



Public Works & Transportation Committee

Anderson Room, City Hall
6911 No. 3 Road

Wednesday, January 22, 2014
4:00 p.m.

Pg. # ITEM

MINUTES

PWT-4 *Motion to adopt the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, November 20, 2013.*



NEXT COMMITTEE MEETING DATE

Wednesday, February 19, 2014, (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **LETTER SUPPORTING CONTINUATION OF LIVESMART BC: SMALL BUSINESS ENERGY EFFICIENCY PROGRAM**
(File Ref. No. 10-6125-05-01) (REDMS No. 4125963)

PWT-10

See Page **PWT-10** for full report

Designated Speaker: John Irving

STAFF RECOMMENDATION

That a letter supporting the continuation of the LiveSmart BC: Small Business Program be sent to the B.C. Minister of Energy and Mines under the Mayor's signature.



2. **WEEKLY/BI-WEEKLY GARBAGE COLLECTION PILOT PROGRAM**

(File Ref. No. 10-6405-01) (REDMS No. 4108801)

PWT-13

See Page PWT-13 for full report

Designated Speaker: Suzanne Bycraft

STAFF RECOMMENDATION

- (1) *That a pilot program for single-family garbage collection to evaluate weekly and bi-weekly service levels be undertaken commencing March, 2014;*
- (2) *That the Chief Administrative Officer 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 service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, undertake program evaluation and related items associated with this temporary pilot program;*
- (3) *That staff report back with a progress update of the pilot in July, including recommendations for:*
 - (a) *services to those residents in the pilot at the conclusion of the program; and*
 - (b) *City-provided garbage collection service levels as a permanent program to all residents serviced by the City.*



PLANNING AND DEVELOPMENT DEPARTMENT

3. **RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2014 INITIATIVES**

(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4047203)

PWT-31

See Page PWT-31 for full report

Designated Speaker: Victor Wei

STAFF RECOMMENDATION

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

☐

4. **PROVINCIAL 2013-2014 BIKEBC PROGRAM – SUBMISSIONS FOR COST-SHARING**

(File Ref. No. 01-0150-20-THIG1/2013) (REDMS No. 4054527)

PWT-38

See Page **PWT-38** for full report

Designated Speaker: Victor Wei

STAFF RECOMMENDATION

- (1) *That the submission for cost-sharing to the Province's 2013-2014 BikeBC Program for the upgrade of an off-street multi-use pathway as part of the Crosstown Neighbourhood Bike Route, as described in the staff report dated December 20, 2013 from the Director, Transportation, be endorsed; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized to execute the funding agreement.*

☐

5. **MANAGER'S REPORT**

ADJOURNMENT

☐



Public Works & Transportation Committee

Date: Wednesday, November 20, 2013

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda Barnes, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Linda McPhail

Absent: Councillor Harold Steves

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, October 23, 2013, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, December 18, 2013, (tentative date) at 4:00 p.m. in the Anderson Room

There was agreement to add 'Cigarette Butt Recycling Program' to the agenda as Item 4A.

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **2013 CORPORATE ENERGY MANAGEMENT UPDATE**

(File Ref. No. 10-6000-01) (REDMS No. 4022107 v.5)

In reply to a queries from Committee, Levi Higgs, Corporate Energy Manager, provided the following information:

- the lighting retrofit at the Burkeville tennis courts achieved higher than anticipated energy conservation results;
- staff are reviewing the Sustainable 'High Performance' Building policy, and as part of the review, staff are examining different energy targets;
- Richmond remains the only BC municipality to achieve the Leadership Excellence Award from BC Hydro for its energy management efforts;
- on average, the City sees a return on its investments of approximately five to eight years for retrofit projects, such as the lighting retrofit at the Burkeville tennis courts;
- although the amount of external funding available for energy management projects remains relatively the same, there is currently more demand for those funds; and
- the City web site's Corporate Energy Management page highlights information related to the City's Corporate Energy Management Program.

It was moved and seconded

That the staff report titled 2013 Corporate Energy Management Program Update from the Director, Engineering, dated October 31, 2013 be received for information.

CARRIED

2. **ALEXANDRA DISTRICT ENERGY UTILITY BYLAW NO 8641, AMENDMENT BYLAW NO 9073 AND 2013 PERFORMANCE SUMMARY**

(File Ref. No. 12-8060-20-9073; 10-6600-10-01) (REDMS No. 4014235 v.6)

In reply to a query from the Chair, Peter Russell, Senior Manager, Sustainability and District Energy, advised that the proposed rate increase follows the financial model for the Alexandra District Energy Utility, and that any surpluses for up to ten years are set aside to build a reserve fund.

It was moved and seconded

That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9073 be introduced and given first, second and third readings.

CARRIED

2.

Public Works & Transportation Committee
Wednesday, November 20, 2013

3. UPDATE ON 2013/2014 SNOW AND ICE RESPONSE PREPARATIONS
(File Ref. No.) (REDMS No. 4026186)

In reply to queries from Committee, Ben Dias, Manager, Roads and Construction Services, advised that staff are in the process of acquiring equipment that will allow for the in-house mixture of brine (the solution used to pre-treat road surfaces prior to frost and ice events). He highlighted that making the brine solution in-house will reduce the cost of utilizing brine, and minimize the amount of road salt used on City roadways. Also, Mr. Dias spoke of the Snow Angels and Good Neighbour Programs, noting that the City provides information on these programs on its web site, however does not provide such services.

It was moved and seconded

That the staff report titled Update on 2013/2014 Snow and Ice Response Preparations, dated October 31, 2013, from the Director, Public Works Operations be received for information.

CARRIED

4. TOWARDS CARBON NEUTRALITY: IMPLEMENTATION STRATEGY

(File Ref. No. 10-6000-01) (REDMS No. 4022113 v.3)

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Mr. Russell spoke of the 'Towards Carbon Neutrality: Implementation Strategy' and the following information was highlighted:

- in an effort to offset greenhouse gas (GHG) emissions, the proposed strategy is guided by five principles: (i) focusing on sustainability, (ii) investing in the community, (iii) reducing first, offsetting second, (iv) focusing on action, not accounting, and (v) reducing harm and restoring;
- the Richmond Carbon Marketplace (RCM) will act a mechanism to identify and purchase offsets from local project proponents who invest in GHG reductions; and
- Phase One of the proposed strategy will focus on determining the potential for local GHG reduction projects, and if it is determined that there are projects that can supply offsets, a Request for Proposal would be issued as part of Phase Two.

Also, Mr. Russell advised that as part of the proposed pilot program, Council would receive updates at each phase to determine whether the program proceeds to the next phase.

3.

Public Works & Transportation Committee

Wednesday, November 20, 2013

In reply to queries from Committee, Mr. Russell commented on the proposed RCM operational model, noting that it will be managed by City staff; the Cowichan Energy Alternatives (CWA) will merely play an advisory role by providing their expertise to City staff. Also, Mr. Russell provided an update on the Pacific Carbon Trust, stating that the Crown carbon offset agency will be closed in an effort to reduce costs.

Discussion ensued regarding criteria for projects submitted to the RCM, and Mr. Russell advised that a survey tool that pre-assessed projects prior to their submission was developed as part of CWA's pilot program. Should the City proceed with Phase Two of deploying the RCM, the City could specify criteria for such projects in its Request for Proposal.

Mr. Russell then provided an overview of the RCM deployment phases.

It was moved and seconded

That the staff report titled Towards Carbon Neutrality: Implementation Strategy, dated October 24, 2013, which identifies a pilot program to offset greenhouse emissions from corporate operations by implementing the Richmond Carbon Marketplace, a mechanism for purchasing community-based carbon offsets be approved.

CARRIED

4A. CIGARETTE BUTT RECYCLING PROGRAM

(File Ref. No.)

Councillor Linda McPhail distributed a copy of an article from the *Vancouver Sun* dated November 12, 2013 titled 'Vancouver the first city in North America to launch cigarette butt recycling program' (attached to and forming part of these Minutes as Schedule 1) and provided background information.

Discussion ensued and Committee queried (i) whether the City has a cigarette butt problem, (ii) the details of the City of Vancouver's program, and (iii) if there were cigarette butt recycling programs other than that launched by the City of Vancouver.

As a result of the discussion, the following referral was introduced:

It was moved and seconded

That Cigarette Butt Recycling Program be referred to staff to examine (i) whether the City has a cigarette butt problem, (ii) the details of the City of Vancouver's program, and (iii) if there are cigarette butt recycling programs other than that launched by the City of Vancouver.

CARRIED

Public Works & Transportation Committee
Wednesday, November 20, 2013

5. **MANAGER'S REPORT**

Robert Gonzalez, General Manager, Engineering and Public Works, updated Committee on Multi-Material BC's position with regard to contamination.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:55 p.m.).

CARRIED

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, November 20, 2013.

Councillor Linda Barnes
Chair

Hanieh Berg
Committee Clerk

Vancouver the first city in North America cigarette butt recycling program

BY JEFF LEE, VANCOUVER SUN NOVEMBER 12, 2013

Vancouver on Tuesday became the first municipality in North America to initiate a cigarette butt recycling program, and it will cost taxpayers the grand sum of \$110.

Not \$110 per person, or even per property, but for the entire six-month program.

That's because the city is kicking \$1 for each of the 110 pole-mounted fireproof cigarette butt recycling containers that have now been installed in four downtown Vancouver business districts. The rest of the project, total cost unknown, is being underwritten by TerraCycle, the New York-based company that already has established consumer-based cigarette butt recycling programs.

Two Vancouver social services agencies, United We Can and Embers, are also involved.

Embers provided the manpower necessary to mount the canisters in the Downtown, Robson, Gastown and West End business districts, and United We Can, which works with the poor and unemployed in the inner city, will employ people to empty the canisters on a regular basis and ship the collected butts to TerraCycle's Canadian depot.

The long, slim receptacles are marked with stickers that say "Recycle Your Butts Here."

Albe Zakes, the global vice-president of communications for TerraCycle, said the company has already proven there is a market for the cellulose acetate contained in cigarette butt filters. The company has collected more than 10,000 pounds of the material and turned it into items such as plastic pallets and plastic lumber. Zakes said butts contain highly toxic compounds that can get into groundwater, and are the single biggest source of street litter in the world.

TerraCycle, which specializes in recycling difficult-to-recycle material, uses proprietary technology to clean and convert the toxic wastes into inert material, he said. If the Vancouver experiment is a success, another 2,000 butt receptacles could be deployed.

Vancouver Deputy Mayor Andrea Reimer said the city has been trying to get the butt recycling program off the ground for four years after Mayor Gregor Robertson met with TerraCycle officials in New York. The idea is part of the city's drive to become the greenest city in the world by 2020.

Reimer, who recently gave up smoking, said complaints about cigarette butt litter is among the top complaints she receives.

Although Vancouver is the first city to sign on with the program, New York State has been working on a bill require a butt recycling program. It began considering the idea in 2010 but the issue is now stuck in a state environmental conservation committee.

Zakes said TerraCycle chose Vancouver to launch its municipal program in part because Vancouver was determined to start a program itself.

"We would love to do this in New York and Chicago and London and Tokyo and the world's biggest cities, but we also need buy-in from the city, from the mayors themselves, and we found that excitement, that enthusiasm and commitment here in Vancouver," he said.

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Blog: www.vancouversun.com/jefflee

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City of Richmond

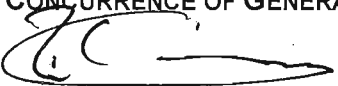


Report to Committee

To: Public Works and Transportation Committee **Date:** January 13, 2014
From: John Irving, P.Eng. MPA **File:** 10-6125-01/2014-Vol
Director, Engineering 01
Re: **Letter Supporting Continuation of *LiveSmart BC: Small Business Energy Efficiency Program***

Staff Recommendation

That a letter supporting the continuation of the *LiveSmart BC: Small Business Program* be sent to the B.C. Minister of Energy and Mines under the Mayor's signature.

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

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

Staff Report

Origin

The *LiveSmart BC: Small Business Program* is administered by the Province of B.C. The program assists small and medium enterprises (SMEs) in reducing energy use and emissions in their facilities. The program ends March 31, 2014, and the Province has not indicated that it intends to renew funding.

In a letter to Mayor Malcolm Brodie and Richmond City Council dated December 13, 2013, the Chair of the Metro Vancouver Board suggested that the Mayor and Council consider sending a letter to the B.C. Minister of Energy and Mines, supporting renewed funding for the *LiveSmart BC: Small Business Program*. Metro Vancouver is sending such a letter. Likewise, other local governments have been asked to write similar letters.

Sending this letter aligns with the Sustainability component of Council's Term Goals to continue implementing the City's Sustainability Framework. The Sustainability Framework articulates climate protection and energy strategies, which are further developed in the City's forthcoming Community Energy and Emissions Plan (CEEP). Moreover, the City's 2041 Official Community Plan established aggressive community greenhouse gas (GHG) emissions reduction targets.

Analysis

Since 2011, the *LiveSmart BC: Small Business Program* has assisted thousands of small businesses in BC, many of them here in Richmond, to upgrade their facilities to save energy, money, and GHG emissions. Commercial buildings were responsible for 36 percent of all the energy used in Richmond in 2010, and SMEs comprised a significant proportion of this use. Energy savings can meaningfully improve the financial position of SMEs, which can benefit the local economy. SMEs also constitute a significant proportion of Richmond's GHG emissions.

The *LiveSmart BC: Small Business Program* is currently leveraged by the City to support energy upgrades in businesses in our community. Notably, in 2013, the City supported 11 businesses to participate in the *Climate Smart* program. Among other emissions management activities, the *Climate Smart* program connects businesses to *LiveSmart BC* Energy Advisors. City staff are preparing a separate report on the results of the *Climate Smart* program.

In the future, the City has indicated it will increase its efforts to connect businesses to programs that facilitate reducing energy and emissions. The City's CEEP identifies outreach, education and incentives for upgrade programs like the *LiveSmart BC: Small Business Program* as key actions. Moreover, the CEEP recognizes that the widespread adoption of deep energy upgrades as a "Breakthrough" strategy, necessary to achieve the energy and emissions targets in the OCP. The services and incentives provided by programs like the *LiveSmart BC: Small Business Program* are needed to help the City meet its energy and emissions goals.

In addition to continuing support for *LiveSmart BC* in the short to medium term, City staff also recognize the need to strengthen the suite of energy efficiency programs and upgrade market development initiatives. Staff's engagement with energy upgrade industry stakeholders suggests

that the lack of multi-stakeholder planning and long-term commitment to support the building upgrade industry hinders this market's development. For instance, stakeholders have noted that:

- Funding for programs comes sporadically in 1-2 year increments, and disappears during intervening years. This sporadic funding makes it difficult for markets to grow and gain momentum; contractors cannot plan for long-term growth to their businesses and workforce, and consumers are left confused about what programs are available to them.
- Programs have focused predominantly on incentives, and not on other factors that can grow the upgrade industry, such as: streamlining the customer experience; community-based marketing and outreach; introducing consumer financing mechanisms; and quality assurance.

Given the value of consistent energy upgrade programs, it is recommended that a letter supporting the continuation of the *LiveSmart BC: Small Business Program* be sent to the B.C. Minister of Energy and Mines under the Mayor's signature.

Financial Impact

None.

Conclusion

Continued Provincial funding for the *LiveSmart BC: Small Business Program*, and associated efforts to strengthen markets for energy improvements to existing buildings, will provide opportunities for Richmond businesses to improve their financial position while reducing energy use and GHG emissions. This report recommends that the Mayor send a letter to the B.C. Minister of Energy and Mines to continue support for this program, as well as strengthen the suite of energy efficiency programs and market transformation efforts.



Brendan McEwen
Manager, Sustainability
(604-247-4676)

BM:bm



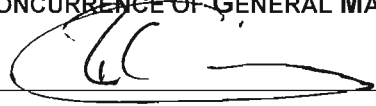


To: Public Works and Transportation Committee **Date:** January 7, 2014
From: Tom Stewart, ASCT.
Director, Public Works Operations **File:** 10-6405-01/2013-Vol
01
Re: **Weekly/Bi-Weekly Garbage Collection Pilot Program**

Staff Recommendation

1. That a pilot program for single-family garbage collection to evaluate weekly and bi-weekly service levels be undertaken commencing March, 2014.
2. That the Chief Administrative Officer 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 service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, undertake program evaluation and related items associated with this temporary pilot program.
3. That staff report back with a progress update of the pilot in July, including recommendations for:
 - a) services to those residents in the pilot at the conclusion of the program, and
 - b) City-provided garbage collection service levels as a permanent program to all residents serviced by the City.

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

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

At the October 23, 2013 meeting, Public Works and Transportation Committee considered a report regarding “Garbage Collection – Review of Service Level Options” (*Attachment 1*) and referred to staff:

- (a) to construct and recommend, including logistics and cost implications, a six-month pilot project to start in 2014 for Options No. 4 and No. 5;
- (b) to develop an educational program for residents in general and specific to the pilot areas, and;
- (c) to report on the relative expectations on the environmental reductions and costs.

This report presents the pilot program for consideration and approval, commencing March, 2014.

Analysis

The details of the proposed pilot program including logistics, costs, communications and measurements, are outlined below. The overall goal is to help gain resident input into a city-wide program to align the City’s garbage collection services with the goals for recycling and waste reduction, i.e. 70% waste diversion by 2015.

Program Logistics

It is proposed that the pilot program involve approximately 1,600 single-family and townhomes with City garbage service commencing March 3, 2014. Multi-family homes and commercial businesses are not included. The City’s existing collection service provider, Sierra Waste Services, would be retained to undertake various operational aspects of the pilot program.

Participants in the program would be provided with carts for their garbage collection service as part of leveraging the benefits and the positive feedback received from residents about the use of carts in the City’s Green Cart program. Participants would be divided into two groups of approximately 800 units each (Reference map in *Attachment 2*):

Group 1: Weekly collection using 120L carts.

Location: Area bounded by No. 3 and No. 4 Roads; and Williams Road and Steveston Highway. In the Wednesday collection zone area.

Group 2: Bi-Weekly collection using 240L carts.

Location: Area bounded by Garden City and No. 4 Roads, Capstan Way and Cambie Road; No. 4 and Shell Roads, Cambie Road and Alderbridge Way. In the Thursday collection zone area.

The locations for the pilot were selected based on a number of factors including:

- areas which correspond with truck routing to facilitate data collection (i.e. tonnage, fuel consumption, etc.);
- where the number of units could be kept relatively small recognizing that one group will be required to alter their services at the conclusion of the pilot (weekly switch to bi-weekly or vice versa) depending on the final option selected by Council;
- areas that had well rounded representation of different housing types (larger/smaller homes, larger/smaller yards, alleyways, row houses, newer homes, older homes, etc.)
- areas with broad yet representative demographics of the city.

Carts deliveries are scheduled to take place on February 21st and 22nd (for group 1, weekly collection, Wednesday zone), and February 28th and March 1st (for group 2, bi-weekly collection, Thursday zone). The pre-selected cart sizes will be delivered and then participants would have the option to change to a different cart size post delivery (either larger or smaller) to suit their individual needs. Cart size options available are: 80L, 120L, 240L and 360L.

It is proposed that Sierra Waste Services (the City's existing service provider) be retained to undertake the operational aspects of services necessary to deliver the program, including acquisition of carts, delivery, data evaluation and tracking, and the collection service.

The program would be evaluated after four months' operation and a report provided to Council to consider various options such as:

- continuing the cart-based service to residents in the pilot areas and transitioning each group to the same service level, i.e. either weekly or bi-weekly;
- continuing the cart-based collection to residents in the pilot areas as-is pending determination and implementation of a full-scale program;
- terminating the pilot program and reverting to existing levels of service for those in the pilot groups;
- determining the level of service for a full-scale program for all residents who receive City garbage collection service.

Funding is provided in the 2014 Sanitation and Recycling Utility budget to operate the pilot program for up to six months pending a determination by Council on service levels.

Program Costs

Participants:

There will be no additional costs or fee reductions to participants in the program (all residents will be assessed the 2014 approved utility rates in accordance with normal practise). When

considering their options to change to a different cart size, participants will be given information on the general variable rate pricing structure differences between cart sizes. This information can be used as a gauge to help guide their decision making, but will not result in any fee variation to participants.

City:

There are costs to the City for this program relating to the capital costs for the carts, and costs associated with implementation (delivery, education, etc.) of approximately \$225,000. There are also additional operating costs of approximately \$16,500 per month for additional time requirements associated with servicing carts vs. cans, program evaluation and adjustments, etc. or a total of approximately \$100,000 for six months of operation.

The associated City costs were considered and approved as part of the 2014 Utility Budgets and Rates (approved by Council November 25, 2013) with offsets from provision and existing capital allocations, therefore, there is no impact to the budget and rates charged to residents associated with this program.

Communications

The outreach program will consist of three principle phases including:

- Advance notification via direct mail to participants coupled with neighbourhood meetings.
- Information packages delivered to participants with their carts, an on-line discussion forum, telephone support and community recycling displays.
- Participant surveys, thank-you and feedback letters.

As the nature of the program is a pilot, adjustments are generally made to suit common participant feedback as the service unfolds. As an example, participants on weekly service may have the occasional need to dispose additional garbage (more than their 120L or other selected cart size). These participants may use up to one additional garbage can, if required, per week and purchase a \$2 garbage tag for any additional items above two, which is the same as the current level of service for garbage collection. Similarly, participants on bi-weekly service using 240L (or other selected cart size) may find they have the occasional need for additional pickups on the off-week for their garbage. While participants will be encouraged to use the cart size that suits their needs best for bi-weekly collection, extra pick-ups on the off-week will be provided on request. The intent of the pilot will be to determine which method best encourages waste diversion, while being flexible during the pilot to get as much public feedback as possible.

This type of feedback is important for the city to not only make adjustments to suit participants' requirements, but is also key to the consultation process in order to design a suitable permanent program throughout the city. This type of feedback will be tracked and included as part of reporting back to Council on the pilot program.

As noted, staff will report to Council in July 2014 with an update and feedback on the pilot program in order to have a strategy in place to address services to those residents involved in the pilot at its conclusion. In addition, the report will outline recommendations for a broader-scale, permanent program to all residents with City-provided garbage collection service.

Program Performance Measures

A number of factors will be included in the evaluation of this program to help guide future decision making. Information will be collected prior to the start of the pilot (to establish baseline performance in each group) as well as during the pilot program. Key items include:

- Garbage: number of cans placed out for collection, size of cans, participation, number of extra bag stickers used, tonnage, truck fuel consumption,
- Blue Box: participation, tonnage, truck fuel consumption,
- Organics: participation, size of cart being used, if Green Cans are being used and how many, if yard waste bags are being used and how many, tonnage, truck fuel consumption.

Information will be tracked within each group and included in the report back to Council. The results will give a good indication of the existing and increased recycling performance under a weekly vs. bi-weekly service level for garbage collection. This information can then be used to help formulate a permanent program for all residents with city provided garbage collection.

Financial Impact

Funding for this program was approved as part of the 2014 Utility Budget and Rates. The costs are offset from provisional funding and existing capital allocations. There is no impact to the rates charged to residents associated with this pilot program.

Conclusion

In a move to design garbage collection services that align with the goals for recycling and waste diversion, a Weekly/Bi-Weekly Garbage Collection Pilot Program is proposed to be undertaken commencing March 3, 2014 and involving approximately 1,600 single-family and townhome residences. This program would leverage the benefits of wheeled carts for garbage with opportunities for adjusting capacity and frequency for garbage collection. Participants would be divided into two groups to help evaluate different service models. Some of the key service components being tested include the frequency of garbage pick-up (weekly or bi-weekly), preferred cart sizes based on frequency and variable rate pricing factors.

Program evaluation will include participation rates, diversion rates, feedback on cart convenience, preferences and general usage, and input from participants related to collection frequency and tolerance for variable fees based on cart sizes. As well, collection service vehicle fuel emissions and fuel consumption will also be measured.

An amendment agreement under Contract T.2988 with Sierra Waste Services to conduct various aspects of the pilot program including cart acquisition, delivery, program evaluation/statistics

tracking and collection services is recommended as it would allow the time frame identified in this report to be met. In addition, they are the city's current service provider. Early results would be reported back to Council in July 2014 for information and consideration of continued services for residents involved in the pilot program as well as a permanent program in relation to garbage collection service levels for all residents with City-provided service.

A handwritten signature in black ink, appearing to read "S. Bycraft", with a stylized flourish at the end.

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

SJB:

Attachment 1



**City of
Richmond**

Report to Committee

To:	Public Works and Transportation Committee	Date:	October 11, 2013
From:	Tom Stewart, ASCT. Director, Public Works Operations	File:	10-6405-01/2013-Vol 01
Re:	Garbage Collection - Review of Service Level Options		

Staff Recommendation

1. That garbage collection service levels, outlined in Option 4 of the report from the Director, Public Works Operations dated October 11, 2013, be referred to the 2014 utility and capital budget processes to:
 - a) provide wheeled carts to all residents serviced with City garbage collection;
 - b) introduce variable rate pricing based on the size of cart preferred by residents.
2. Staff report back on details and requirements to implement the program.

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

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY DIRECTORS 	INITIALS: DW
APPROVED BY CAO 	

3097518

PWT - 111

Attachment 1 (Cont'd)

October 11, 2013

- 2 -

Staff Report**Origin**

In the annual *Report 2012 – Recycling and Solid Waste Management*, it was identified that staff would undertake a review of existing service levels for garbage collection, including variable rate programs such as 'pay as you throw' and bi-weekly collection. Variable rate incentive programs and/or garbage service level reductions can help to further waste diversion objectives through increased recycling and decreased waste disposal.

This report presents options for Council's consideration.

Analysis**Background**

The City has continued to expand its recycling services to residents as part of striving to achieve 70% waste diversion by 2015 in accordance with the regional Integrated Solid Waste and Resource Management Plan (ISWRMP) and the City's Solid Waste Strategic Framework. In order to achieve this diversion target and lay the groundwork for aspiring to 80% diversion by 2020 per the ISWRMP, additional actions must be undertaken to divert waste – the status quo is not an option. Early actions are also critical as part of capitalizing on savings through diverting material away from disposal and into more cost-effective recycling material management and as part of taking advantage of those early gains before tipping fees rise. Tipping fees are projected to increase from the current rate of \$107 per tonne to \$151 per tonne by 2017. Reducing and recycling additional waste is also very important as part of best practices for demand side management to defer regional capital costs for new waste disposal infrastructure, which is ultimately reflected in the system costs shared by residents and the community as a whole.

To support residents and provide greater access to recycling, the City introduced the Green Cart program in June, 2013 to make yard trimmings and food scraps recycling more convenient for residents in single-family homes, and to expand organics recycling services to residents in townhomes. In the first two months of implementation, performance of this program was at 68% diversion for single-family households. While organics tonnages are higher in the summer months and this contributes to the high diversion rate for this period, it is nonetheless a positive reflection of the benefit of organics recycling initiatives. To this point, the City is currently introducing a pilot program for organics recycling in apartments.

Through the Blue Box and Green Cart recycling programs, residents in single-family and townhomes are now able to divert the majority of their household waste to recycling. Given these recycling alternatives are in place, adjusting service levels for garbage collection is the next aggressive and progressive step needed to drive additional waste diversion.

There are two variables which can be considered either individually or in combination to encourage residents to make maximum use of available recycling options by creating disincentives to waste disposal. These include: a) introducing financial incentives through variable rate programs, and/or b) service level reductions.

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a) Variable Rate Programs

A variable rate program, also typically referred to as "Pay-As-You-Throw", results in a sliding-scale fee structure for garbage disposal based on the size of garbage container used by residents, i.e. a lower cost for smaller-sized garbage containers and a higher cost for larger-sized containers. For the purpose of this report, it is assumed that under a variable rate program the City would provide carts for garbage collection in a range of sizes similar to that used in the Green Cart program, i.e. 80 litres, 120 litres, 240 litres and 360 litres. Residents would have the option to choose the cart size of their choice and pay the associated rate established by the City for each various container size.

A variable rate program can be used for either weekly or bi-weekly garbage collection service, provided carts are provided as part of the program.

Key Advantages

- Residents have ability to influence the amount they pay based on volume of garbage generated, i.e. user pay
- Financial incentives are created to increase recycling/diversion and reduce garbage
- Carts are provided for garbage collection service

Key Disadvantages

- Additional administrative work necessary to track cart sizes in order to appropriately assess costs
- Capital cost to provide and deliver garbage carts can be substantial

b) Garbage Collection Service Level Reductions

Service levels for garbage collection can be reduced by placing additional limits on the number of garbage cans allowed per week (i.e. one can vs. two cans) or by collecting garbage every two weeks instead of weekly. Recycling collection services can remain unaffected, i.e. weekly Blue Box and Green Cart collection. By reducing the number of garbage containers collected each week or by collecting garbage every other week, residents are motivated to recycle more and dispose less. Both the City of Surrey and the City of Vancouver have implemented bi-weekly garbage collection service using carts. The City of Surrey also collects recycling (in carts) on a bi-weekly basis (alternates with garbage).

Garbage collection service levels can be adjusted under the City's current program where residents provide their own garbage containers, or if the City opts to provide carts to residents. Reductions in garbage collection service levels can also be used in combination with variable rate programs provided carts are used in the program.

Key Advantages

- Reduction to one can/week can be easily implemented and residents can continue to use/provide their own containers (no added capital cost)

Key Disadvantages

- Service level reductions (regardless of one can/week or bi-weekly) have limited cost savings compared to what residents might otherwise expect

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Key Advantages

- Bi-weekly collection provides considerable incentive for residents to reduce garbage and increase recycling due to the inconvenience of every other week garbage collection (with no added capital cost if carts are not used)

Key Disadvantages

- Potential for contamination of garbage into other recycling streams (Blue Box/Green Cart) since residents are motivated to get rid of their waste
- Potential for increased illegal dumping (including dumping of household garbage into neighbourhood park garbage containers, commercial dumpsters, etc.)

Review of Service Level Options

There are five different options explored in this report for Council's consideration, including:

- 1) Status Quo – Two cans collected weekly (where residents provide their own containers);
- 2) One can collected weekly (where residents provide their own container);
- 3) Two cans collected bi-weekly (where residents provide their own containers);
- 4) Weekly cart collection using variable rate pricing (where carts are provided by the City);
- 5) Bi-weekly cart collection using variable rate pricing (where carts are provided by the City).

Each is explored in more detail below, and is summarized in *Attachment 1*. Some key assumptions used in this evaluation are: the waste shifts from garbage to recycling (e.g. reduced garbage disposal but increased recycling processing); broad assumptions must be applied to estimate the selection percentage of different sized carts residents may choose; and collection costs are higher to service City-provided carts vs. resident-provided cans.

In considering these options, it is helpful to have background information on the City's current garbage collection service levels as outlined in Option 1.

1. *Option 1 - Current Service Level/Status Quo:* The current level of service for curbside City garbage collection is:

- Weekly Collection: for up to two, 100 litre containers/bags, or a maximum of 200 litres per household per week;
- Additional Containers: residents may purchase a \$2 garbage tag and adhere it to each additional container/bag.

In addition, the City offers the following options for disposing of additional and/or large items:

- Additional Garbage: residents may also dispose of additional garbage by purchasing a \$5 garbage disposal voucher which they may use at the Vancouver Landfill to dispose of up to \$20 worth of material which they deliver themselves;

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- **Large Items:** the City also introduced a large item pickup program (in June, 2013) where residents may have up to four large items collected annually at curbside (residents with City garbage and/or Green Cart service).

Some challenges with the existing service are that residents frequently use over-sized containers with wheels (120 litre or larger). Missing lids, broken handles, broken wheels and/or broken containers are common complaints – principally due to the quality of containers available for purchase by residents. Garbage can also become scattered by animals. These are challenges which could be addressed if the City were to provide designated carts for garbage collection.

2. *Option 2: One Garbage Can Collected Weekly*

Under this option, garbage collection service would be reduced to one, 100-litre container per week. Residents are responsible for providing their own containers. Additional bags of garbage could be collected if a garbage tag is used. The price of the additional garbage container tag could be increased from \$2/each to \$3/each as a further deterrent to additional garbage.

This is a fairly straight forward option and likely the easiest/quickest to implement. Information could be communicated to residents and a transition period established for implementation (i.e. 3 – 6 months).

Anticipated challenges with this option are: residents may use over-sized containers (120 litre or 140 litre containers) and overstuff garbage into containers. This could translate into operational concerns and complaints and real or perceived service level inequities (if oversized containers are tagged, residents will complain their garbage was not collected; if the oversized containers are being collected, residents will complain that the rules aren't being equally applied; where garbage is stuffed into containers, it will become lodged and difficult to empty). Illegal dumping activities could increase and there could be increased contamination in the recycling stream.

Some cost savings are expected through reduced tipping fees since more waste is expected to be recycled, or approximately \$125,000 annually. As such, this option is estimated to result in annual cost savings of approximately \$2.26 per household.

3. *Option 3: Two Garbage Cans Collected Bi-Weekly*

With this option, the level of service for garbage collection is reduced to collection of two, 100-litre containers bi-weekly, or every two weeks. Residents provide their own containers. Additional items could be collected as outlined in Option 1, i.e. via a garbage tag.

This option can also be implemented fairly readily, with allowance for a communication and transition period established for implementation (3 – 6 months).

As noted previously, bi-weekly collection service has the advantage of creating a strong incentive for residents to expand their recycling efforts by making garbage collection less

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convenient. Disadvantages may include: potential use of oversized containers (as in Option 2); illegal dumping activities could increase, and there could be increased contamination in the recycling stream. These are issues which might be expected to be at a high level at the outset of the program change, and then taper to lower significance as residents become more accustomed to the changes.

Cost savings are expected through reduced collection costs and tipping fees since more waste is expected to be recycled, or approximately \$185,000 annually, equal to approximately \$4.18 per household.

4. *Option 4: Weekly Garbage Collection with Variable Rate Pricing Using Carts (Recommended Option)*

With this option, the City would provide carts to residents based on subscription to various sized carts, i.e. 80 litres, 120 litres, 240 litres and 360 litres. Carts would be emptied weekly. Staff would recommend the base or standard cart size be 120 litres to encourage less garbage (i.e. vs. 200 litres under the current program). Residents would have the option to subscribe to the smaller 80 litre sized cart or to a larger cart size, and pay the established rate. The incentive to reduce waste is built into the rate structure. The option to dispose of additional garbage could continue to be made available via a garbage tag, and it would be recommended to increase the tag cost to \$3/each.

Collection costs are higher under this option due to the additional time required to service carts vs. cans or bags. Once estimated garbage disposal savings are considered, the net operating cost of this option is approximately \$400,000. There is also an additional initial capital cost to purchase the carts for residents, estimated at \$2.2 million. The cart acquisition cost would not be reflected in the rates charged to residents as a funding provision has been established for this purpose.

This option requires a longer transition and implementation period due to the need to allow for a sign-up period, order and deliver carts, etc. or approximately 9-10 months.

Waste diversion is encouraged by reducing the weekly limit from the existing 200 litres maximum to a standard of 120 litres and by offering variable rates to create financial incentives to reduce garbage.

There are added collection costs under this option for servicing garbage carts, which are offset somewhat by reduced garbage tonnage. Overall, this option is expected to result in an annual increase of approximately \$8.84 per household (based on a standard 120 litre cart). However, residents can save by selecting a smaller cart size or pay additional amounts for a larger cart size.

5. *Option 5: Bi-weekly Garbage Collection with Variable Rate Pricing Using Carts*

This option is similar to Option 4, with the exception that garbage carts are collected every other week (or bi-weekly). Carts are provided by the City, with the standard recommended size being 240 litres due to collection frequency being every other week. The incentive to reduce waste is built into the rate structure. The option to dispose of

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additional garbage could continue to be made available via a garbage tag, and it would be recommended to increase the tag cost to \$3/each.

Collection costs remain consistent with current costs (i.e. although it is more expensive to collect material from carts, this is offset due to bi-weekly servicing). There are added costs anticipated associated with additional administrative support as well as operating impacts from potential dumping and related issues, which are principally offset resulting in a net annual operating budget impact of approximately \$50,000. There is no anticipated change in the annual operating cost per household based on the standard size container issued. Residents would continue to have the option to pay less or more based on the container size of their choice.

This option requires approximately 9-10 months for implementation and transition.

There are capital/start up costs associated with this option, estimated at \$2.2 million. The cart acquisition cost would not be reflected in the rates charged to residents as a funding provision has been established for this purpose.

A summary of the options, which describes the key cost centres and an estimate of how each is impacted throughout the various options is provided below. Note that these costs use projected 2014 costs for an average single-family household as the base case for comparison purposes. The existing 2013 single-family household cost is also shown for information. The projected rate increases for 2014 relates to full year implementation costs for new programs introduced in June, 2013, i.e. the Green Cart and Large Item programs as well as reduced revenue projections for recycling commodities based on market conditions.

<i>Estimated Annual Cost Impact of Options Based on Single-Family Household</i>						
<i>Service Component</i>	<i>2013 Current Net Cost</i>	<i>Option 1: Status Quo 2014 Projected Cost</i>	<i>Changes to Option 1 – Status Quo Net Rate</i>			
			<i>Option 2: One 100 L Can Weekly</i>	<i>Option 3: Two 100 L Cans Bi-Weekly</i>	<i>Option 4: Carts Weekly (Based on 120 L Standard)</i>	<i>Option 5: Carts Bi-Weekly (Based on 240 L Standard)</i>
Garbage	\$106.00	\$106.20	-\$3.76	-\$5.68	\$7.22	-\$1.20
Yard Waste	\$77.50	\$82.30	\$1.00	\$1.00	\$1.01	\$0.75
Recycling	\$31.30	\$34.00	\$0.50	\$0.50	\$0.61	\$0.45
Other ¹	\$36.60	\$41.30				
Total	\$251.40	\$263.80	-\$2.26	-\$4.18	\$8.84	\$0.00

¹Large item program, litter collection, Recycling Depot, illegal dumping, environmental, and administration.

Recommended Option

Staff recommend Option 4. This approach provides carts to residents, building on the success of the Green Cart program. Many positive comments have been received from residents about the convenience of using carts for their organics, and many have requested that carts also be provided for residents to use for their garbage. Providing standard carts to residents will help to alleviate many common complaints ranging from missing lids to scattered garbage and litter in neighbourhoods. Maintaining weekly garbage collection service using a standard cart of a lesser

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size (120 litres) coupled with providing variable rate incentives for alternative size carts provides maximum choice to residents while at the same time encouraging waste diversion. As such, this program is expected to help further the City's goal toward 70% waste diversion by 2015.

Financial Impact

This report has no direct financial impact as these details will be provided as part of the 2014 utility budget process for Council's consideration. It is expected that any financial impact affecting the rates charged to residents associated with this initiative would be principally reflected in 2015, based on an estimated late third quarter program implementation. Capital funding for cart acquisitions is available in the General Solid Waste and Recycling Provision.

Conclusion

This report presents options for garbage collection service level adjustments to help further waste diversion objectives. The suggested approach to provide weekly collection service using City-provided carts of a reduced capacity over current service levels (i.e. 120 litres vs. 200 litres), coupled with variable rate incentives for smaller or larger cart sizes, balances convenience and choice while encouraging additional waste diversion.



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

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Attachment 1

Option	Service Level		Containers		Additional Garbage			Anticipated Annual Cost		Capital Cost	Implementation Timeframe
	Weekly	Bi-weekly	Resident Provided	City Provided	Tag Cost Each	\$5 Garbage Voucher Program	Large Item Pick Up (4 items)	Based on 2014 Budget	Difference Over 2014 Projected		
1	✓		2 x 100 litres can		\$2	✓	✓	\$263.80**	None	N/A	N/A
2	✓		1 x 100 litres can		\$3	✓	✓	\$261.54**	-\$2.26	N/A	3 to 6 months
3		✓	2 x 100 litres can		\$3	✓	✓	\$259.62**	-\$4.18	N/A	3 to 6 months
4	✓			1 x 80 litres cart	\$3	✓	✓	\$234.84	-\$28.96	\$2.2 Million	9 to 10 months
				1 x 120 litres cart*				\$272.64	\$8.84		
				1 x 240 litres cart				\$326.64	\$62.84		
				1 x 360 litres cart				\$369.84	\$106.04		
5		✓		1 x 80 litres cart	\$3	✓	✓	\$222.00	-\$41.80	\$2.2 Million	9 to 10 months
				1 x 120 litres cart				\$241.44	-\$22.36		
				1 x 240 litres cart*				\$263.80	\$0.00		
				1 x 360 litres cart				\$341.88	\$78.08		

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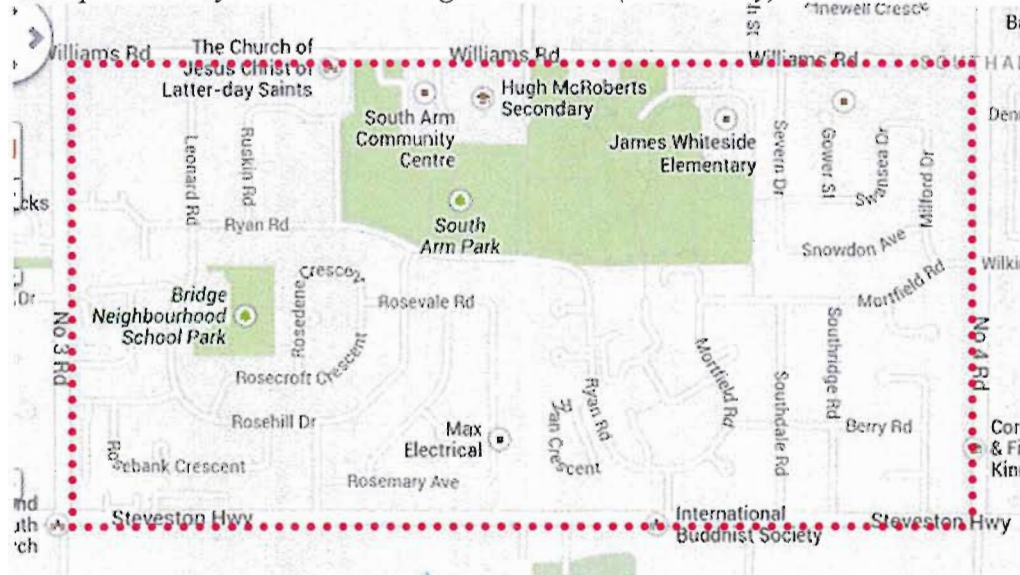
Legend: * Standard size

** Based on Average Single Family Home

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Weekly/Biweekly Garbage Collection Pilot Program

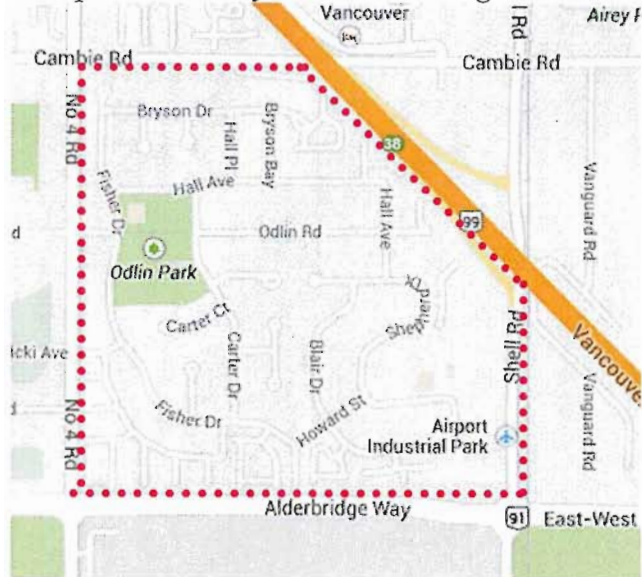
Group 1: Weekly Collection Using 120L Carts (Wednesday)



Pilot duration: March 3, 2014 to August 29, 2013

Weekly/Biweekly Garbage Collection Pilot Program

Group 2: Bi-Weekly Collection Using 240L Carts (Thursday)



Pilot Duration: March 3, 2014 to August 29, 2013



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: December 11, 2013

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

File: 01-0100-20-
RCYC1/2013-Vol 01

Re: **RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2014 INITIATIVES**

Staff Recommendation

1. That the proposed 2014 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: Parks Services Recreation Services Sustainability	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 report reviews the 2013 activities of the Richmond Active Transportation Committee (RATC) and identifies a number of initiatives for 2014 that would support its mandate. In early 2013, Council endorsed that this Committee evolve from the Richmond Community Cycling Committee with an expanded mandate to allow for members' consideration of other human-powered or electric motor-assisted wheeled devices when providing feedback on the planning and design of the City's transportation infrastructure as well as encouraging more people to cycle and roll in Richmond.

Analysis

1. Summary of 2013 Committee Activities and Achievements

The RATC undertook and participated in a number of activities in 2013 that contributed to enhanced cycling and rolling opportunities, and increased education and awareness of active transportation in Richmond.

1.1 Expansion and Improvement of Active Transportation Network

The City continued to add to the active transportation network in 2013, which now comprises nearly 65 km of on- and off-street bike and rolling routes, with the contribution of funding grants from external agencies including TransLink, ICBC and the Ministry of Transportation & Infrastructure that totalled \$686,500, which in turn supported projects with a total value of nearly \$2.5 million. The Committee provided feedback on the planning, design, construction, and/or improvement of the following facilities.

Railway Avenue Greenway: Design of this major north-south pedestrian, cycling and rolling greenway that connects Steveston with the Middle Arm Greenway including intersection treatments and signage (see Figure 1).

Future Neighbourhood Links: Members participated with staff on an assessment ride of two planned neighbourhood walking and cycling routes (new east-west Crosstown route aligned between Blundell Road and Francis Road, and new north-south route aligned parallel to and east of Gilbert Road) and offered valuable and constructive feedback with respect to route planning, infrastructure improvements and wayfinding.

Parkside Neighbourhood Link (Phase 1): Upgrade (i.e., widening and paving) of the existing off-street multi-use pathway along the perimeter of Walter Lee Elementary School (including addition of a new accessible ramp at Glenacres Dr) to safely accommodate two-way cycling, rolling and walking as part of Phase 1 of this second neighbourhood bike route that connects the South Arm area (Williams Road at Ash Street) to Garden City Park (see Figure 2).



Figure 1: Railway Greenway crossing at Princeton Ave



Figure 2: Before & After Off-Street Path along Perimeter of Walter Lee School

Westminster Highway Pathway (No. 6 Road-No. 8 Road): Removal of centre bollards from the existing off-street pathway and review of further potential improvements including the addition of new streetlights, painted white edge lines and reflectors to improve visibility and the legibility of the pathway at night.

No. 6 Road Pathway (Westminster Hwy-Commerce Parkway): Construction 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.

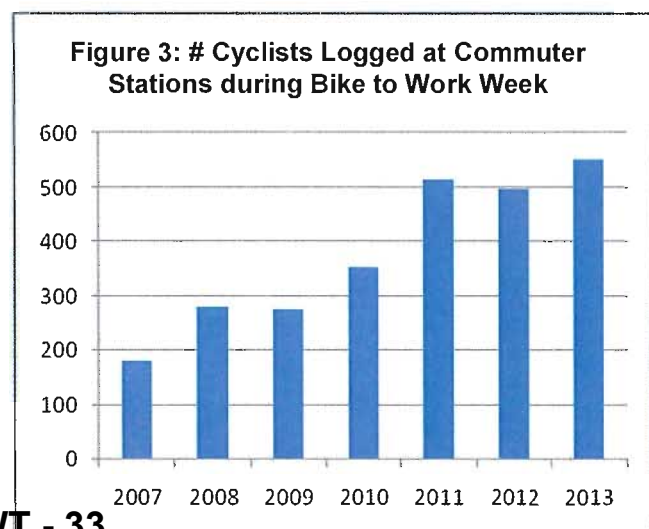
City Paving Program: Worked with Engineering and Public Works staff to identify priorities for the restoration of roadways with cycling facilities impacted by development activities.

Cycling Improvements in Steveston: Identified additional locations for bike racks along Chatham Street in Steveston Village as well as potential improvements to Bayview Street east of No. 1 Road to enhance cycling (e.g., removal of raised granite pavers).

1.2 Promotion

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

Bike to Work Week (May and October 2013): The Committee worked with organizers of this region-wide annual initiative to continue to successfully stage these events in Richmond. Four bike commuter stations recorded a total of 398 cyclists (i.e., stopping at the commuter station or passing by) during 2-hour periods in May and 272 cyclists were recorded at two bike commuter stations during 2-hour periods in October (see Figure 3).



13th Annual “Island City, by Bike” Tour (June 9, 2013): 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 13th annual “Island City, by Bike” tour was based at Woodward’s Landing and offered short (7-km) and long (21-km) rides with escorts provided by volunteer members of the Richmond RCMP bike squad. The loops featured the South Dyke Trail and the recently completed cycling connection through



Figure 4: 2013 Bike Tour Participants

Riverside Industrial Park that links Shell Road to Rice Mill Road. Activities included a bike and helmet safety check prior to the ride plus a barbecue lunch and raffle prize draw at the finish. Despite rain that morning, the event attracted 94 cyclists of all ages and cycling ability (see Figure 4). Attendance at the event has consistently grown over the past several years and now averages 110 participants, up from 75 in the first five years of the event.

Expanded Committee Mandate: To raise community awareness of the Committee’s expanded mandate, a notice was placed in the City Page section of the *Richmond Review* inviting members of the public to participate or attend a meeting to present and discuss a topic of mutual interest. Staff have also advised other appropriate City advisory committees (e.g., Richmond Seniors Advisory Committee) of the Committee’s role.

1.3 Education

The City also provided funding of \$4,375 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.

Ride the Road Bicycle Education for Students: In September 2013, four classes of a total of 100 students in Grades 4 to 7 at Tomsett Elementary School participated in a five-day bike education course, which was the first held in Richmond in co-operation with Richmond School District. The goals of the course are to:

- promote and demonstrate that cycling is a fun, healthy, social and inexpensive way to experience freedom and independence as well as a viable option to driving a car;
- build rider competency through the practice of a complete range of bike handling skills;
- teach traffic dynamics, including rules of the road, to develop safe, responsible cyclists;
- promote safe riding through visible clothing, safe routes, helmets, lights, and bells; and
- teach the basics of bike security, bike parts and maintenance, bike fit, and bike equipment.

The course included in-class lessons, on-bike playground cycling safety training for younger students and neighbourhood road ride education for older youth. The course was well received and enjoyed the enthusiastic participation of all students. Post-program survey

responses indicated that 66 per cent of students stated that the likelihood of riding their bike increased post-course and 70 per cent of students said that their confidence about their ability to ride in traffic improved post-course.

Learn to Ride: In October 2013, a beginner's course targeted to new Canadians (both adults and their children) was offered in co-operation with Richmond Family Place. The workshop takes participants through the most common situations faced when riding a bike in traffic and provides tips to make cycling commuting a fun and regular activity (see Figure 5). Two separate lessons were held with bicycles provided for those that needed them. A total of 16 participants attended over two instructional days including three adults were learning to ride and nine youth who joined with their parents. Feedback from participants was very positive.



Figure 5: Participants in Learn to Ride Course

1.4 Other Initiatives related to Active Transportation

The Committee participated in the following initiatives with elements related to active transportation:

Transportation Forum: Members attended a public forum (“Have Options Will Travel”) organized by the Richmond Poverty Response Committee in April 2013 that featured a panel of speakers on the topic of sustainable transportation including transit, car-sharing, cycling, and walking.

Steveston Streetscape Open Houses: Members participated in two joint open houses held by the City in April (invited stakeholders) and May (general public) regarding an update of the *Steveston Village Conservation Strategy* and proposed long-term streetscape visions for Chatham Street and Bayview Street. The Committee subsequently submitted a document that detailed the Committee's preferred long-term visions for both streets. In support of the Committee's mandate to encourage active transportation modes, the Committee's goals and preferred streetscape features included provision of wider sidewalks to enhance rolling travel modes, and pedestrian-scale features such as benches and lighting.

Move for Health Festival: The Committee staffed a booth at this inaugural City event held May 10, 2013 at Minoru Park as part of a week-long campaign to promote awareness of the benefits of healthy active living for people of all ages.

2. Proposed Committee Initiatives for 2014

In addition to providing input on the planning, design and implementation of major capital infrastructure projects designed for active modes of transportation, the Committee proposes to undertake various activities in co-operation with the City and external agencies that encourage and raise awareness of active transportation, and educate all users how to safely share facilities.

2.1 Active Transportation Network Expansion & Improvement Projects

The Committee will provide input at the earliest conceptual stage on the prioritisation, 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.

Planned Active Transportation Network Expansion: Completion of the Parkside Neighbourhood Link with the provision of a multi-use pathway connection (for cycling, walking and rolling) from the north end of Ash Street to Garden City Park and 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.

Cycling Network Improvement Projects: Localised 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: Review of additional projects that impact existing or would incorporate new active transportation infrastructure as part of the overall project such as Westminster Highway widening (Nelson Road-McMillan Way), interim Lansdowne Road extension (Minoru Blvd-Alderbridge Way) and new civic facilities at Minoru Park.

Promotion of Completed Routes: Develop new and/or enhanced promotional campaigns to raise the awareness of new active transportation facilities both locally and regionally such as news releases, regular City notices in local newspapers and wide distribution of the trails and cycling map.

2.2 Education and Encouragement Initiatives

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

Railway Greenway Opening: Participate in an event tentatively planned for Earth Day to celebrate the new greenway and educate users on greenway etiquette (e.g., sharing the facility between multiple users, safely crossing at intersections, etc).

14th Annual "Island City, by Bike" Tour: Assist in the planning, promotion and staging of the fourteenth annual bike tour of Richmond during Bike Month in June 2014, which is set for Sunday, June 8th at Thompson Community Centre. Both the long and short routes will utilize the Railway Greenway to raise community awareness of this new 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 2014, which includes the provision of bike commuter stations throughout the city.

Bicycle Education for Students: In co-operation with HUB and the Richmond School District, build on the success of the first course held at Tomsett Elementary School in 2013 to 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 promote safe cycling education courses in Richmond.

City Page and City Website: 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

Over the past year, the Richmond Active Transportation Committee has successfully transitioned from a focus on cycling to a broader mandate that includes other rolling transportation modes such as in-line skating and low-powered scooters. The Committee's proposed 2014 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
(604-276-4035)



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: December 20, 2013

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

File: 01-0150-20-
THIG1/2013-Vol 01

Re: **PROVINCIAL 2013-2014 BIKEBC PROGRAM – SUBMISSIONS FOR COST-SHARING**

Staff Recommendation

1. That the submission for cost-sharing to the Province's 2013-2014 *BikeBC Program* for the upgrade of an off-street multi-use pathway as part of the Crosstown Neighbourhood Bike Route, as described in the report, be endorsed.
2. That should the above applications be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized to execute the funding agreement.

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

Att. 3

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

Staff Report

Origin

The Province of BC's *BikeBC Program* is a 50-50 cost-share program between the province and local governments to support the construction of new bike lanes, trails and pathways to promote cycling as a means of reducing traffic congestion and greenhouse gas emissions. Within this program, the City is eligible to apply to the *Cycling Infrastructure Partnership Program* (CIPP), which has a total funding envelope of \$500,000 for 2014 and is intended to support smaller scale projects up to a maximum contribution of \$100,000 per municipality. This report presents the proposed submission from the City for consideration of cost-share funding under this program.

Analysis

1. Crosstown Neighbourhood Bike Route: Multi-Use Pathway Upgrade

Building on the Crabapple Ridge and Parkside neighbourhood bike routes, both of which run north-south, the Crosstown bike route would be the first east-west neighbourhood bikeway that would be aligned between Blundell Road and Francis Road (see Attachment 1). Consistent with Section 3.5 Connected Neighbourhoods within the Official Community Plan (see Attachment 2), the route is part of the overall neighbourhood links network that connects to the Railway Greenway in the west and the Parkside bikeway in the east, and ultimately will provide walking, cycling and rolling access to several elementary and secondary schools, parks and neighbourhood shopping centres.

The overall project will include the upgrade of existing crossings at arterial roads complete with intersection improvements (e.g., wider sidewalks, ramps), repaving and widening of several existing off-street public pathways, adding new ramps where the pathways connect to roadways, and the installation of wayfinding signage and pavement markings. Given the contribution cap for the 2013-2014 CIPP of \$100,000, the City's proposed application is limited to the upgrade of an existing off-street pathway 370 m in length that connects Dorval Road and Lucas Road (see Attachment 3). The upgrade would widen (from 1.5 m to 3.0 m) and repave the pathway to safely accommodate two-way cycling, rolling and walking.

Council has previously approved the Crosstown Bikeway as part of the 2014 Capital Budget (at the December 9, 2013 regular Council meeting) as well as other components of the overall project for submission to TransLink for consideration of cost-share funding as part of its 2014 *Major Road Network & Bike Program* (at the October 28, 2013 regular Council meeting).

2. Requested External Funding and Estimated Project Costs

Table 1 below summarizes the estimated project cost, the previously approved City funding as part of the 2013 and 2014 Capital Budgets and the requested external funding source. Should the submission be successful, the City would enter into a funding agreement with the Province. The agreement is a standard form agreement provided by the Province and includes an indemnity and release in favour of the Province. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreements. The 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) would be updated to reflect the receipt of the external grants where required dependant on the timing of the budget process.

Should the submission not be successful, the project may still proceed provided that a complete drainage upgrade at an estimated cost of \$106,000 is not required, which will not be known until the detailed design phase in early 2014. Otherwise, the project would be deferred to 2015.

Table 1: Project to be Submitted to 2013-2014 CIPP

Proposed Project	Estimated Total Cost	Source of City Funds (As approved by Council)	Requested External Funding ⁽¹⁾
Crosstown Neighbourhood Bike Route: Pathway Upgrade	\$300,000	\$130,000 2013 Active Transportation Program \$70,000 2014 Active Transportation Program	\$100,000 2013-2014 CIPP

(1) The amount shown represents the maximum funding contribution to be received from the external agency based on the City's cost estimate for the project. The actual approved amount may be lower than requested. The actual invoiced amount follows project completion and is based on incurred costs.

Financial Impact

The funding source for the City's portion of the costs of the projects have been previously approved by Council as outlined in Sections 1 and 2 of this report. The 2014 Capital Plan and the 5-Year Financial Plan (2014-2018) would be updated to reflect the receipt of the external grants where required dependant on the timing of the budget process.

Conclusion

The implementation of the project would provide a key east-west off-street pathway for active transportation users across the urban part of the city. It would also support Council goals to improve community mobility and reduce greenhouse gas emissions by encouraging more cycling trips rather than driving. The potential receipt of external funding would enable the City to expedite the provision of sustainable transportation infrastructure and improve healthy and active travel options for the community.



Joan Caravan
Transportation Planner
(4035)

Proposed Crosstown Neighbourhood Bikeway

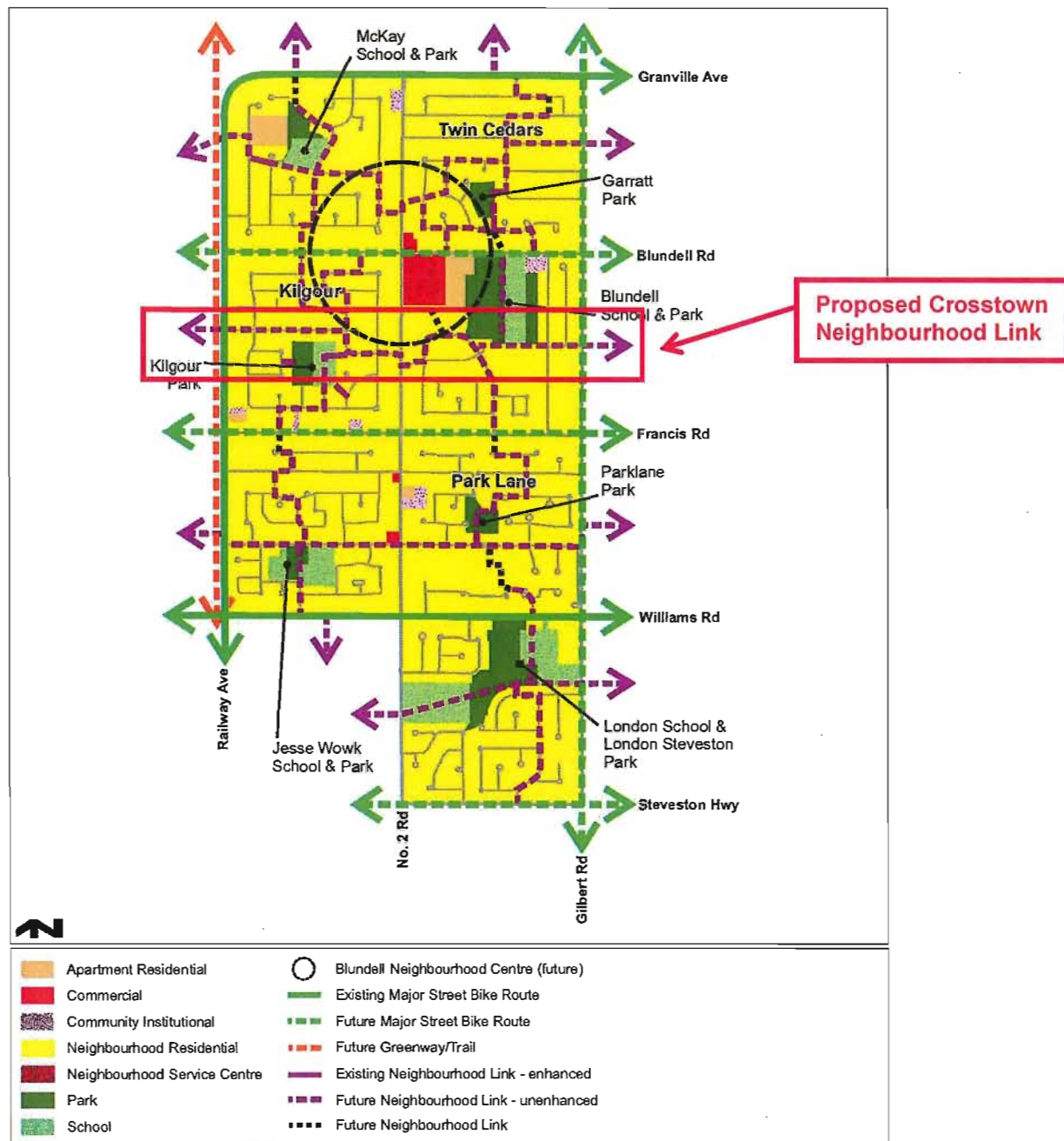


Official Community Plan Section 3.5: Specific Richmond Neighbourhoods – Blundell

Connected Neighbourhoods With Special Places



5. Blundell



Scope of 2013-2014 CIPP Application

City of Richmond Interactive Map



83.9 0 41.97 83.9 Meters

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