance with Section 38	in accordance with Section 38

2. DESIGN PLAN PREPARED BY CITY

Design plan prepared by City for one-family dwelling or two-family dwelling \$1,000 each

Design plan for all other buildings \$2,000

3. WATER METER INSTALLATION FEE

Install water meter [s. 3A(a)] \$1,000 each



City of
Richmond

Bylaw 9203

Drainage, Dyke and Sanitary Sewer Bylaw 7551 Amendment Bylaw No. 9203

The Council of the City of Richmond enacts as follows:

1. The **Drainage, Dyke and Sanitary Sewer Bylaw 7551**, as amended, is further amended:

(a) by deleting sub-section 1.2.2 and substituting the following:

“1.2.2 Notwithstanding the provisions of clause (a) of subsection 1.2.1, the **property owner** must pay to the **City** an amount quoted by the **City** for the cost of construction where:

- (i) the connection charge is not specified in Schedule A; or
- (ii) due to utility conflict or any other reason, the connection charge specified in Schedule A does not apply.

The construction cost will be quoted by the City based on approved final design drawings. The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction. If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the quoted construction cost.”

2. This Bylaw is cited as “**Drainage, Dyke and Sanitary Sewer Bylaw 7551, Amendment Bylaw No. 9203**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: December 22, 2014

From: John Irving, P.Eng. MPA
Director, Engineering

File: 10-6600-10-01/2014-
Vol 01

Re: **Municipal Access Agreement with Lulu Island Energy Company Inc.**

Staff Recommendation

That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Municipal Access Agreement (MAA) between the City and Lulu Island Energy Company Inc., a fully owned City corporation, containing the material terms and conditions set out in the staff report titled, "Municipal Access Agreement with Lulu Island Energy Company Inc.," dated December 22, 2014, from the Director, Engineering.

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

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

Staff Report

Origin

In June 2014, the City and Lulu Island Energy Company (LIEC) executed a District Energy Utilities Agreement assigning LIEC the function of establishment and operation of district energy systems and the provision of thermal energy services on behalf of the City. To be able to provide this function, LIEC will need access to dedicated highways, streets, roads, road allowances, lanes and bridges under the City's jurisdiction as well as the City's applicable statutory rights of way on private properties (collectively, the "Statutory Rights of Way") to install, operate and maintain district energy infrastructure and equipment.

At the Closed Council meeting of April 28, 2014, Council endorsed the Material Terms specified in the report titled "River Green District Energy Utility - Business & Infrastructure Terms," dated April 17, 2014, from the Director, Engineering for the purpose of endorsing Lulu Island Energy Company and Corix Utilities Inc. entering into a Concession Agreement.

Analysis

LIEC is a wholly-owned local government corporation, with the City of Richmond as its sole shareholder. Council appoints a board to administer daily operations of DEUs, and Council approves utility rates, policies, and practices. The corporation was established for the purposes of managing district energy utilities on the City's behalf. LIEC will need to install district energy infrastructure and equipment within the City of Richmond's Statutory Rights of Ways. It must obtain the City's consent to use the Statutory Rights of Way and this is typically accomplished through a MAA.

The proposed MAA protects the City's interests and establishes the roles and responsibilities of both parties, as well as provides a right to LIEC to assign this MAA to Corix Utilities on the same terms and conditions. The proposed MAA will:

- Specify locations where the agreement will be applicable (i.e. the Statutory Rights of Ways);
- Permit LIEC to grant Corix Utilities Inc. a sub-licence to carry out the work in the service corridors on the same terms and conditions as in this MAA;
- Specify required consent for constructing, maintaining, operating, repairing and removing LIEC's equipment, and define the scope of the City's consent;
- Require LIEC to pay causal¹ costs to the City at the City's discretion;
- Define the conditions under which LIEC may carry out work;
- Specify cost allocations for LIEC equipment to be relocated as a result of any municipal and third party projects;
- Minimize the City's liability due to LIEC's work or equipment;
- Identify the term of the MAA to be 30 years;

¹ Causal costs are costs incurred as a result of additional effort and materials spent working around a private utility installation while maintaining or constructing public infrastructure

- Define and impose fees and charges (eg. lost productivity costs, permit and inspection costs, and pavement degradation) and their annual CPI increase;
- Require LIEC to assume environmental liability for any hazardous substances that they bring to or cause to be brought to the Statutory Rights of Ways;
- Identify the insurance requirements LIEC must maintain; and
- Include indemnity clauses.

Financial Impact

None. Electric light, electric power, telephone, water, gas or closed circuit television utility companies that utilize City property as utility corridors pay an annual 1% tax to the City as per Section 192 of the *Community Charter* and Section 353 of the *Local Government Act*. However, LIEC as a thermal energy utility company would be exempted from this tax.

Conclusion

A Municipal Access Agreement between the City and LIEC will allow the LIEC to install district energy infrastructure and equipment within the City of Richmond's Statutory Rights of Ways in order to perform its function – establishment and operation of district energy systems and the provision of thermal energy services on behalf of the City.



Alen Postolka, P.Eng., CP, CEM
District Energy Manager
(604-276-4283)

AP:ap



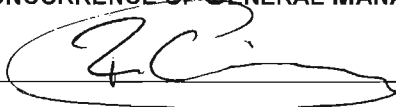


To:	Public Works and Transportation Committee	Date:	January 6, 2015
From:	Tom Stewart, ASCT. Director, Public Works	File:	10-6370-10-05/2015- Vol 01
Re:	Multi-Family Food Scraps/Organics Recycling and Optional Solid Waste Collection Services		

Staff Recommendation

1. That a food scraps/organics recycling collection service program be implemented for all multi-family dwellings as outlined in the staff report dated January 6, 2015 from the Director, Public Works.
2. That solid waste collection services including garbage with large item collection, and cardboard collection be implemented for all multi-family dwellings on an opt-in basis as outlined in the staff report dated January 6, 2015 from the Director, Public Works.
3. That the Chief Administrative Office and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services to implement, service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, kitchen containers and related items associated with the services outlined in Items 1 and 2, above.
4. That an amendment to the City's Five Year Financial Plan (2015 – 2019) to include:
 - a. capital costs of \$700,000 (funded from the City's general solid waste and recycling provision); and
 - b. operating costs of \$1,212,500 in 2015 with amounts not recovered via rates in 2015 funded from the City's general solid waste and recycling provision,be approved.
5. That Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9204, be introduced and given first, second and third readings.



Tom Stewart, ASCT.
Director, Public Works
(604-233-3301)

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

Staff Report

Origin

Metro Vancouver has introduced a food scraps disposal ban effective January 1, 2015, with a six-month grace period provided before surcharges will be applied at regional disposal facilities – surcharges commence July 1, 2015. In preparation, at their December 17, 2014 meeting, Council considered a report on “Multi-Family Organics Recycling” and directed as follows:

1. That staff report back in the first quarter of 2015 on Option 2 for City-provided centralized organics and optional centralized garbage collection service for those multi-family residents currently not serviced by the City, as outlined in the staff report from the Director, Public Works dated November 28, 2014, regarding:
 - a) The program implementation timeline;
 - b) The contractual amendments necessary to Contract T.2988, Residential Solid Waste and Recycling Collection Services; and
 - c) The bylaw amendments necessary to Bylaw 6803 – Solid Waste and Recycling Regulation.
2. That the current pilot program for food scraps and organics collection services for multi-family dwellings and commercial businesses be continued pending a determination concerning implementation of a full-scale program.

This report responds to the above and seeks program implementation approval.

This report supports Council’s Term Goal #8 Sustainability:

To demonstrate leadership in sustainability through continued implementation of the City’s Sustainability Framework.

8.1. Continued implementation and significant progress towards achieving the City’s Sustainability Framework, and associated targets.

Analysis

The City currently provides Green Cart recycling services, including food scraps collection, to 56% of total residences (single-family and many multi-family townhome residences). In order to ensure all residents have access to food scraps/organics recycling services to comply with the disposal ban, this report presents a service provision for all remaining residents, i.e. those in multi-level multi-family buildings.

To address frequent requests for access to other City services for a broader suite of waste management collection services, this report also presents an optional service provision for garbage with large item collection, as well as cardboard collection services.

A more detailed description of the proposed services, implementation approach and related contract and bylaw amendments necessary to enact these services is outlined in more detail below.

1. Multi-Family Food Scraps/Organics Recycling Program

Key aspects of this program are outlined below.

A. Service Description:

- i. Food scraps/organics collection service is provided to all multi-family residences (those currently not serviced by the City under existing programs). The strata corporation may apply for exemption from City service, provided a food waste diversion plan that is acceptable to the City, is provided.
- ii. The City provides collection carts, i.e. Green Carts, in a central collection area and in a sufficient number to meet each individual building requirement (including volume generation, space availability, container access, etc.).
- iii. Green Carts are lined by the City only with an approved compostable liner and are cleaned by the City on a monthly basis.
- iv. Green Carts are serviced by the City either weekly or twice per week. The service frequency is established in consultation with the property management company/strata.
- v. The City provides in-unit kitchen containers for each unit, as well as all educational material and signage. This includes regular program updates provided through various means, including direct mail to individual residents.
- vi. Residents use kitchen containers for temporary storage of their food scraps, and may use paper liners (same as current Green Cart program). Residents empty the contents of their kitchen containers into the Green Carts at the central collection area at their convenience. Residents are responsible for maintenance/cleaning their kitchen containers.
- vii. City representatives will work with the property/building manager to address any service issues or concerns, including material contamination, service frequency adjustments, etc.
- viii. The City manages processing of the food scraps/organics (i.e. at composting facility).

B. Implementation Approach:

- i. The City will meet with each individual building representative to arrange the delivery and set up of the Green Carts at the central collection area as well as establish service frequency.
- ii. The City will arrange for lobby display sessions to be held, at which information about the program will be provided to residents who attend the session. Kitchen containers can/may also be distributed as part of the lobby display sessions. Any remaining kitchen

containers will be provided to the building management representative for distribution to residents.

- iii. Items i) and ii) will be conducted concurrently to ensure a smooth transition, i.e. carts delivered in conjunction with the lobby information display session so residents may start using the service immediately.
- iv. Collection service will commence the week following the set up of the Green Carts/the lobby display sessions.

The implementation steps noted will commence upon Council approval of the program, with initial building implementations expected to commence in April. Due to the process involved in coordinating the cart/service set up and lobby display/education sessions, it is estimated that service implementation for all multi-family complexes will take a number of months. The target will be to have all services set up by July 1, 2015, when the surcharge for food scraps disposed at regional waste disposal facilities is imposed.

2. Optional Garbage with Large Item Collection Service

Key aspects of this program are outlined below.

A. Service Description:

- i. Garbage collection service is provided to multi-family residences on application to the City, and where service can be provided/is approved by the City (i.e. space and access issues are satisfied, etc.).
- ii. The City provides collection carts only, i.e. Garbage Carts (no dumpster service), in a central collection area and in a sufficient number to meet each individual building requirement (including volume generation, space availability, container access, etc.).
- iii. Garbage Carts are cleaned by the City on a monthly basis.
- iv. Garbage Carts are serviced by the City either weekly or twice per week. The service frequency is established in consultation with the building management representative.
- v. The City provides all educational material and signage. This includes regular program updates provided through various means, including direct mail to individual residents.
- vi. Residents deposit garbage into the Garbage Carts at the central collection area at their convenience. In situations where there are periodic excess bags of garbage which do not fit into the Garbage Carts, these will be collected provided they bear an excess garbage tag (similar to single-family homes).
- vii. City representatives will work with the building management representative to address any service issues or concerns, including material contamination, service frequency adjustments, etc.

- viii. Multi-family complexes which have Garbage Cart service provided by the City will also be eligible for Large Item Collection Service, i.e. each unit in the multi-family building may place out up to four large items for collection each year. Large item collection must be pre-arranged with the City's service provider and only those items with a confirmation number will be collected. Large item service requests would be arranged by contacting the City's service provider directly.
- ix. Service is in effect to coincide with the City's annual billing cycle and may be discontinued for the subsequent year where 90 days' advance notice is provided.

B. Implementation Approach:

- i. The City will provide information to property management companies/strata corporations about the availability of the garbage/large item collection service and the application process.
- ii. On receipt of application, the City will arrange a site meeting to determine feasibility of service set up, desired collection frequency, etc. and establish if the application can be approved/City service established.
- iii. The City will arrange to meet with each individual strata corporation representative to establish desired servicing arrangements, i.e. location for Garbage Carts at the central collection area as well as service frequency, etc.

Collection service will commence when operationally feasible to provide, i.e. recognizing the priority need to focus City efforts on implementing food scraps collection to meet the regional disposal ban requirement; allow notification periods for building management representatives to address pre-existing contract arrangements; and organization of servicing arrangements.

3. Optional Cardboard Container Recycling Service

Key aspects of this program are outlined below.

A. Service Description:

- i. Cardboard collection service is provided to multi-family residences on application to the City, and where service can be provided/is approved by the City (i.e. space and access issues are satisfied, etc.).
- ii. The City provides collection container (front load bin) in a central collection area and in a sufficient size to meet each individual building requirement (including volume generation, space availability, container access, etc.).
- iii. Cardboard bins are serviced by the City every second week.

- iv. The City provides all educational material and signage. This includes regular program updates provided through various means, including direct mail to individual residents.
- v. Residents deposit cardboard into the Cardboard bin at the central collection area at their convenience.
- vi. City representatives will work with the strata corporation/building management to address any service issues or concerns, including material contamination, service frequency adjustments, etc.
- vii. Service is in effect to coincide with the City's annual billing cycle and may be discontinued for the subsequent year where 90 days' advance notice is provided.

B. Implementation:

Implementation will be handled in a similar manner to that described for "Garbage with Large Item Collection Service".

4. Contract T.2988 – Contractual Amendments

In order to meet the implementation timelines outlined, it is proposed that the City's existing service provider, Sierra Waste Services, be engaged under existing Contract T.2988 to provide implementation and collection services for all aspects of the program. This includes acquiring and delivering carts and kitchen containers, coordinating site meetings and informational lobby displays, providing collection services and related project management services. The key business terms are detailed in Attachment 1.

5. Solid Waste and Recycling Regulation Bylaw No. 6803 Required Amendments

In order to enact the appropriate authority to enable the City to provide the services as outlined in this report, a number of amendments are required to existing Solid Waste and Recycling Regulation Bylaw No. 6803. In addition, changes are proposed to reflect the regional food scraps disposal ban as well as changes to some aspects of the recycling portion of the bylaw to address program enhancements resulting from the City's participation in the Multi-Material BC program.

The proposed amendments, which are outlined in the accompanying Amendment Bylaw No. 9204, include:

- 1. The addition of food scraps/organics recycling collection services for multi-level multi-family residences, including opt out requirements.
- 2. The option for garbage/large item and cardboard collection service as outlined in this report.

3. Updated list of materials the City will NOT collect to reflect current stewardship programs (i.e. antifreeze and pharmaceuticals, etc.) and food scraps (to correspond with regional food scraps ban).
4. Expanded definitions of recycling materials to include the new items added under the Multi-Material BC program.

In addition, as a housekeeping amendment, maximum fines under the bylaw are being increased from \$2,000 to \$10,000 as permitted under the Community Charter (for consistency with other bylaws).

As part of this report, it is recommended that the Amendment Bylaw No. 9204 be introduced and given first, second and third readings.

Financial Impact

1. Capital Costs

Start-up/implementation costs are estimated at \$700,000 inclusive of:

<u>Contract Costs</u> (excluding taxes):		
Cart/Container Acquisition:	\$246,500	
Delivery/Set-up/Lobby Sessions:	<u>\$232,000</u>	
Total Contractor		\$478,500
 <u>City Costs:</u>		
Educational/Promotion Materials	\$126,500	
System Configuration (Service Tracking)	\$ 70,000	
Temporary Finance Resource Support	<u>\$ 25,000</u>	
Total City		<u>\$221,500</u>
Total estimated implementation cost:		\$700,000

It is proposed that these costs be funded from the City's general solid waste and recycling provision. This is consistent with the funding methodology used for start up costs with other similar City programs.

2. Operating Costs

a) Food Scraps Organics Program

Annual operating costs for this program are estimated at \$1.05 million, inclusive of contract costs and City costs which include estimated organics processing costs, administration (including a new position to coordinate/maintain the program) and related on-going education/cart replacement and miscellaneous costs. Costs in 2015 are projected not to exceed \$787,500 due to pro-rated start up activities commencing April 1, 2015.

The total annual cost to each individual unit in a multi-family building is estimated at \$30.00 net per unit based on weekly service and \$55.00 net per unit based on twice weekly service.

In recognition that 2015 is a start up year, and service is not expected to be implemented for all units until July 1st, it is recommended that the 2015 rate be set at \$15.00 net per unit. This will not result in full cost recovery in 2015 in light of the operational start up period costs, but is considered equitable given that all residents will not have service until July, 2015. The cost variance in 2015 (estimated at \$307,500) is proposed to be funded from the general solid waste and recycling provision. This recommended approach allows the \$15.00 net per unit charge to be included in the 2015 utility rates billing to avoid the need to issue a separate City billing for the service. Rates in 2016 and future years will be set to represent full cost recovery for the full year, and be based on the level of service for each multi-level multi-family building.

b) Optional Garbage with Large Item Collection

Costs and resource requirements for this program are more difficult to project due to the opt-in nature of the program. Estimates are based on projected 40% participation resulting in an estimated annual cost of \$800,000. Costs in 2015 are not expected to exceed one-half (or \$400,000) of this amount due to it being a start up year.

The total annual cost to each individual unit in a multi-family building is estimated at \$55.00 net per unit based on weekly service and \$95.00 net per unit based on twice weekly service. It is recommended that pro-rated fees be charged as service is implemented at each multi-level multi-family building (will require that partial billings be issued) to achieve full cost recovery.

Cost and resource requirements will need to be continually evaluated due to the fluid nature of this program to ensure the service delivery model by the City remains feasible over the longer term.

c) Optional Cardboard Collection

Costs for this program are difficult to project due to the opt-in nature of the program, but are not expected to exceed \$25,000 annually. Rates will be set to achieve full cost recovery, i.e. estimated at \$45.00-\$50.00/month/container.

Based on the above, the total estimated operating cost in 2015 is not expected to exceed \$1,212,500, inclusive of all services:

2015 food scraps organics program anticipated costs:	\$ 787,500
2015 optional garbage with large item anticipated costs:	\$ 400,000
2015 cardboard collection anticipated costs:	<u>\$ 25,000</u>
Total estimated costs in 2015 (partial year)	\$1,212,500

The projected recovery from rates in 2015 is estimated at \$905,000, resulting in an estimated balance of \$307,500 to be funded from the general solid waste and recycling provision. Rates in 2016 and future years will be set to achieve full cost recovery.

Conclusion

This report presents a service delivery program for multi-level multi-family developments to be serviced by the City for food scraps/organics collection based on centralized Green Cart service. By introducing this program, the City will provide the opportunity for residents in these developments to comply with the regional food scraps disposal ban, which commences in 2015. In addition, the City will be providing a consistent level of service for residents in multi-family developments (similar to existing Green Cart service for residents in single-family and townhomes). With the introduction of this program, the City will provide Green Cart recycling service to 100% of residential units in Richmond.

To provide the opportunity for a broader suite of waste management service availability, this report also outlines optional services for garbage/large item and cardboard collection service. This provides residents with the choice of access to this service by the City, or to retain commercial service providers, as best meets their needs and requirements.



Suzanne Bycraft
Manager, Fleet & Environmental Programs
(604-233-3338)

- Att. 1: Contract T.2988 – Key Agreement Terms
2: Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw 9204

ATTACHMENT 1

**Contract T.2988 – Residential Solid Waste and Recycling Services:
Key Agreement Terms for Multi-Family/Commercial Food Scraps Recycling Pilot Project**

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
Contractor Start up/Implementation Costs					
1.	Project start up and customer service support to assist with final scope definition and program implementation tasks, including the following items:				
a)	Acquisition of collection carts, kitchen containers, disposal containers and cart liners as directed by the City <ul style="list-style-type: none"> o 80 litre o 120 litre o 240 litre o 360 litre o Paper Bag Liners o Kitchen containers and decal application 	<ul style="list-style-type: none"> o Range from \$40-\$80/cart o At Cost o \$5.50/container 	<ul style="list-style-type: none"> o 200 o Allowance o 33,000 units 	<ul style="list-style-type: none"> o \$ 65,000.00 o \$181,500.00 	\$ 246,500.00
	Total (exclusive of taxes)				
b)	i) Assembly and delivery of carts kitchen containers to central site location	i) \$1.50/each	i) 32,000 units	i) \$ 47,000.00	
	ii) Lobby Display Information Sessions	ii) At Cost	ii) Allowance	ii) \$150,000.00	
	iii) Site Meetings / implementation / monitoring	iii) \$7,000.00 / month	iii) 5 months	iii) \$ 35,000.00	
	Total (exclusive of taxes)				\$232,000.00
	TOTAL AGREEMENT RELATED START UP COSTS (exclusive of applicable taxes)				\$478,500.00

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
On-Going Annual Operating Costs					
2.	Collection of Organics/ Food Scraps from Multi Family Dwellings with Central Collection				
a)	i) Provision of equipment and staffing for collection of materials, transportation of materials to designated disposal facility. Costing to be prorated from a per unit rate based on unit counts from implementation and start of each Multi Family Complex and the deployment of equipment as required.	\$44,583.33/month	12 months	\$535,000.00	
	ii) Additional pick up Service (twice Per week)	\$7.00 per cart	11,000 carts	\$ 77,000.00	
b)	Statistics tracking and reporting	Included	N/A		
c)	Cart cleaning services	\$8.00 per cart	16,875 carts	\$135,000.00	
d)	Route management and scheduling	Included	N/A		
e)	Provide and replace bag liners	\$66.00 per case	1,400 Cases	\$ 92,400.00	
f)	Cart Exchanges /Adjustments	\$10.30 per cart	500 carts	\$ 5,150.00	
	TOTAL AGREEMENT RELATED ANNUAL OPERATING COSTS (exclusive of applicable taxes)				\$844,550.00

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
3.	Opt In Collection of Garbage from Multi Family Dwellings with Central Collection				
a)	i) Provision of equipment and staffing for collection of materials, transportation of materials to designated recycling facility. based on 42% participation with 15% requiring twice per week pick up Costing to be prorated from a per unit rate based on unit counts from implementation and start of each Multi Family Complex and the deployment of equipment as required. ii) Additional pick up Service (twice Per week)	\$22,161.43/month \$5.00 per cart	12 months	\$265,937.16	
b)	Large Item pick up	\$6.18 per cart	12,800 units	\$ 79,104.00	
c)	Statistics tracking and reporting	Included	N/A		
d)	Cart cleaning services	\$8.00 per cart	2,400 carts	\$ 19,200.00	
e)	Route management and scheduling	Included	N/A		
f)	Cart Exchanges /Adjustments	\$10.30 per cart	500 carts	\$ 5,150.00	
	TOTAL AGREEMENT RELATED ANNUAL OPERATING COSTS (exclusive of applicable taxes)				\$369,391.16

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
4.	Opt In Collection of Cardboard from Multi Family Dwellings with Central Collection				
a)	i) Provision of equipment and staffing for collection of materials, transportation of materials to designated recycling facility. Costing to be prorated on the based on Bi-weekly collection Additional Service on demand	\$45.00/month \$50.00 per additional pick up	42 sites	\$22,680.00	
c)	Statistics tracking and reporting	Included	N/A		
e)	Route management and scheduling	Included	N/A		
	TOTAL AGREEMENT RELATED ANNUAL OPERATING COSTS (exclusive of applicable taxes)				\$ 22,680.00

5.	General agreement terms:				
a)	Term from April 1, 2015 – December 31, 2017				
b)	Otherwise comply with all other terms and conditions of Contract T.2988, as amended				



City of
Richmond

Bylaw 9204

Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw 9204

The Council of the City of Richmond enacts as follows:

1. The Solid Waste and Recycling Regulation Bylaw No. 6803, as amended, is further amended:
 - (a) by adding section 1.1.1(c) as follows:

“(c) from a **multi-family dwelling** upon prior application to and approval by the **General Manager of Engineering & Public Works**; and”
 - (b) by adding the following at the end of section 1.1.1:

“In order to cancel a service provided to a **multi-family dwelling** pursuant to subsection 1.1.1(c) above, the strata corporation for the **multi-family dwelling** must provide a written cancellation notice to the **City** by September 30 of the preceding year and such cancellation will be effective January 1 of the next calendar year.”
 - (c) by deleting sections 1.3.1 to 1.3.2 and substituting the following:

“1.3.1 Subject to subsection 1.3.3, the **occupier** every **single-family dwelling**, **duplex dwelling**, and **townhouse development** which receives City **garbage** collection may place for collection, no more than two **garbage containers** per week.

1.3.2 The **City** will provide, to the strata corporation of a **multi-family dwelling** approved for **City** collection and disposal of **garbage** pursuant to subsection 1.1.1(c) of this bylaw, sufficient **garbage carts** to accommodate the estimated **garbage** volume requirements for collection on a weekly or twice per week basis, as applicable. Subject to subsection 1.3.3, the strata corporation shall not place, or permit to be placed, additional **garbage carts** or **garbage containers** for collection, other than the **garbage carts** provided by the City.

1.3.3 Notwithstanding the provisions of subsections 1.3.1 and 1.3.2, an **occupier** or the strata corporation may place additional **garbage containers** for collection, if such **occupier** or strata corporation:

- (a) purchases an excess **garbage container** tag from the City upon payment of the fee specified in Schedule A, and
 - (b) attaches one such tag to each additional **garbage container** placed out for collection.”
- (d) by deleting the opening paragraph of section 1.4.1 and substituting the following:

“1.4.1 Subject to 1.4.2, an **occupier** of **residential property** to which **garbage** collection service is provided, must place **garbage** intended for collection in either:”
- (e) by adding section 1.4.2 as follows:

“1.4.2 Except for additional **garbage containers** for which a **multi-family dwelling** has purchased a tag pursuant to section 1.3.3 of this bylaw, the occupier of **multi-family dwellings** to which City **garbage** collection service is provided must place **garbage** intended for collection by the **City** in **garbage carts**.”
- (f) by deleting section 1.5.1(d) and substituting the following:

“(d) place in, as applicable, a **garbage cart** or a **garbage container** which meets the requirements of clause (b) of subsection 1.4.1, and mark and identify for the **collector**, all glassware, bottles, sharp pieces of wood, metal, glass or other material which could cause injury.”
- (g) by deleting section 1.6.1(i) and substituting the following:

“(i) waste oil or petroleum by-products and antifreeze;”
- (h) by deleting section 1.6.1(s) and substituting the following:

“(s) **yard and garden trimmings** and **food waste**”
- (i) by adding the following as section 1.6.1(x):

“(x) medication and other pharmaceutical products.”
- (j) by deleting section 1.8.1(b) and substituting the following:

“(b) a unit in a **townhouse development** or **multi-family dwelling** that receives **City garbage** or **City blue box recycling service**,”
- (k) by deleting sections 1.8.2 and 1.8.3 and substituting the following:

“1.8.2 The **large item** pick-up service established pursuant to subsection 1.8.1 shall be only for **large items** that were used at the **residential property** where the **large item** is placed for pick-up and collection will only be provided for the

large item specified by the **occupier** in the request made pursuant to subsection 1.8.4(a) of this bylaw.

1.8.3 The maximum of four (4) **large items** per calendar year per eligible **single-family dwelling** and unit in a **duplex dwelling, townhouse development** and **multi-family dwelling** may be disposed of at the same time or on different occasions. If in any calendar year, an eligible dwelling unit does not dispose of four (4) **large items**, that eligible dwelling unit may not carry forward the collection of the remaining item or items into a future calendar year.”

(l) by deleting the opening paragraph of section 1.8.4 and substituting the following:

“1.8.4 **Large items** will be picked up from an eligible **residential property** on the **collection day** for that **residential property**, provided:”

(m) by deleting section 1.8.4(a) and substituting the following:

“(a) the **occupier** contacts, by 5:00pm on the Thursday prior to the **collection day**, the person designated by the **City** to administer the **large item** pick-up service and identifies the specific **large item(s)** to be picked up;”

(n) by deleting section 1.8.5 and substituting the following:

“1.8.5 By no later than 9:00 p.m. on **collection day** and at his, her or its sole expense, an **occupier** or the strata corporation, as applicable, must remove from public view a **large item** placed out for pick-up if the **large item** is:

- (a) tagged as being inappropriate or unacceptable, in the sole discretion of the **City**; or
- (b) placed for pick-up without the **occupier** contacting, by 5:00pm on the Thursday prior to the **collection day**, the person designated by the **City** to administer the **large item** pick-up service; or
- (c) not a **large item** specified in the request made pursuant to subsection 1.8.4(a) of this bylaw; or
- (d) missed for any reason.”

(o) by deleting section 2.1.1(b) and substituting the following:

“(b) subject to subsections 2.2.2 and 2.2.3, arrange for the collection and disposal of **yard and garden trimmings** and **food waste** from all **residential properties** in the **City**;”

(p) by deleting the title of section 2.2 and substituting it with “**2.2 Exemptions from City Service**”;

- (q) by adding sections 2.2.2 and 2.2.3 as follows:

“2.2.2 Upon written application by the strata corporation of a **multiple family dwelling** to the **City**, the **General Manager of Engineering & Public Works** may exempt a **multi-family dwelling** from **City** collection of **yard and garden trimmings** and **food waste**, and the payment of the fee for that service, if the strata corporation develops and implements a **yard and garden trimmings** and **food waste** diversion plan satisfactory to the **General Manager of Engineering & Public Works**.

2.2.3 If subsection 2.2.2 applies to a **multi-family dwelling**:

- (a) the **occupiers** and strata corporation of the **multi-family dwelling** must not dispose of **yard and garden trimmings** and **food waste** except in accordance with the diversion plan;
- (a) any changes to the diversion plan must be approved in advance by the **General Manager of Engineering & Public Works**;
- (b) upon request by the **City**, the strata corporation must provide to the **City** details of the implementation of and compliance with the diversion plan at the **multi-family dwelling**;
- (c) the **City** may, at any time, enter the **multi-family dwelling** to conduct inspections and determine compliance with the diversion plan; and
- (d) if the **City** is, at any time, not satisfied with the diversion plan or the level of compliance with the diversion plan, the **General Manager of Engineering & Public Works** may revoke or cancel any exemption provided pursuant to subsection 2.2.2.”

- (r) by deleting section 2.5.2 and substituting the following:

“2.5.2 The strata corporation of a **multi-family dwelling** may place for collection on **collection day**:

- (a) **yard and garden trimmings**, provided such materials are contained entirely within a **compostable paper bag** which meets the criteria set-out in paragraphs 2.5.1(b)(ii)(E), (F), (G) and (H); and
- (b) **yard and garden trimmings** together with **food waste**, provided such materials are placed entirely within a **yard/food waste cart**.”

- (s) by deleting sections 2.5.3 to 2.5.6 and substituting the following:

“2.5.3 A person must not place or permit to be placed plastic bags, including biodegradable plastic bags, or bags which contain plastic, including paper bags lined or commingled with plastic in a **yard/food waste container**.

2.5.4 The **City** will provide:

- (a) one (1) **yard/food waste cart** to each **single-family dwelling** and each unit in a **duplex dwelling** to which **garbage** collection service is provided, and each unit in a **townhouse development** to which **City garbage** or **City blue box recycling** service is provided; and
- (b) **yard/food waste cart(s)** to **multi-family dwellings** that are not exempted from **City yard and garden trimmings** and **food waste** collection service pursuant to subsection 2.2.2 of this bylaw, in quantities that the **General Manager of Engineering & Public Works** determines, in his or her discretion, are sufficient for the estimated volume of **yard and garden trimmings** and **food waste** generated by the **multi-family dwelling**.

2.5.5 Every **occupier** of a dwelling unit and every strata corporation of a **multi-family dwelling** requesting a replacement **yard/food waste cart** must pay the **yard/food waste cart** replacement fee specified in Schedule B, which is attached to and forms a part of this bylaw.

2.5.6 All **yard/food waste carts** provided to a dwelling unit or **multi-family dwelling** remain the sole property of the **City** and the **City** may, at any time, collect or request the return of a **yard/food waste cart**.”

(t) by deleting section 4.1 and substituting the following:

“4.1 It is a condition of the **City** providing **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service to a **townhouse development** or **multi-family dwelling**, that:

- (a) all common property access points and routes for the collection service must be kept clear and any access gates to the building or development must remain open on **collection day**, or alternative means of access (such as keys, codes or fobs) are arranged in advance with the **collector**; and
- (b) the **City** will not repair or be responsible for any damage to the common property, or surrounding property, which may result from use by the collection vehicles.”

(u) by deleting section 5.1 and substituting the following:

“5.1 Obligations of Occupier/Strata Corporation of Residential Property

5.1.1 Every **occupier** of a dwelling unit and every strata corporation of a **multi-family dwelling** to which City **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service is provided must maintain all **garbage containers**, **recycling receptacles** and **yard/food waste containers** and any enclosures for them in a clean and sanitary condition, and in good order and repair. Where materials not permitted by this bylaw are placed in a **garbage container**, **recycling receptacle** or **yard/food waste container**, the **occupier** of the dwelling unit or the strata corporation of the **multi-family dwelling**, as applicable, is responsible for removing such materials at his, her or its cost and expense.”

(v) by deleting section 8.1 and substituting the following:

“8.1 Obligations of Occupiers and Strata Corporations

8.1.1 Subject to section 8.1.2, the **occupier** or strata corporation of a **residential property** to which City **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service is provided must:

- (a) store all **garbage containers**, **yard/food waste containers** and **recycling receptacles** on the property to which they belong, and ensure that they do not encroach from such property, or project over any street, lane or other public place; and
- (b) place all **garbage containers**, **garbage carts**, **yard/food waste containers** and **recycling receptacles** which are intended for collection, at either the back lane, front street or central collection location, whichever may be specified by the **General Manager of Engineering & Public Works**, and in accordance with the following:
 - (i) if applicable, be placed adjacent to, but not on the travelled portion of the roadway on **collection day**, and so that they do not endanger vehicle or pedestrian traffic or interfere with City street cleaning or other equipment;
 - (ii) be placed for collection no earlier than 8:00 p.m. of the day before **collection day** and no later than 7:30 a.m. on **collection day**, and they must be returned to

their storage location no later than 9:00 p.m. the same day; and

- (iii) be placed so that they are easily seen by collection staff, readily accessible by unobstructed access, and can be conveniently handled from ground level, so that collection staff are not required to open gates, climb or descend stairs, lift containers or receptacles over fences, or be otherwise unnecessary inconvenienced.

8.1.2 The strata corporation of every **townhouse development** and **multi-family dwelling** to which City **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service is provided must ensure that **garbage containers**, **yard/food waste containers** and **recycling receptacles** for such **townhouse development** or **multi-family dwelling** are located in the place identified for such containers in any development permit or development variance permit applicable to such property, or as directed by the **General Manager of Engineering & Public Works.**”

- (w) at section 13.1 by deleting that part after (e) and substituting the following:

“is deemed to have committed an infraction of, or an offence against, this bylaw and is liable on summary conviction to a fine not to exceed \$10,000, and each day that such violation is caused, or allowed to continue, constitutes a separate offence.”

- (x) by adding the following definition to section 15.1, in alphabetical order:

“**GARBAGE CART** means a wheeled cart provided by the **City** for the disposal and collection of **garbage**.

- (y) at section 15.1, by deleting the definitions of “**GARBAGE CONTAINER**”, “**RECYCLABLE MATERIALS**” and substituting the following, in alphabetical order:

“**GARBAGE CONTAINER** means either:

- (i) a plastic bag; or
- (ii) a container for holding **garbage** which meets the requirements of clause (b) of subsection 1.4.1; or
- (ii) a **garbage cart**.

RECYCLABLE MATERIALS means the following:

- (a) newspapers or other papers printed on newsprint;
 - (b) paper products, including magazines, catalogues, telephone books, paperbacks, paper egg cartons, third class mail, corrugated cardboard, cereal and paper boxes, office paper, glossy paper, paper pet food bags, paper cups, and any fiber made entirely of paper, but does not include wax paper;
 - (c) glass bottles, including all food and beverage containers, but excluding drinking glasses, ceramics, Pyrex, window glass, light bulbs or containers with food;
 - (d) metal containers and packaging, including all aerosol cans, spiral wound cans, tin and aluminum foil and containers, but excluding paint cans and cans with food or other residue;
 - (e) plastic containers, including plastic jugs with screw tops, plastic bottles and caps, plastic jars and lids, plastic clamshells, plastic trays and tops, plastic tubs and lids, plastic cold drink cups and lids, plastic garden pots and trays, plastic pails, and microwavable bowls and cups;
 - (f) milk cartons, juice boxes, frozen dessert containers, aseptic boxes or cartons and gable-top cartons; and
 - (g) other products determined by the **General Manager of Engineering & Public Works** to be acceptable for recycling.”
- (z) by deleting Schedule A and Schedule B and substituting the schedules attached to and forming part of this bylaw.

2. This Bylaw comes into force and effect on April 1, 2015.
3. This Bylaw is cited as **“Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw 9204”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>SB</i>
APPROVED for legality by Solicitor <i>MJ</i>

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw 9204**SCHEDULE A to BYLAW NO. 6803**

FEES FOR CITY GARBAGE COLLECTION SERVICE		
Annual City garbage collection service fee for each single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development	\$	121.67
Annual City garbage collection service fee for each unit in a multi-family dwelling*		
- weekly service	\$	53.50
- twice per week service	\$	97.75
Fee for each excess garbage container tag	\$	2.00
Large item pick up fee*	\$	8.33

* To be prorated in 2015 where service commences after January 1, 2015.

SCHEDULE B to BYLAW NO. 6803

FEES FOR CITY RECYCLING SERVICE		
Annual City recycling service fee:		
(a) for residential properties, which receive blue box service (per unit)	\$	50.00
(b) for multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	\$	34.44
Annual recycling service fee:		
(a) for yard and garden trimmings and food waste from single-family dwellings and from each unit in a duplex dwelling (per unit)	\$	100.00
(b) for yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit)	\$	50.00
(c) for yard and garden trimmings and food waste from multi-family dwellings*	\$	33.50
- weekly service	\$	61.15
- twice per week service		
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	\$	50.00/bin/month
Fee for yard/food waste cart replacement (per cart)	\$	25.00
Annual City Recycling Depot service fee for non-residential properties	\$	2.44
City recycling service fee for the Recycling Depot:		
		\$20.00 per cubic yard for the second and each subsequent cubic yard
(a) (i) for yard and garden trimmings from residential properties		
(ii) for recyclable material from residential properties		\$0
(b) for yard and garden trimmings from non-residential properties		\$20.00 per cubic yard
(c) for recycling materials from non-residential properties		\$0

* In 2015, fee will be \$16.75 for both weekly and twice per week service for period from July 1 to December 1, 2015.