



Public Works and Transportation Committee

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

**Thursday, May 23, 2019
4:00 p.m.**

Pg. # ITEM

MINUTES

PWT-4 *Motion to adopt the **minutes** of the meeting of the Public Works and Transportation Committee held on April 17, 2019.*



NEXT COMMITTEE MEETING DATE

June 19, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING AND DEVELOPMENT DIVISION

- 1. VANCOUVER FRASER PORT AUTHORITY APPLICATIONS TO NATIONAL TRADE CORRIDORS FUND**
(File Ref. No. 01-0140-20-PMVA1) (REDMS No. 6148884 v. 3)

PWT-8

See Page PWT-8 for full report

Designated Speaker: Donna Chan

STAFF RECOMMENDATION

That the City provide a letter of support for the Vancouver Fraser Port Authority's submission of the following three projects for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund, as described in the report titled "Vancouver Fraser Port Authority Applications to National Trade Corridors Fund" dated April 12, 2019 from the Director, Transportation:

- (1) *Supply chain visibility program;*
- (2) *Short sea shipping concept development; and*
- (3) *Portside Road-Blundell Road overpass and upgrade, subject to:*
 - (a) *No capital costs to be borne by the City of Richmond;*
 - (b) *No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;*
 - (c) *Continued City involvement in all aspects of the design process including adherence to the City's design standards; and*
 - (d) *Retention and accommodation of local community access for motorists, pedestrians and cyclists.*



2. **AMENDMENT TO PARKING (OFF-STREET) REGULATION BYLAW NO. 7403 TO REVISE DEFINITION OF CITY PROPERTY**

(File Ref. No. 10-6455-00) (REDMS No. 6157470 v. 4; 6139378)

PWT-33

See Page PWT-33 for full report

Designated Speaker: Sonali Hingorani

STAFF RECOMMENDATION

That Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10002, to revise the definition of City property, be introduced and given first, second and third readings.



ENGINEERING AND PUBLIC WORKS DIVISION

3. **WORKS AND SERVICES COST RECOVERY BYLAW AMENDMENT**

(File Ref. No. 10-6000-01) (REDMS No. 6142786 v. 4)

PWT-36

See Page PWT-36 for full report

Designated Speaker: Jason Ho

STAFF RECOMMENDATION

That Works and Services Cost Recovery Bylaw No. 8752, Amendment Bylaw No. 10010, be introduced and given first, second, and third readings.

☐

COMMUNITY SAFETY DIVISION

4. **INFORMATION ON KATER CABS OPERATED BY RICHMOND TAXI**

(File Ref. No. 12-8275-02) (REDMS No. 6168947 v. 2)

PWT-42

See Page PWT-42 for full report

Designated Speaker: Carli Williams

STAFF RECOMMENDATION

That the staff report titled “Information on Kater Cabs Operated by Richmond Taxi”, dated April 16, 2019, from the General Manager Community Safety be received for information.

☐

5. **MANAGER’S REPORT**

ADJOURNMENT

☐



Public Works and Transportation Committee

Date: Wednesday, April 17, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Linda McPhail
Councillor Alexa Loo – entered at 4:01 p.m.
Councillor Kelly Greene
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works and Transportation Committee held on March 20, 2019, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

May 23, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING AND DEVELOPMENT DIVISION

1. **ICBC-CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM-2019 UPDATE**

(File Ref. No. 01-0150-20-ICBC1-01) (REDMS No. 6143801)

Councillor Loo entered the meeting (4:01 p.m.).

Discussion took place regarding (i) specific road improvements to areas along Steveston Highway near Constable Gate and Westminster Highway and Windsor Court, and (ii) the provision for a continuous bike path along No. 2 Road and staff noted the information could be provided.

Public Works & Transportation Committee

Wednesday, April 17, 2019

In reply to queries from Committee, Fred Lin, Senior Transportation Engineer noted that all projects noted in attachment 2 have been fully funded through previously approved Capital Budgets and are not dependent on ICBC approval and funding.

It was moved and seconded

- (1) *That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond Road Improvement Program – 2019 Update," dated March 27, 2019 from the Director, Transportation be endorsed for submission to the ICBC 2019 Road Improvement Program for consideration of cost-share funding; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to negotiate and execute the cost-share agreements, and that the Consolidated 5 Year Financial Plan (2019-2023) be amended accordingly.*

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

2. **ANNUAL REPORT 2018: RECYCLING AND SOLID WASTE MANAGEMENT – BUILDING MOMENTUM TOWARDS 80% DIVERSION**

(File Ref. No. 10-6370-01) (REDMS No. 6149029 v. 3)

In response to queries from Committee, Suzanne Bycraft, Manager, Fleet and Environmental Programs advised that (i) the Richmond Collection Schedule app includes a Recycling Wizard that allows users to search for items and provides disposal options and any items not listed can be suggested, (ii) feedback is regularly gathered from participants in the Green Ambassadors program which focuses on actively engaging youth, (iii) the key focus areas for 2019 highlighted in the staff report were approved as a part of the budget process and are active programs, and (iv) the use of filters on washing machines to capture synthetics can be further explored in relation to the issue of marine plastics.

Discussion then took place on referring the report to the Council/School Board Liaison Committee and as a result of the discussion, the following **motion** was introduced:

Public Works & Transportation Committee
Wednesday, April 17, 2019

It was moved and seconded

- (1) *That the annual report titled, "Report 2018: Recycling and Solid Waste Management – Building Momentum Towards 80% Diversion" be endorsed and be made available to the community on the City's website and through various communication tools including social media channels and as part of community outreach initiatives; and*
- (2) *That the annual report titled, "Report 2018: Recycling and Solid Waste Management – Building Momentum Towards 80% Diversion" be forwarded to the Council/School Board Liaison Committee.*

CARRIED

3. **2019 NATIONAL PUBLIC WORKS WEEK**

(File Ref. No. 10-6000-01) (REDMS No. 6153921)

It was moved and seconded

That the staff report titled "2019 National Public Works Week", dated March 27, 2019 from the Director, Public Works Operations, be received for information.

CARRIED

4. **MITCHELL ISLAND ENVIRONMENTAL STEWARDSHIP INITIATIVES**

(File Ref. No. 10-6175-01) (REDMS No. 6121739 v. 5)

Discussion ensued regarding fines for contraventions to Pollution Prevention and Clean-Up Bylaw No. 8475 and staff were directed to provide further information regarding fine amounts incurred.

In response to questions from Committee, Chad Paulin, Manager, Environment remarked that (i) staff work with a variety of community partners on emergency preparedness measures including working with Richmond Fire-Rescue on fire preparedness and instituting cross departmental meetings with the provincial government and federal agencies, (ii) there are currently no formal organizations for Mitchell Island, however some initiatives recommended in the staff report include finalizing a stewardship role to foster environmental stewardship on the island, (iii) there are opportunities to improve environment stewardship and staff are working with other regulators to encourage more appropriate practices, and (iv) there is no ongoing regular sampling taken around the island however ground water and soil samples are collected when spills are recorded and there are historical records of kept.

It was moved and seconded

That the outreach initiatives proposed within the staff report titled "Mitchell Island Environmental Stewardship Initiatives" dated March 11, 2019 from the Senior Manager, Sustainability and District Energy, be endorsed.

CARRIED

3.

Public Works & Transportation Committee
Wednesday, April 17, 2019

5. **WATER METER PROGRAM AND SEWER RATE UPDATE**

(File Ref. No. 10-6000-01) (REDMS No. 6037213 v. 8)

Jason Ho, Manager, Engineering Planning, in reply to questions from Committee, clarified that there will be an inconsequential change for the 82% of metered properties that currently save money compared to the flat rate and that any leak discovered within the first two years of a water meter installation in a multi-family complex would include an extension to the two-year guarantee to five years to allow the issue to be fixed.

It was moved and seconded

That Option 3 – Sewer Rate Cap, as outlined in the report titled “Water Meter Program and Sewer Rate Update” dated March 21, 2019, from the Acting Director, Engineering, be endorsed for use in the preparation of the 2020 utility rate options.

CARRIED

6. **MANAGER’S REPORT**

None.

In response to questions from Committee regarding heavy traffic due to construction along various locations on Granville Street, Lloyd Bie, Director, Transportation noted that a traffic management plan is required prior to construction approval however staff can investigate the cause.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:21 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, April 17, 2019.

Councillor Chak Au
Chair

Amanda Welby
Legislative Services Coordinator



To:	Public Works and Transportation Committee	Date:	April 12, 2019
From:	Lloyd Bie, P.Eng. Director, Transportation	File:	01-0140-20- PMVA1/2019-Vol 01
Re:	Vancouver Fraser Port Authority Applications to National Trade Corridors Fund		

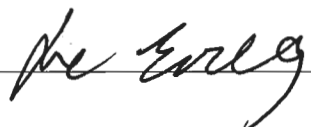


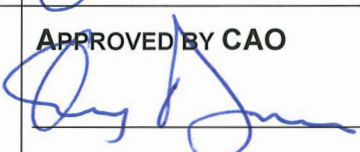
Staff Recommendation

That the City provide a letter of support for the Vancouver Fraser Port Authority's submission of the following three projects for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund, as described in the report titled "Vancouver Fraser Port Authority Applications to National Trade Corridors Fund" dated April 12, 2019 from the Director, Transportation:

- (1) Supply chain visibility program;
- (2) Short sea shipping concept development; and
- (3) Portside Road-Blundell Road overpass and upgrade, subject to:
 - (i) No capital costs to be borne by the City of Richmond;
 - (ii) No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;
 - (iii) Continued City involvement in all aspects of the design process including adherence to the City's design standards; and
 - (iv) Retention and accommodation of local community access for motorists, pedestrians and cyclists.

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

Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	 
Engineering	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Economic Development	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At the September 25, 2017 Council meeting, Council considered a report (Attachment 1) regarding a request from the Vancouver Fraser Port Authority (the Port) for a letter of support from the City for the Port's application to the Government of Canada's National Trade Corridors Fund (the Fund) for two road improvement projects within the Fraser Richmond Port Lands: Blundell Road widening and Portside Road overpass and upgrade. The \$2-billion Fund supports projects that help expand Canada's export markets and target bottlenecks in trade corridors.

The report recommendations were adopted as part of the consent agenda and, per Recommendation 1, the City provided a letter of support to the Port (Attachment 2). As the Port was not successful with its application at that time, the agency is re-applying for the same combined road improvement project following a recent announcement from the federal government that the Fund has opened a second continuous call for applications. The Port is also submitting two new projects, both of which are feasibility studies.

The Port has requested a letter of support from the City for all three projects. This report recommends that the City provide the requested letter of support for the proposed projects subject to the same conditions as defined in the City's original letter dated October 2, 2017 with respect to the Portside Road-Blundell Road overpass and upgrade.

Analysis

Projects to be Submitted by the Vancouver Fraser Port Authority

The Port is submitting two new projects (both are feasibility studies) in addition to the re-submission of the Portside Road-Blundell Road overpass and upgrade capital project as described below. The Port is seeking a letter of support from the City to accompany the submissions as support from local governments, indicating how these projects can provide community benefits, will be a key consideration in the evaluation.

Supply Chain Visibility Program

The supply chain visibility program will analyse the performance of the supply chain using real-time, multi-modal information and data (see Attachment 3 for fact sheet produced by the Port). The results will allow the Port to identify network bottlenecks and constraints, which in turn can inform improvements and infrastructure investment opportunities. The goal is to benefit Canadian exporters by optimizing the western Canadian supply chain and improving performance, capacity and resiliency.

Staff support the project as the outcome may increase the efficient movement of goods through Richmond and improve the performance of local trade-related businesses.

Short Sea Shipping Concept Development

The short sea shipping concept would enable the movement of containers from existing marine container terminals by barge to a central logistics facility on the Fraser River for distribution (see Attachment 4 for fact sheet produced by the Port). A viable and sustainable short sea shipping operation would benefit businesses and communities across the region by:

- addressing the growth of container trade demand;
- supporting the efficient use of industrial land;
- minimizing truck traffic on provincial and regional roads; and
- decreasing the environmental impacts of cargo movement.

Staff support the submission of the project as the concept is supported by multiple City strategies and plans including the Official Community Plan and the City Centre Area Plan as a means to minimize truck traffic on roads and mitigate the environmental impacts of cargo movement.

Blundell Road Widening and Portside Road Overpass and Upgrade

The project scope is identical to that submitted by the Port in 2017 and described in Attachment 1 (see Attachment 5 for fact sheet produced by the Port). The key components are:

- widening of Blundell Road from two to four lanes between No. 7 Road and No. 8 Road;
- construction of the Portside Road railway overpass at No. 8 Road; and
- the extension of Portside Road along with a new bridge over the No. 7 Road canal.

The project would improve goods movement and emergency services access by addressing current congestion and delays due to the at-grade rail crossing at Blundell Road-Portside Road/No. 8 Road. Staff therefore support the re-submission of the project subject to the same conditions identified in September 2017 and described in detail in Attachment 1.

Next Steps

Staff will provide updates on the progress of the application process. Should the application with respect to the Portside Road-Blundell Road overpass and upgrade project be successful in securing federal government funding, the operating and maintenance costs of the widened section of Blundell Road between No. 7 Road and No. 8 Road would be reported back to Council through future annual operating budget programs.

Financial Impact

None.

Conclusion

The Vancouver Fraser Port Authority is seeking City support for the submission of three projects for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund. One project is the re-submission of a transportation infrastructure improvement

project within the Fraser Richmond Port Lands area, which Council previously supported in September 2017.

As the proposed projects would mitigate the potential negative impacts of increased truck traffic on City roads and the community, staff recommend that the City provide a letter of support for the project applications subject to the same conditions as defined in the City's original letter dated October 2, 2017 with respect to the Portside Road-Blundell Road overpass and upgrade.



Joan Caravan
Transportation Planner
(604-276-4035)

JC:jc

- Att. 1: Staff Report titled "*Gateway Transportation Collaboration Forum - Greater Vancouver Gateway 2030 Program*" and presented at the September 25, 2017 Council Meeting
- Att. 2: City Letter of Support for Port of Vancouver Application dated October 2, 2017
- Att. 3: Vancouver Fraser Port Authority Fact Sheet: Supply Chain Visibility Program
- Att. 4: Vancouver Fraser Port Authority Fact Sheet: Short Sea Shipping Concept Development
- Att. 5: Vancouver Fraser Port Authority Fact Sheet: Portside and Blundell Overpass and Upgrade Projects



City of Richmond

Report to Committee

To:	General Purposes Committee	Date:	September 7, 2017
From:	Victor Wei, P. Eng. Director, Transportation	File:	01-0140-20- PMVA1/2017-Vol 01
Re:	Gateway Transportation Collaboration Forum - Greater Vancouver Gateway 2030 Program		

Staff Recommendation

That the City provide a letter of support for the Vancouver Fraser Port Authority's two-phase submission of two transportation infrastructure improvements projects in Richmond for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund via the Expression of Interest and Comprehensive Project Proposal phases, as described in the report titled "Gateway Transportation Collaboration Forum - Greater Vancouver Gateway 2030 Program" dated September 7, 2017 from the Director, Transportation subject to:

- (1) No capital costs to be borne by the City of Richmond;
- (2) No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;
- (3) Continued City involvement in all aspects of the design process including adherence to the City's design standards; and
- (4) Retention and accommodation of local community access for motorists, pedestrians and cyclists.

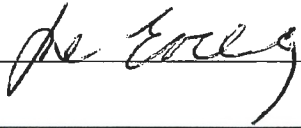

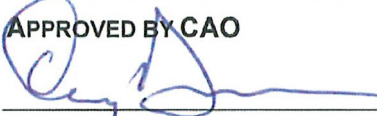
/

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

Att. 3

September 7, 2017

- 2 -

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

September 7, 2017

- 3 -

Staff Report

Origin

In June 2017, the City received a letter from Vancouver Fraser Port Authority (the Port) (Attachment 1) regarding the Gateway Transportation Collaboration Forum (the Forum) and the Greater Vancouver Gateway 2030 (GVG 2030) initiative, which is the Forum's strategy for transportation infrastructure investments to enhance gateway-related trade movements. The Port has subsequently requested a letter of support from the City for the potential improvement projects identified in Richmond to be submitted by the Port for consideration of federal government funding support (Attachment 2). This report outlines the City's involvement with the Forum and recommends that the City provide the request letter of support for the proposed projects subject to certain conditions.

This report supports Council's 2014-2018 Term Goal #3 A Well-Planned Community:

3.3. Effective transportation and mobility networks.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

Findings of Fact

In early 2014, the Government of Canada announced the New Building Canada Plan, which included the merit-based \$4 billion National Infrastructure Component (NIC). In response, the Port announced that it was establishing the Forum for facilitating regional partners to collaboratively pursue solutions and funding opportunities under the NIC for priority gateway-related projects in the region. The Forum is chaired by Transport Canada and the Steering Committee is comprised of Transport Canada, Ministry of Transportation and Infrastructure, TransLink, the Port, and Greater Vancouver Gateway Council.

From Summer 2014 to Fall 2016, studies were undertaken for the Forum in four "trade areas" of Metro Vancouver to identify potential projects and subsequently inform future project applications. Staff periodically met with the Fraser River Trade Area (FRTA) Working Group (i.e., the trade area that included Richmond) during this time. The FRTA Study assessed current and anticipated transportation network conditions and issues affecting both road and rail due to increased demand for international trade. From this analysis, potential mitigation measures were identified to improve the efficiency of multimodal connectivity for people and goods movement while providing overall net benefits to host communities.

In November 2016, the Government of Canada announced the Trade and Transportation Corridors Initiative that will invest \$2 billion over 11 years for the National Trade Corridors Fund, a merit-based program to make Canada's trade corridors more efficient and reliable (i.e., the potential federal government funding was reduced from \$4 billion to \$2 billion).

September 7, 2017

- 4 -

In early 2017, the individual projects identified through the FRTA Study were bundled as the GVG 2030 initiative, which is the Forum's strategy for transportation infrastructure investment. A GVG 2030-City of Richmond Technical Liaison Committee has been formed to facilitate discussion amongst the agencies related to GVG 2030 and to exchange technical information to aid in the preparation of the funding applications. Meetings to date have been held in the spirit of collaboration with no commitment of support by the City for the proposed projects.

In Summer 2017, Transport Canada announced that Expression of Interest applications for the National Trade Corridors Fund must be received by September 5, 2017 and are to be followed by a Comprehensive Project Proposal that must be received by November 6, 2017.

Analysis

Potential Improvement Projects in Richmond

The initial FRTA Study identified four potential projects within Richmond (Attachment 3):

- Blundell Road Widening: widen from two to four lanes with left-turn lanes between No. 7 Road and No. 8 Road to improve access and mitigate congestion within the Fraser Richmond Port Lands.
- Portside Road Overpass and Upgrade: widen and provide grade separation of the intersection of Blundell Road-Portside Road/No. 8 Road to eliminate the at-grade rail crossing and reduce delays within the Fraser Richmond Port Lands.
- Westminster Highway Overpass: provide grade separation to eliminate the at-grade rail crossing east of No. 9 Road and reduce delays and improve access to the Fraser Richmond Port Lands.
- Moray Channel Bridge Replacement: construct new three-lane bridge in the same alignment with a higher elevation to eliminate the swing span structure and improve access from YVR to Highway 99.

The subsequent GVG 2030 initiative retained the Moray Channel Bridge Replacement as an individual project and added the following fourth project to the remaining three projects in Richmond to form Bundle 4 (of a total of seven Bundles in Metro Vancouver):

- Six-Laning of Highway 91: widen from four to six lanes between Knight Street and the Nelson Road Interchange to reduce congestion and improve access to the Fraser Richmond Port Lands.

The four projects comprising Bundle 4 are intended to improve road and rail network efficiency, reliability and safety that are currently impacted by congestion due to a lack of capacity to accommodate truck traffic generated by the Fraser Richmond Port Lands and east-west commuter traffic.

Preliminary Assessment of Recommended Improvement Projects

While all of the identified projects in Bundle 4 are related to and would serve the Port's Fraser Richmond Port Lands, staff note that increasing truck traffic would have potential negative impacts on the City's roadways and thus it would be mutually beneficial for both parties to

September 7, 2017

- 5 -

develop solutions. Accordingly, staff have advised the Forum that, in principle, the four projects can be considered for further analysis with the intent of submitting the projects for consideration of federal government cost-sharing subject to:

- No capital costs to be borne by the City given that the Port does not pay any Development Cost Charges (DCCs) including Roads Development Cost Charges (Roads DCCs), which is the City's funding source for transportation capital projects;
- No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;
- Continued City involvement in all aspects of the design process including adherence to the City's design standards;
- Retention and accommodation of local community access for motorists, pedestrians and cyclists; and
- Council approval of the submission of any projects in Richmond to the National Trade Corridors Fund.

Recommended Improvement Projects Proposed for Submission

At this time, the Port is proposing the submission of two "shelf ready" projects from Bundle 4 for the first intake of applications to the National Trade Corridors Fund, Blundell Road Widening and Portside Road Overpass and Upgrade (Figure 1), and is seeking a letter of support from the City to accompany the submissions as support from local governments, indicating how these projects can provide community benefits, will be a key consideration in the evaluation of Expression of Interest applications and Comprehensive Project Proposals.



Figure 1: Blundell Road Widening & Portside Road Overpass and Upgrade

September 7, 2017

- 6 -

Staff support the submission of these two projects, which would improve goods movement by addressing current congestion and delays due to the at-grade rail crossing, subject to the following additional specific comments:

- *Blundell Road Widening*: the project should include cycling and pedestrian facilities (e.g., multi-use pathway), the future extension of transit service (e.g., new bus stops with transit shelters and/or benches), maintain the existing weight limit for trucks on No. 8 Road, and adhere to City design standards (e.g., maximum 5% grade). The City's contribution would comprise the use of the City right-of-way for the roadway plus typical on-going operating and maintenance costs of the at-grade Blundell Road portion following construction as well as staff time. Staff note that the proposed widening and westward extension of Blundell Road from No. 8 Road to No. 7 Road is consistent with the City's planned road network per the Official Community Plan.
- *Portside Road Overpass and Upgrade*: the project should include cycling and pedestrian facilities (e.g., multi-use pathway) and adhere to City design standards (e.g., maximum 5% grade for the overpass). As Portside Road is a private road owned by the Port, following construction the City would not be responsible for the on-going operating and maintenance costs of the overpass nor the additional operating and maintenance costs for Blundell Road and No. 8 Road that are attributable to their raised approaches necessitated by the overpass structure. Detailed design has not yet been completed; should this work identify that additional right-of-way is required, the Port would be solely responsible for its acquisition. Staff also note that the project would be a localized improvement limited to grade separation of the roadway and railway with all existing turning movements retained so that current traffic patterns would not be affected; the project would not facilitate or support any future plan for a new crossing of the Fraser River at No. 8 Road.

The remaining projects from Bundle 4 may be considered for submission as part of future intakes to the Fund, at which time, if deemed supportable, staff would seek further specific Council approval for those submissions.

Next Steps

Staff will provide updates on the progress of this application process. Should the applications be successful in securing federal government funding, the operating and maintenance costs of the widened section of Blundell Road between No. 7 Road and No. 8 Road would be reported back to Council through future annual capital budget programs.

Financial Impact

None.

Conclusion

The Vancouver Fraser Port Authority is seeking City support for the submission of two transportation infrastructure improvements projects within the Fraser Richmond Port Lands area for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund. As the proposed projects would mitigate the potential negative impacts of

September 7, 2017

- 7 -

increased truck traffic on City roads and the community, staff recommend that the City provide a letter of support for the project applications subject to:

- no capital or operating and maintenance costs to be borne by the City with the exception of Blundell Road between No. 8 Road and No. 7 Road;
- continued City involvement in the design process including adherence to the City's design standards; and
- accommodation of local access for motorists, pedestrians and cyclists.



for Joan Caravan
Transportation Planner
(604-276-4035)
JC:jc



Donna Chan, P.Eng., PTOE
Manager, Transportation Planning
(604-276-4126)

Att. 1: Letter to City from Vancouver Fraser Port Authority (June 30, 2017)

Att. 2: Letter to City from Vancouver Fraser Port Authority (August 18, 2017)

Att. 3: Fraser River Trade Area Study: Identified Projects in Richmond

Attachment 1



June 30, 2017

Mayor Malcolm Brodie
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Mayor Brodie:

RE: Gateway Transportation Collaboration Forum – Greater Vancouver Gateway 2030 Program

We're reaching out to you today regarding the Gateway Transportation Collaboration Forum's (GTCF) Greater Vancouver Gateway 2030 (GVG 2030) Program. GVG 2030 is the GTCF's strategy for smart transportation infrastructure investment to address the community impacts of trade and population growth.

As part of GVG 2030, the GTCF has identified close to 40 transportation-focused projects that will enhance the movement of goods and people through the gateway and support sustainable growth, environmental stewardship and liveability for communities. This has been informed by work such as the Fraser River Trade Area Multi-modal Transportation Study (FRTA Study) and the Roberts Bank Trade Area Multi-modal Transportation Study (RBTAs Study). The projects will provide national, regional, and local benefits by getting Canadian goods to market, growing the economy, creating well-paying jobs, and supporting liveable, green communities by improving safety, mobility and air quality.

During the coming weeks, the GVG 2030 Program Team will be engaging with First Nations and key stakeholders, like yourself, to better understand their interests and considerations related to the GVG 2030 program and projects. We are in the process of creating a technical working group, co-chaired by Donna Chan, Manager, Transportation Planning, Transportation Division, for this purpose.

Should you have any questions about the GVG 2030 Program – or the Gateway Transportation Collaboration Forum – please do not hesitate to contact Terry Lalari at terry.lalari@portvancouver.com or 604 379 1659.

Sincerely,

A handwritten signature in blue ink, appearing to read "Peter Xolta", is written over a light blue rectangular background.

Peter Xolta
Vice President, Planning and Operations
Vancouver Fraser Port Authority

On behalf of the Gateway Transportation Collaboration Forum

Attachment 1 Cont'd

CC:

George Duncan, Chief Administrative Officer

GTCF Steering Committee Members:

Michael Henderson, Greater Vancouver Gateway Council

Helen Berthin, Ministry of Transportation and Infrastructure

Brad Glazer, Ministry of Transportation and Infrastructure

Jeff Busby, TransLink

Greg Kolesniak, TransLink

Trevor Heryet, Transport Canada

Chris Hoff, Transport Canada

Alex Izett, GVG 2030 Program Team

Attachment 2



Vancouver Fraser Port Authority
100 The Pointe, 999 Canada Place
Vancouver, BC Canada V6C 3T4
portvancouver.ca

Victor Wei, P.Eng.
Director, Transportation
City of Richmond

Via email: victor.wei@richmond.ca

August 18, 2017

RE: Greater Vancouver Gateway 2030 Program – Phase 1 Projects in City of Richmond and Request for Letter of Support

Dear Mr. Wei:

We are reaching out to you today regarding the Gateway Transportation Collaboration Forum's (GTCF) Greater Vancouver Gateway 2030 (GVG 2030) program, our strategy for capitalizing on federal government funding opportunities to invest in needed transportation infrastructure in B.C.

GVG 2030 includes nearly 40 potential transportation infrastructure projects in each of four trade areas – North Shore, South Shore, Fraser River and Roberts Bank – that would enhance the movement of goods and people through the gateway, while supporting sustainable growth, environmental stewardship and liveability for communities.

GVG 2030 is guided by the Government of Canada's commitment to strengthen trade corridors to increase trade and access to global markets. The Federal Government recently announced the National Trade Corridors Fund (NTCF), a dedicated source of funding that will help infrastructure owners and users invest in critical assets that support economic activity and the physical movement of goods and people in Canada. More information is available at <https://www.tc.gc.ca/eng/programs/national-trade-corridors-fund.html>.

Expressions of Interest (EOIs) for the first phase of NTCF funding are due no later than September 5, 2017, with comprehensive project proposals for successful projects due no later than November 6, 2017.

Members of the GTCF Steering Committee have initiated developing EOIs for projects to be submitted to the first phase of NTCF funding. Within the City of Richmond, the Vancouver Fraser Port Authority (VFPA) anticipates submitting an EOI in response to this first proposal call for:

- **Portside Road / Blundell Road Overpass and Upgrades:** raising the Portside / Blundell intersection to clear the existing railway crossing Portside Road, as well as extending Portside Road westerly across the No. 7 Road canal to service future industrial traffic on the Port's Area 1V site. Re-construction of the intersection would also involve reconstructing a portion of No. 8 Road; and
- **Blundell Road Widening:** widening the City of Richmond's Blundell Road from two to four lanes between Portside Road and approximately York Road in order to tie into the crossing currently being developed as part of the Ecowaste development.

GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017

Canada

Attachment 2 Cont'd

Together, these projects will reduce congestion and wait times, while improving efficiency, safety and emergency access reliability, and opportunities for expanded transit services in this area.

The estimated capital cost of these improvements is \$103 million. At this time, we do not anticipate that the City of Richmond will be asked to contribute to the capital funding of these projects. In addition, the City would not be responsible for maintenance and rehabilitation of the structures over Blundell Road and No. 7 Road, which would be owned and maintained by the port authority. That said, Transport Canada has advised that preference may be given to projects that align with regional priorities, and have approvals in place, secured funding, and a possible 2018 start date. Support from local governments, including funding commitments and letters indicating how these projects can provide community benefits, will be a key consideration in the evaluation of EOIs and comprehensive project proposals.

VFPA anticipates that, if funding applications are approved, engineering could commence in 2018, with construction carried out between 2019 and 2021. As an appendix, I have attached maps that shows the location and boundaries of the two projects.

The GVG 2030 Program Team has had two meetings with City of Richmond staff and the Vancouver Fraser Port Authority, focused on discussing the aforementioned Portside and Blundell projects, and we have collectively discussed the benefits of supporting each other leading up to submitting comprehensive project proposals. We look forward to working with City staff through the Technical Working Group on developing these projects over the coming months.

Presently, we would respectfully request a letter of support from the City outlining its willingness to work with the Vancouver Fraser Port Authority in developing the comprehensive project proposal through the autumn of this year.

In the event that Transport Canada invites such a proposal for the project, we may also respectfully request a letter from the City supporting the proposal. We understand that this second request may need to first be submitted to the Public Works and Transportation Committee and then, if approved, submitted to Council. We are committed to working with City staff in providing whatever support is necessary to receive these letters.

Thank you for taking the time to consider our request, and we look forward to discussing these projects with your staff in the coming months. Should you have any questions about the GVG 2030 projects or program please contact Alex Izett, GVG 2030 Program Lead, at alex@izetteng.com or 604 785 3579.

Sincerely,



Dennis Bickel, P.Eng.
Manager, Transportation Planning
Vancouver Fraser Port Authority

CC: Jack Peng, Senior Transportation Planner, Vancouver Fraser Port Authority
Alain Lippuner, Senior Project Planning Advisor, Vancouver Fraser Port Authority
Alex Izett, GVG 2030 Program Lead

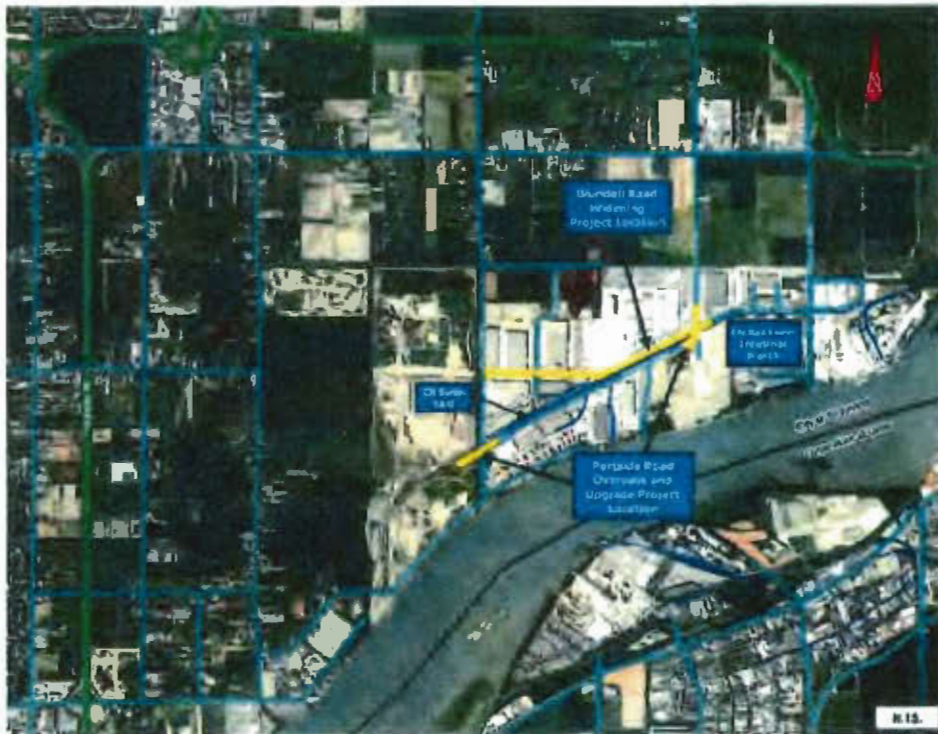
GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017

Canada

Attachment 2 Cont'd

Appendix 1:

Portside Road / Blundell Road Overpass and Upgrades and Blundell Road Widening - Regional Context



GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017

Canada

Attachment 2 Cont'd

Portside Road / Blundell Road Overpass and Upgrades and Blundell Road Widening – Project Limits

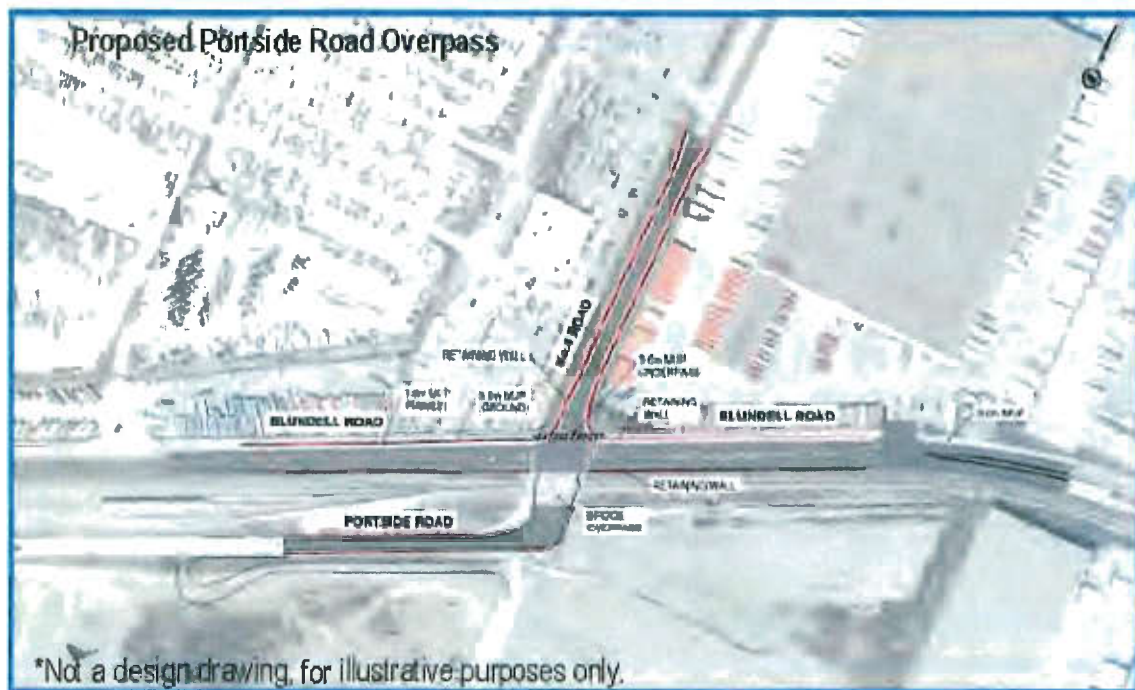
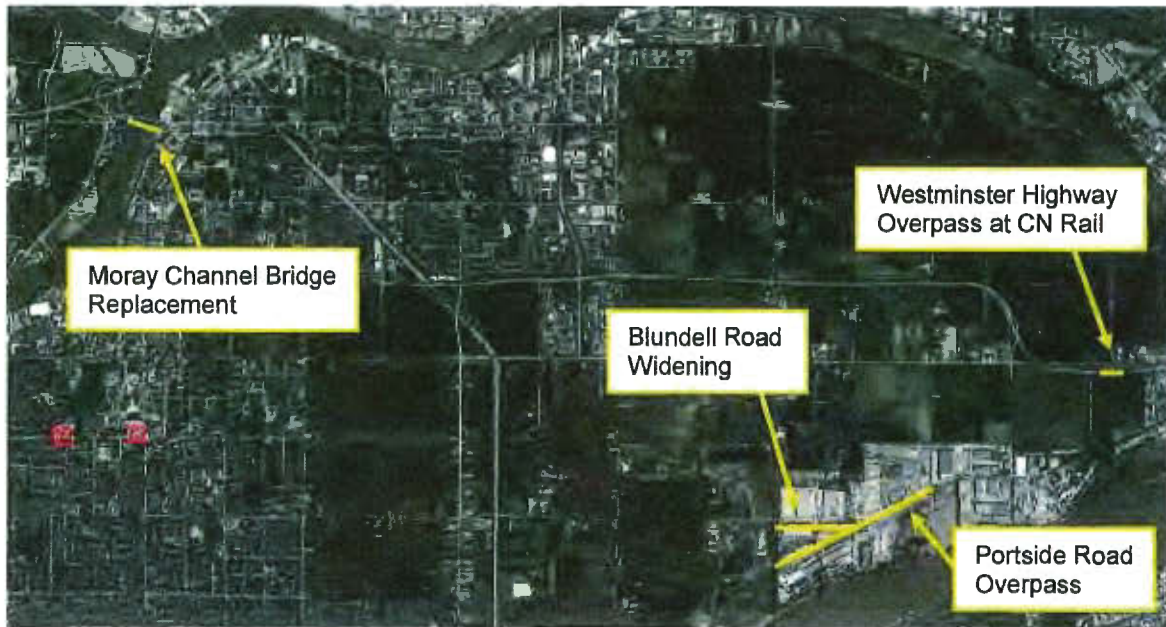


GVG 2030
Phase 1 Projects in City of Richmond
August 18, 2017

Canada

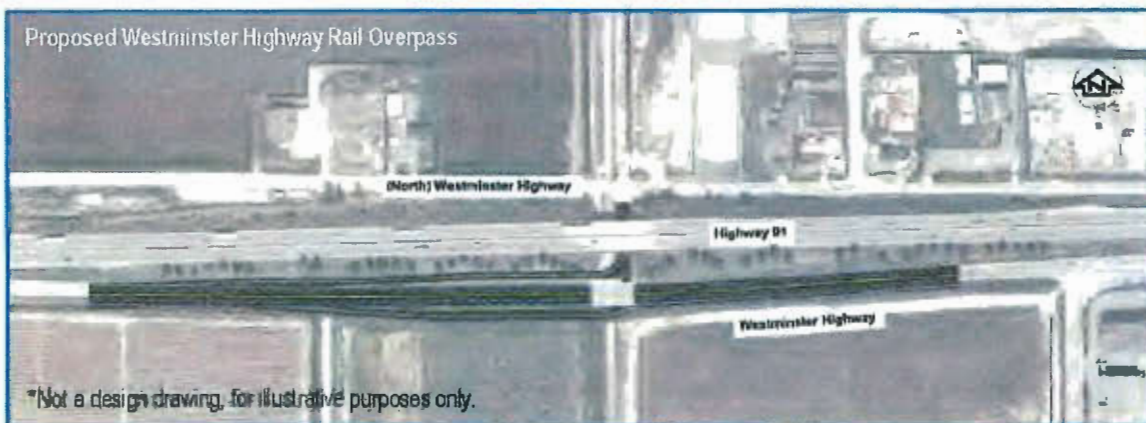
Attachment 3

Fraser River Trade Area Study: Identified Projects in Richmond



Attachment 3 Cont'd

Fraser River Trade Area Study: Identified Projects in Richmond



FWFL-2161



City of
Richmond

Malcolm D. Brodie
Mayor

6911 No. 3 Road
Richmond, BC V6Y 2C1
Telephone: 604-276-4123
Fax No: 604-276-4332
www.richmond.ca

October 2, 2017

Mr. Craig D. Neeser
Chair, Board of Directors
Port of Vancouver
100 The Pointe, 999 Canada Place
Vancouver, BC V6C 3T4

Dear Mr. Neeser:

Re: Gateway Transportation Collaboration Forum – Greater Vancouver Gateway 2030 Program

Further to the June 30, 2017 letter from Peter Korta and the staff report on the above matter that was considered by Richmond City Council at its Regular meeting held on September 25, 2017, please be aware of that the following resolution was adopted:

- (1) That the City provide a letter of support for the Vancouver Fraser Port Authority's two-phase submission of two transportation infrastructure improvements projects in Richmond for consideration of cost-share funding from the Government of Canada's National Trade Corridors Fund via the Expression of Interest and Comprehensive Project Proposal phases, as described in the report titled "Gateway Transportation Collaboration Forum - Greater Vancouver Gateway 2030 Program" dated September 7, 2017 from the Director, Transportation subject to:**
- (a) No capital costs to be borne by the City of Richmond;**
 - (b) No operating, maintenance, rehabilitation and replacement costs of the Portside Road-Blundell Road overpass including any raised portions of City roadway and No. 7 Road canal crossing structures to be borne by the City of Richmond;**
 - (c) Continued City involvement in all aspects of the design process including adherence to the City's design standards; and**
 - (d) Retention and accommodation of local community access for motorists, pedestrians and cyclists; and**

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 Richmond

- 2 -

- (2) *That a letter be written to advise the Vancouver Fraser Port Authority, with a copy to the Ministry of Transportation and Infrastructure, that the City of Richmond expects to be consulted at the outset of any discussions regarding the widening of Highway 91.*

In addition to the City's support for the proposed Blundell Road Widening and the Portside Road Overpass and Upgrade projects in Richmond, the City looks forward to early collaboration with Vancouver Fraser Port Authority on all proposed projects including the potential suggestion of widening of Highway 91.

I look forward to your positive confirmation in this regard. Should you have any questions, please contact Victor Woi, Director, Transportation, 604-276-4131.

Yours truly,



Malcolm D. Brodie
Mayor

pc: Honourable Claire Trevena, Minister, Transportation and Infrastructure
Richmond City Councillors
Peter Xotta, Vice President, Planning and Operations, Vancouver Fraser Port Authority

5575552

About the Supply Chain Visibility Program

The Vancouver Fraser Port Authority, as part of the Gateway Transportation Collaboration Forum's Greater Vancouver Gateway 2030 strategy, is applying for federal funding through the National Trade Corridors Fund for projects that increase trade capacity, support trade diversification, increase the resilience of the Canadian transportation system, and reduce negative impacts of growing trade on local communities.



OVERVIEW

The Vancouver Fraser Port Authority's Supply Chain Visibility Program provides better insight into the performance of the supply chain by using real-time, multi-modal information and data. This allows the port authority to identify network bottlenecks and constraints, which in turn can inform improvements and infrastructure investment possibilities.

BENEFITS

The program will benefit Canadian exporters by optimizing the western Canadian supply chain, which will improve performance, capacity and resiliency.

About the Short Sea Shipping Concept Development

The Vancouver Fraser Port Authority, as part of the Gateway Transportation Collaboration Forum's Greater Vancouver Gateway 2030 strategy, is applying for federal funding through the National Trade Corridors Fund for projects that increase trade capacity, support trade diversification, increase the resilience of the Canadian transportation system, and reduce negative impacts of growing trade on local communities.



OVERVIEW

With federal funding support, the short sea shipping initiative would involve developing a concept for a viable and sustainable short sea shipping operation in the Lower Mainland. This would enable the movement of containers from existing marine container terminals by barge to a central location on the Fraser River for distribution. The concept development would include the following:

- Business model
- Operational concept
- Financial analysis
- Terminal and off-dock facility concept development

BENEFITS

A viable and sustainable short sea shipping operation in the Lower Mainland would provide the following benefits to businesses and communities across the region:

- Address the growth of container trade demand
- Support efficient use of industrial land
- Minimize truck traffic on provincial and regional roads
- Decrease the environmental impacts of cargo movement

GREATER VANCOUVER GATEWAY 2030

Portside and Blundell Overpass and Upgrade Projects

About the Portside and Blundell Overpass and Upgrade Projects

The Vancouver Fraser Port Authority, as part of the Gateway Transportation Collaboration Forum's Greater Vancouver Gateway 2030 strategy, is applying for federal funding through the National Trade Corridors Fund for projects that increase trade capacity, support trade diversification, increase the resilience of the Canadian transportation system, and reduce negative impacts of growing trade on local communities.

OVERVIEW

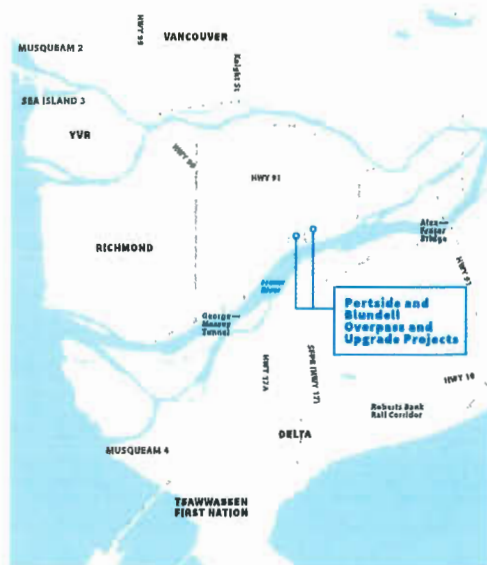
The Portside and Blundell Overpass and Upgrade Projects are located in the City of Richmond, along the south arm of the Fraser River, within the Port of Vancouver's Fraser Richmond Industrial Lands.

These projects would involve widening Blundell Road; construction of the Portside Road rail overpass at No. 8 Road; and the extension of Portside Road along with a new bridge over the No. 7 Road canal.

BENEFITS

Together, these projects would provide the following benefits to businesses and communities across the region:

- Ease road congestion while improving access and safety for pedestrians and transit vehicles
- Improve emergency access within the Fraser Richmond Industrial Lands
- Improve fluidity of the roads within the Fraser Richmond Industrial Lands
- Enable additional rail capacity to serve current and future growth of export and import trade
- Enable overall growth in trade, with direct benefits for major container terminals
- Unlock access to vacant industrial land for export growth opportunities



Project location



Artist's rendering of the Portside Road Extension



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** March 29, 2019
From: Lloyd Bie, P.Eng.
Director, Transportation **File:** 10-6455-00/Vol 01
Re: **Amendment to Parking (Off-Street) Regulation Bylaw No. 7403 to Revise
Definition of City Property**

Staff Recommendation

That Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10002, to revise the definition of City property, be introduced and given first, second and third reading.

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

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

Staff Report

Origin

Through the development application process, the City can secure public parking within rights-of-way. This report proposes an amendment to Parking (Off-Street) Regulation Bylaw No. 7403 to revise the definition of City property to include this form of tenure.

Analysis

Proposed Amendment to Parking (Off-Street) Regulation Bylaw 7403

The current definition of City property in Bylaw No. 7403 is “*any lot or parcel of land owned or leased by the City.*” As this definition does not include lands within rights-of-way for use as public parking, the City cannot enforce the use of any existing public parking lots with this form of tenure.

The proposed amendment would revise the definition of City property in Section 8.1 (Interpretation) to:

“a lot or parcel of land owned or leased by the City, and any lands subject to a statutory right of way in favour of the City for the purposes of use as a City parking lot or City operated public parking lot.”

The amendment will allow the City to manage sites, such as install signage to establish parking time limits and tow vehicles in violation of the parking regulations, that are within rights-of-way to be used as a City parking lot or a City operated public parking lot.

Financial Impact

None.

Conclusion

The proposed bylaw amendment enables the City to better manage public parking demand on sites that are secured via a statutory right-of-way in favour of the City.



Sonali Hingorani, P.Eng.
Transportation Engineer
(604-276-4049)



Joan Caravan
Transportation Planner
(604-276-4035)

JC:jc



**Parking (Off-Street) Regulation Bylaw No. 7403
Amendment Bylaw No. 10002**

The Council of the City of Richmond enacts as follows:

1. **Parking (Off-Street) Regulation Bylaw No. 7403**, as amended, is further amended at Section 8.1 – “[Interpretation]” by deleting the definition of City Property and inserting the following definition:

“City Property means a lot or parcel of land owned or leased by the **City**, and any lands subject to a statutory right of way in favour of the **City** for the purposes of use as a **City parking** lot or **City** operated public **parking** lot.”.

2. This Bylaw is cited as “**Parking (Off-Street) Regulation Bylaw No. 7403, Amendment Bylaw No. 10002**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** April 10, 2019
From: Milton Chan, P.Eng.
Acting Director, Engineering **File:** 10-6000-01/2019-Vol 01
Re: **Works and Services Cost Recovery Bylaw Amendment**

Staff Recommendation

That Works and Services Cost Recovery Bylaw No. 8752, Amendment Bylaw No. 10010, be introduced and given first, second, and third readings.

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

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

Staff Report

Origin

Section 506 of the *Local Government Act* (LGA) provides the authority for local governments to regulate and require the provision of works and services with respect to subdivision of land by bylaw.

Section 194 of the *Community Charter* (Charter) permits the City to charge fees for City Services, which includes infrastructure works.

Works and Services Cost Recovery Bylaw No. 8752 (Bylaw) facilitates the recovery of costs associated with projects constructed and financed by the City that would normally be secured through the development process. As cost recovery projects are implemented, the Bylaw is amended to include those projects, in order for the City to recover costs through redevelopment. This report outlines the proposed bylaw amendment to add two cost recovery projects to the Bylaw and remove one project for which the maximum recovery period has passed.

Analysis

Through the development process and Subdivision and Development Bylaw No. 8751, the City requires developers to pay for infrastructure required to service development projects. At times, the City identifies a need to install or upgrade infrastructure that benefits properties that have subdivision potential. This construction is financed by the City and, if available, existing developer contributions. To maintain equity, the City uses the Bylaw to charge benefitting developers in lieu of them providing such infrastructure. Costs will only be incurred by those who benefit in the future should they subdivide; existing property owners will not incur any costs if they do not subdivide.

The Bylaw contains seven schedules identifying infrastructure that has been constructed by the City and properties that have benefitted from this and also have the potential to subdivide. Each property is apportioned a construction cost based on their proportion of frontage length and these costs will be recovered from the property owner upon subdivision.

Staff propose that the Bylaw be amended as follows:

1. Remove Schedule 3, as the corresponding project was completed more than 15 years ago and no longer qualifies for cost recovery.
2. Add two schedules that identify subdividable properties benefiting from infrastructure upgrade projects funded by the City and appropriate costs recoverable upon subdivision. These projects meet the following criteria:
 - The project was completed less than 15 years ago;
 - The project was funded by the City and, where available, by developer cash-in-lieu contributions (for the design and construction of works in keeping with the Subdivision and Development Bylaw No. 8751); and

- There are properties identified as benefitting lands that have not previously paid for the improvement project.

Financial Impact

None.

Conclusion

Works and Services Cost Recovery Bylaw No. 8752 facilitates the recovery of costs associated with projects constructed and financed by the City that would normally be secured through the development process. Staff propose that the Bylaw be amended to include two new cost recovery projects and to remove an old project that no longer qualifies for cost recovery.



Jason Ho, P.Eng.
Manager, Engineering Planning
(604-244-1281)

JH:md



**Works and Services Cost Recovery Bylaw No. 8752,
Amendment Bylaw No. 10010**

The Council of the City of Richmond enacts as follows:

1. The **Works and Services Cost Recovery Bylaw No. 8752**, as amended, is further amended by:
 - (a) deleting Schedule 3; and
 - (b) adding, as new Schedules 8 through 9, the Schedule attached to and forming part of this Bylaw.
2. This Bylaw is cited as **“Works and Services Cost Recovery Bylaw No. 8752, Amendment Bylaw No. 10010”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER



SCHEDULE TO BYLAW 10010

SCHEDULE 8 to BYLAW NO. 8752

1. NAME OF IMPROVEMENT PROJECT: Laneway Drainage and Asphalt Upgrade - Seabrook Crescent (East)
2. CERTIFIED COST OF PROJECT: \$335,210.48
3. COMPLETION DATE OF PROJECT: July 25, 2015
4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: \$38,774.80
5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: \$93,224.99
6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 503.79
7. COST FOR RECOVERY PER METRE OF FRONTAGE: \$665.37
8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
LOT B SEC 36 BLK 4N RG 6W PL NWS424	31.78	\$21,145.46
LOT 5 SEC 36 BLK 4N RG 6W PL NWP10636 Except Plan 25649, 53892	22.58	\$15,024.05
LOT 17 SEC 36 BLK 4N RG 6W PL NWP25649 Except Plan 53892	20.09	\$13,367.28
LOT 6 SEC 36 BLK 4N RG 6W PL NWP10636 Except Plan 25649, 53872	20.81	\$13,846.35
LOT 222 SEC 36 BLK 4N RG 6W PL NWP32915	18.83	\$12,528.92
LOT 292 SEC 36 BLK 4N RG 6W PL NWP35777	26.02	\$17,312.93

SCHEDULE TO BYLAW 10010

SCHEDULE 9 to BYLAW NO. 8752

1. NAME OF IMPROVEMENT PROJECT: Marrington Area Water, Sanitary and Drainage Upgrade
2. CERTIFIED COST OF PROJECT: \$1,666,361.54
3. COMPLETION DATE OF PROJECT: May 31, 2017
4. COST PREPAID UNDER WORKS AND SERVICES BYLAW: \$516,485.84
5. NET COST FOR RECOVERY UNDER BYLAW No. 8752: \$278,995.38
6. TOTAL FRONTAGE OF BENEFITING LAND IN METRES: 1,444.80 m
7. COST FOR RECOVERY PER METRE OF FRONTAGE: \$1,153.35
8. BENEFITING LAND AND FRONTAGE IN METRES:

LEGAL DESCRIPTION OF PARCEL	FRONTAGE OF BENEFITTING LAND ON PROJECT (m)	COST FOR RECOVERY
LOT 58 SEC 15 BLK 4N RG 7W PL NWP15447	23.77	\$27,415.15
LOT 56 SEC 15 BLK 4N RG 7W PL NWP15447	23.77	\$27,415.15
LOT 55 SEC 15 BLK 4N RG 7W PL NWP15447	23.70	\$27,334.39
LOT 54 SEC 15 BLK 4N RG 7W PL NWP15447	24.38	\$28,118.67
(LOT 1 and LOT 2) SEC 15 BLK 4N RG 7W PL NWS937	24.38	\$28,118.67
(LOT 1 and LOT 2) SEC 15 BLK 4N RG 7W PL NWS721	24.38	\$28,118.67
(LOT 1 and LOT 2) SEC 15 BLK 4N RG 7W PL NWS1463	24.38	\$28,118.67
LOT 36 SEC 15 BLK 4N RG 7W PL NWP15447	24.38	\$28,118.67
LOT 46 SEC 15 BLK 4N RG 7W PL NWP15447	24.38	\$28,118.67
LOT 49 SEC 15 BLK 4N RG 7W PL NWP15447	24.38	\$28,118.67



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** April 16, 2019
From: Cecilia Achiam
General Manager, Community Safety **File:** 12-8275-02/2019-Vol 01
Re: Information on Kater Cabs Operated by Richmond Taxi

Staff Recommendation

That the staff report titled "Information on Kater Cabs Operated by Richmond Taxi", dated April 16, 2019, from the General Manager Community Safety, be received for information.

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

Att. 2

REPORT CONCURRENCE	
ROUTED To:	CONCURRENCE
Transportation	<input checked="" type="checkbox"/>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CJ
APPROVED BY CAO 	

Staff Report

Origin

Business Licence Bylaw No. 7360 specifies which businesses are licenced to operate taxicabs within the jurisdiction of the City of Richmond. Further regulations dealing with how taxicabs are to be operated is regulated by Vehicle for Hire Regulation Bylaw No. 6900.

Findings of Fact

Business Licence Bylaw No. 7360 permits the following companies to operate taxicabs in the City of Richmond:

- Garden City Cabs of Richmond Ltd.;
- Kimber Cabs Ltd; and
- Richmond Cabs Ltd.

Further regulations dealing with taxicabs in Richmond are covered under Vehicle for Hire Regulation Bylaw No. 6900. Contained in these bylaws are requirements that:

- Vehicles obtain approval from the Passenger Transportation Board (referred to in the bylaw as Motor Carrier Commission);
- Vehicles are inspected by a Licence Inspector;
- Vehicles must display permanent signage that displays the name of the company, a telephone number and prominently show the fleet number of the vehicle on the inside and outside of the vehicle;
- Drivers obtain a chauffeur's permit (which includes a check of criminal and driving offences);
- Drivers must not refuse fares;
- Each vehicle is associated to a Vehicle for Hire Business Office and must pay the fee specified for such office.

From time to time, the Passenger Transportation Board ("PTB") approves applications to increase the number of taxicabs licenced to operate in Richmond. Each of the three approved businesses are permitted to increase the number of taxicabs but new businesses wishing to undertake operations would require an amendment to Business Licence Bylaw No. 7360.

Analysis

Richmond Cabs Ltd. ("Richmond Cabs"), doing business as Richmond Taxi, has received approval from the PTB to add 16 additional vehicles (see Attachment 1). Seven of these vehicles will be wheelchair accessible and the other nine will be operated as Kater Cabs. These additional vehicles were approved by the PTB under their "Operational Policy: Modernizing Taxi Regulation, 2018" (full policy provided at Attachment 2). The purpose of this policy is to guide implementations of short term actions to modernize the taxi industry, namely:

- allow existing licensees a one-time opportunity to increase their number of taxi vehicles (plates) by up to 15% in the near future;
- give the industry the flexibility to lower fares below meter rates in off-peak hours for app-hailed taxi trips; and
- enable separate day and night vehicles for one plate.

Under this policy and the regulations of the PTB, taxi companies are permitted to operate vehicles under different brand names with different decals. All vehicles have the same operational requirements except that those operated as Kater Cabs will be available only through an app-based service.

Kater Cabs will be operated by Richmond Taxi, under their control and using the same drivers. Operating nine vehicles as Kater Cabs, under the licence for Richmond Cabs, complies with City bylaws and regulations. However, this type of operating model (a licensee operating vehicles with different identifying features and branding) is not specifically contemplated in City bylaws. With changes anticipated to ride sharing legislation at the Provincial level, staff recognize that this is an interim operating model and City bylaws will require updating once the Provincial regulations are changed.

Due to the upcoming changes, staff have informed Richmond Cabs that this model will be revisited in one year's time or sooner should new legislation be released at the Provincial level. This will give all parties time to assess this service and contemplate changes to legislation or City bylaws.

Financial Impact

None.

Conclusion

Richmond Cabs has received approval from the PTB to operate nine taxicabs under the brand name of Kater Cabs to offer app based ride hailing service. This model is compliant with City bylaws but will be reviewed in a year, or at such time as new legislation is introduced at the Provincial level.



Carli Williams, P.Eng.
Manager, Community Bylaws and Licencing
(604-276-4136)

- Att. 1: PTB Licence Approval for Richmond Cabs Ltd.
2: Operational Policy: Modernizing Taxi Regulation, 2018

Licence Application Decision

Taxi Modernization– Additional Vehicles

Application #	AV3227-18	Applicant	Richmond Cabs Ltd.
Trade Name	Richmond Taxi		
Principals	AYUB, Muhammad KANG, Bhupinder Singh SADHRA, Paramjeet Singh SANDHU, Harpal Singh	JANDA, Avtar Singh RANDHAWA, Nirbhai Singh SANDHU, Yadwinder Singh	
Address	2440 Shell Road, Richmond BC V6X 2P1		
Primary Areas of Operation	Richmond, YVR		
Current Licence	PT Licence # 70391 Special Authorization: Passenger Directed Vehicle Passenger.		
Publication of Application	November 9, 2018		
Deadline for Submissions	November 14, 2018		
Submitters (and representatives)	None		
Board Decision	The following are approved as set out in this decision: <ul style="list-style-type: none">• 16 additional vehicles, of which 7 are wheelchair accessible vehicles• 128 additional vehicles to be operated as single-shift paired vehicles		
Decision Date	November 23, 2018		
Panel Chair	Catharine Read		

I. Introduction

Richmond Cabs Ltd. dba Richmond Taxi is applying to add 17 additional vehicle to its fleet under the Passenger Transportation (PT) Board's [Operational Policy: Modernizing Taxi Regulation, 2018](#). This policy allows taxi licensees to submit an application to expand their fleet by up to 15%.

Richmond Taxi has a current fleet size of 112 taxis, of which 15 must be wheelchair accessible taxis.

II. Jurisdiction and Proceedings

This application is made under the *Passenger Transportation (PT) Act*. The PT Act regulates the licensing and operation of commercial passenger transportation vehicles in B.C. Under the PT Act, the PT Board makes decisions on applications for passenger directed vehicles, which include taxis.

Section 26 (2) of the Act requires the Board to publish the fact and nature of applications and section 27(3) requires the Board to consider the applications and any written submissions it receives as result of publication. Section 27(5) says that people who make submissions are not entitled to disclosure of further information, unless the Board orders otherwise.

III. Taxi Modernization

In October 2017, the Government of British Columbia hired taxi industry expert Dr. Dan Hara to consult with and help prepare the taxi industry for a made-in-B.C. solution to ride-sharing. The Passenger Transportation (PT) Board reviewed a near final draft of the report, [Modernizing Taxi Regulation](#), from Hara & Associates at its June 2018 Board meeting. The Board decided that it supported the report in general, subject to hearing from the taxi industry and affected stakeholders. The three short-term action items recommended by the report that fall under the PT Board's purview are:

- Allowing existing licensees a one-time opportunity to increase their number of taxi vehicles (plates) by up to 15% in the near term;
- Giving the industry the flexibility to lower fares below meter rates in off-peak hours for app-hailed taxi trips; and
- Increasing efficiencies at shift change through separate day and night vehicles.

In August and early September 2018, the PT Board met with 55 taxi licensees in 7 cities across the province, and obtained additional taxi industry input from 30 BC taxi licensees and 160 BC taxi drivers through online surveys. Further, the PT Board met with UBCM staff, the Disability Alliance of BC, the Council of Senior Citizen Organizations of BC, and some ridesharing companies.

On September 7, 2018, the PT Board approved the report [Taxi Modernization Short-Term Actions: Results of Consultations & Recommendations to the PT Board](#), (the PT Board Consultation Report) that outlines consultation findings and actions that the PT Board is taking in response to the Hara recommendations.

On September 17, 2018 the Board issued its [Operational Policy: Modernizing Taxi Regulation, 2018](#), which sets policy and process to guide implementation of short term actions to modernize the taxi industry recommended by the Hara Report. This Policy identifies how the taxi supply increase will be undertaken and policy associated with designating vehicles as single shift paired vehicles.

(a) Procedural Matters

I am conducting this proceeding by way of a written hearing.

(b) Background

The applicant submitted requisite forms, including:

- Company Summary;
- Signing Authority;
- Special Authorization Licence Application;
- Taxi Modernization Supply Increase Form;
- Municipal Notices;
- Disclosure of Unlawful Activity & Bankruptcy, for all company principals; and
- Declarations, for all company principals.

IV. Board Mandate

Section 28(1) of the *Passenger Transportation Act* says that the Board may approve the application, if the Board considers that:

-
- (a) there is a public need for the service the applicant proposed to provide under any special authorization;
 - (b) the applicant is a fit and proper person to provide that service and is capable of providing that service; and
 - (c) the application, if granted, would promote sound economic conditions in the passenger transportation business in British Columbia.

V. Submissions & Replies

There were no submissions to this application.

VI. Reasons for the Board's Decision

1. Public Need and Sound Economic Conditions in the Passenger Transportation Industry

The applicant relied on the PT Board Consultation Report to demonstrate public need.

In early 2018, the Select Standing Committee on Crown Corporations of the BC Legislature inquired into ridesharing in BC. It issued its [Report](#) in February 2018. The Committee members agreed that Transportation Network Companies (TNCs) should be permitted to operate in British Columbia within a provincial regulatory regime. Government has publicly stated that it intends to introduce legislation to allow the entrance of ridesharing to British Columbia in the Fall Session of 2018. This gives the Board confidence that the implementation of ridesharing is imminent.

The evidence on public need for the Board to grant a 15% increase in taxi vehicles (plates) includes:

- Industry consensus as documented in the PT Board Consultation Report. The near unanimous consensus expressed by BC taxi licensees in both meetings and surveys is evidence in itself. Individual taxi companies see the potential demand for additional taxis. The strong degree of consensus is indicative of a general need for additional taxis under current conditions with or without the introduction of TNCs. The need for additional taxis was also voiced by taxi drivers, Council of Senior Citizen Organizations of BC, Disability Alliance of Canada and TNC companies.

-
- Expansion of trip volumes in other cities and jurisdictions. In other cities, following the introduction of TNCs, the combined increase in passenger trips of taxis and TNC expands significantly. This quantitative evidence is demonstrated in the study entitled Modernizing Taxi Regulations by Hara and Associates.
 - Preservation of consumer choice. Taxi service and TNC service are different. The Hara Report noted that in other jurisdictions where TNCs are admitted, most taxi fleets remain in full operation, but are constrained by regulatory limits on fleet size. In combination with the significant anticipated increase in the volume of trips, preservation of consumer choice requires an expansion of available taxi service.

The applicant has a fleet size of 112 vehicles. It has applied for 17 additional taxis. This is not within the Board's Operational Policy on taxi modernization as rounding up of percentages is not permitted. Richmond Taxi is approved for 16 additional plates.

Currently 17% of taxis in the applicant's operating area are wheelchair accessible taxis. Richmond Taxi currently has 15% of its fleet designated as wheelchair accessible. To keep the distribution of wheelchair accessible taxis among companies equitable, 7 of the 16 additional vehicles approved under this policy are for wheelchair accessible taxis.

I am satisfied that there is a public need for this service and approval of the application will promote sound economic conditions in the passenger transportation industry in British Columbia.

Richmond Taxi is approved for 128 single shift paired vehicles to address shift change efficiencies as it operates in a congested area making shift change difficult.

2. Is the applicant a fit and proper person to provide that service and is the applicant capable of providing that service?

The Board looks at fitness in two parts:

- (i) is the applicant a "fit and proper person" to provide the proposed service; and
- (ii) is the applicant capable of providing that service?

Richmond Taxi is incorporated, in Active standing and has filed all required reports. The Disclosure of Unlawful Activity and Bankruptcy forms were completed to the satisfaction of

the Board. The Declarations form related to the Liquor Control and Licensing Act was completed.


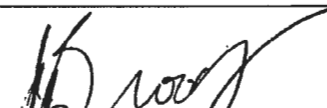
The company was issued a National Safety Certificate and has a Safety Rating of Unsatisfactory – Unaudited. There are no complaints or administrative penalties against the company. Upon request from the Board, the company provided a plan to address the deficiencies in its CVSE Carrier Safety Profile. The plan includes an Action Plan for drivers, hours of service, vehicles and their maintenance, along with Company Rules and Regulations related to safety.

With this in place, I find that the applicant is fit and proper and capable of providing this taxi service.

VII. Conclusion

For the reasons above, this application is approved for the addition of (a) 16 vehicles of which 7 must be wheelchair accessible, and (b) 128 single shift paired vehicles pursuant to terms and conditions set out in this decision.

I establish the activation requirements and the terms and conditions of licence that are attached to this decision as Appendices I and II. These form an integral part of the decision.

Signature of Panel Chair	
Date	November 23, 2018
Entered & Sealed by the Director	

Appendix I
Activation Requirements
Richmond Cabs Ltd.

<p>Approval of application may expire</p>	<ol style="list-style-type: none"> 1. Other than the single shift paired vehicles, the licensee must activate any additional conventional vehicles approved in this decision within 3 months of the date of this decision and any wheelchair accessible taxis within 6 months of the date of this decision. 2. Other than single shift paired vehicles, any additional vehicles that have not been activated within the timelines set out in 1 above are no longer approved and; <ol style="list-style-type: none"> a. the base maximum fleet size of the licensee is reduced accordingly; and b. the total maximum fleet size of the licensee is reduced to a number that is double the base maximum fleet size. 3. The Passenger Transportation Board may vary the requirements set out in 1 above, pursuant to section 12 of the Board's Operational Policy: Modernizing Taxi Regulation, 2018. <p><i>Note: "activate" means that the applicant has submitted the documents required to obtain a Special Authorization Vehicle Identifier to the Registrar of Passenger Transportation.</i></p>
<p>Notice to Registrar</p>	<p>The Registrar must not, without direction from the Board, issue the applicant any additional special authorization vehicle identifiers if the applicant has not activated the vehicles pursuant to section 1 above.</p> <p><i>Note: "activate" means that the applicant has submitted the documents required to obtain a Special Authorization Vehicle Identifier to the Registrar of Passenger Transportation.</i></p>

NOV 23 2018



Appendix II

Terms and Conditions of Licence

Richmond Cabs Ltd.

Special Authorization PASSENGER DIRECTED VEHICLE (PDV) Terms & Conditions	
Vehicles	
Maximum Fleet Size	<p>Base Maximum Fleet Size:</p> <ol style="list-style-type: none">1 <u>At any time</u>: 126 vehicles of which 104 may be conventional taxis. All other vehicles are accessible taxis.2 <u>YVR Contract</u>:<ol style="list-style-type: none">a. The licensee may operate an additional 2 conventional taxis if the Vancouver Airport Authority (VAA) has approved airport licences for 71 or more vehicles in fleet of the licensee.b. When making application for renewal of its licence, Richmond Cabs Ltd. must submit a letter to the Registrar of Passenger Transportation from Ground Transportation, Vancouver Airport Authority, stating that its contract with Richmond Cabs Ltd. remains in good standing.c. The letter referred to in (a) must confirm the number of airport licences approved for Richmond Cabs Ltd.d. If the number of airport licences is 71 or less, the licensee must return 2 identifiers for conventional taxis to the Registrar. <p>Maximum Fleet Size With Single Shift Paired Vehicles:</p> <ol style="list-style-type: none">3 Up to 254 vehicles (128 pairs) may be designated as single shift paired vehicles in which case the maximum fleet size may increase up to 254 vehicles.
Vehicle Capacity	Vehicles can accommodate a driver and not less than 2 and not more than 7 passengers.
Single Shift Paired Vehicles	<ol style="list-style-type: none">1. Vehicles may be operated as single shift paired vehicles as long as the:<ol style="list-style-type: none">a. single-shift paired vehicles are marked in a manner that complies with applicable vehicle identification rules, specifications and orders of the Passenger Transportation Board;b. single-shift paired vehicles that are accessible are paired with another accessible vehicle; andc. licensee keeps an accurate, up-to-date written or digital record of (i) all vehicles that are designated, and (ii) the shift start time and shift end time of each single-shift paired vehicle.

NOV 23 2018

	2. No two vehicles that are operated as a pair of single-shift paired vehicles may be on the road at the same time unless one of the vehicles is completing a trip that began near the scheduled end of the shift for that vehicle.
Specialty Vehicles	The accessible taxis must be operated in accordance with the <i>Motor Vehicle Act Regulations</i> including Division 10 (motor carriers) and Division 44 (mobility aid accessible taxi standards), as amended from time to time, and in accordance with any other applicable equipment regulations and standards.
Flip Seat Authorization	Accessible taxis may be equipped with flips seats that are installed in accordance with Division 10.07(5) of the <i>Motor Vehicle Act Regulations</i> .
Service Priority Limitation	Persons with mobility aids who require the accessible taxi for transportation purposes are priority clients for the dispatch of accessible taxis. The licensee must at all times use a dispatch and reservation system that dispatches accessible taxis on a priority basis to clients who have a need for accessible vehicles.
Minimum Operating Requirement	Licensees must ensure that accessible taxi service is available to passengers throughout a 24 hour day in a reasonable manner and that accessible taxi availability is, at a minimum, proportionate to conventional taxi availability.
Service 1 The following terms and conditions apply to Service 1	
Originating Area	Transportation of passengers may only originate from any point in the City of Richmond, including the Vancouver International Airport.
Destination Area	Transportation of passengers may terminate at any point in British Columbia.
Return Trips	The same passengers may only be returned from where their trip terminates in the destination area to the City of Richmond, excluding the Vancouver International Airport, if the return trip is arranged by the time the originating trip terminates.
Reverse Trips	Transportation of passengers may only originate in the destination area if the transportation terminates in the City of Richmond, excluding the Vancouver International Airport, and the cost of the trip is billed to an active account held by the licence holder that was established before the trip was arranged.
Service Limitation	A minimum of 2 accessible taxis must be operated and available for hire 24 hours each day every day of the week.

NOV 23 2018



<p style="text-align: center;">Service 2</p> <p style="text-align: center;">The following terms and conditions apply to Service 2</p>	
Originating Area	Transportation of passengers may only originate from any point in the City of Richmond including the Vancouver International Airport.
Destination Area	Transportation of passengers may terminate at any point beyond the British Columbia/United States border when engaged in an extra-provincial undertaking.
<p style="text-align: center;">Other</p> <p style="text-align: center;">The following terms and conditions apply to all vehicles</p>	
Taxi Cameras	Taxi camera equipment may only be installed and operated in vehicles when the licensee is in compliance with applicable taxi camera rules, standards and orders of the Passenger Transportation Board.
Taxi Bill of Rights	<ul style="list-style-type: none"> a. A Taxi Bill of Rights issued by the Ministry of Transportation ("Taxi Bill of Rights") must be affixed to an interior rear-seat, side window of each taxicab operated under the licence. b. The Taxi Bill of Rights must at all times be displayed in an upright position with the complete text intact and visible to passengers. c. Licensees may only display a current Taxi Bill of Rights.
Eco-Friendly Taxis	Any additional non-accessible vehicles approved for this licence on or after June 11, 2007 and for which a passenger transportation identifier is issued, must be operated as 'eco-friendly taxis' as defined by Board Policy Guidelines in effect at the time the vehicle is issued a passenger transportation identifier.
Express Authorizations	<ul style="list-style-type: none"> (i) Vehicles must be equipped with a meter that calculates fares on a time and distance basis. (ii) Vehicles may be equipped with a top light. (iii) The operator of the vehicle may, from within the originating areas only, pick up passengers who hail or flag the motor vehicle from the street.
Taxi Identification Code	Each vehicle operated by the licensee must have a unique taxi identification code (TIC) affixed to the inside and outside of the vehicles in a manner that complies with applicable rules, specifications and orders of the Passenger Transportation Board.
Transfer of a licence	This special authorization may not be assigned or transferred except with the approval of the Board pursuant to section 30 of the Passenger Transportation Act.

NOV 23 2010





Operational Policy:

Modernizing Taxi Regulation, 2018

Purpose:

To set the policy and process to guide implementation of short term actions to modernize the taxi industry recommended by the Hara Report, namely,

- allow existing licensees a one-time opportunity to increase their number of taxi vehicles (plates) by up to 15% in the near future;
- give the industry the flexibility to lower fares before meter rates in off-peak hours for app-hailed taxi trips; and
- enable separate day and night vehicles for one plate.

Legislation:

The Passenger Transportation Act (PTA) regulates the supply of taxis. The Board may approve an application for additional taxis if it considers that:

- There is a public need for the service;
- The applicant is a fit and proper person and capable of providing the service; and
- The application would promote sound economic conditions in the passenger transportation business in the province

Under the PTA, the Board may approve rates charged by a licensee operating passenger directed vehicles.

Context:

The British Columbia government has announced that it will introduce legislation in the fall session of 2018 to modernize taxi regulation and make way for the introduction of Transportation Network Companies (TNCs). As part of the background work, the Minister of Transportation and Infrastructure (MOTI) commissioned a study entitled *Modernizing Taxi Regulation* by Hara and Associates. The report included three recommendations for short term action by the Board. In June 2018, the Board approved the three actions in principle subject to consultation with stakeholders. The consultation results are in a report called *Taxi Modernization: Short-term Actions, Results of Consultation & Recommendations* to the PT Board. These results form the basis for the operational policy below.

Given the context and circumstances of the short-term actions, the PT Board will not require applicants to submit detailed operational data and public need indicators with their applications.

Policy:

1. This policy applies to licensees
 - (a) whose licence
 - i. contains a Special Authorization: Passenger Directed Vehicle
 - ii. contains express authorization to allow an operator to pick up passengers who hail or flag the motor vehicle from the street; and
 - (b) who were approved by the PT Board to operate on or before July 19, 2018.
2. In calculating the 15%, the Board will use the maximum fleet size stated on a licence as of July 19, 2018.
3. Any licensee whose licence as of July 19, 2018 authorized a maximum fleet size of 14 or more vehicles may apply to increase its fleet size by up to 15%.
4. Any licensee whose licence, as of July 19, 2018, authorized a maximum fleet size of between 4 and 13 vehicles may apply to increase its fleet size by one vehicle.
5. Any licensee whose licence, as of July 19, 2018, authorized a maximum fleet size of 3 vehicles or less may affiliate with one or more licensees and submit a joint application to receive additional vehicles pursuant to paragraphs 3 and 4 above, as long as:
 - a. The total number of vehicles that all licensees affiliating in the application are currently licensed to operate is 3 vehicles or less;
 - b. All licensees affiliating have the same originating area on their individual licences;
 - c. All licensees will declare
 - i. on whose licence the additional taxis will be assigned, or
 - ii. the name of the new legal entity under which the taxis will operate; and
 - d. The applicant demonstrates to the satisfaction of the Board that granting the request will not result in an increase in taxis of more than 15% plus one in the relevant operating area.
6. Notwithstanding paragraph 5 above, if the licensee affiliates operate under a common dispatch service and trade name, the maximum number of additional vehicles that may be approved will not exceed 15 % of the total vehicles operating under the common dispatch or trade name, unless the Board orders otherwise.
7. Any licensee:
 - (a) operating as the only taxi service in a community with a population of less than 2,000 people,

- (b) whose licence as of July 19, 2018, authorized a maximum fleet size of three vehicles or less, and
 - (c) whose licence has an originating area breadth of 25 kilometres or moremay apply to increase its maximum fleet size by one vehicle.
- 8. Applicants must declare the principal dispatch company and brand used by each licensed vehicle at present and, if different, on July 19, 2018.
- 9. Percentages will not be rounded up.
- 10. The Board, at its sole discretion, may require one or more vehicles approved under this policy to be a wheelchair accessible taxi. The Board will consider:
 - a. Opportunities to expand the number of accessible taxis in areas with a low percentage of taxis relative to the need for these vehicles; and
 - b. Opportunities to more equitably distribute the percentage of accessible taxis among companies in an operating area.
- 11. All non-wheelchair accessible taxis must be activated within 3 months and all wheelchair accessible taxis must be activated within 6 months, unless otherwise ordered by the Board.
- 12. Licensees must request any extension:
 - (a) prior to the end of the activation period specified in paragraph 11, and
 - (b) must demonstrate to the Board's satisfaction what factors are obstacles to plate activation.
- 13. All applications for additional vehicles under this policy must be submitted to the [Passenger Transportation Branch](#), using this streamlined package, by October 19, 2018. After October 19, 2018, application processes and requirements stated in the PT Board's [taxi application guides](#) apply.
- 14. Notwithstanding section 13, the Board may accept a late application if delays beyond the applicant's control occurred.
- 15. The PT Board may consider together applications received from licensees serving in the same or similar geographic areas.
- 16. Licensees will have the flexibility to lower fares below meter rates in off-peak hours for app-hailed trips as of September 1, 2019.
- 17. The Board will permit licensees to increase their maximum fleet size to designate vehicles as

single shift paired vehicles. Single shift paired vehicles are two vehicles pairing together for the purpose of operating separate shifts, rather than one vehicle covering 2 shifts.

18. Licensees must keep a written or digital record of

- (a) The two vehicles that are paired; and
- (b) The start and end times of all single shift paired vehicles.

19. Unless the driver is completing a trip that started before the end of a specified shift, single shift paired vehicles may not be on the road at the same time.

20. For identification and enforcement purposes, single shift paired vehicles are required to have a specified "identification code" on their vehicles pursuant to Board rules.

Effective Date: September 17, 2018