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## Public Works & Transportation Committee

Anderson Room, City Hall  
6911 No. 3 Road

Thursday, May 24, 2012  
4:00 p.m.

Pg. #      ITEM

### MINUTES

**PWT-7**      *Motion to adopt the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, April 18, 2012.*



### NEXT COMMITTEE MEETING DATE

Wednesday, June 20, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

### ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **ELECTRIC VEHICLE – COMMUNITY CHARGING  
INFRASTRUCTURE GRANT FUNDING OPPORTUNITY**  
(File Ref. No. 10-6000-01) (REDMS No. 3514789)

**PWT-15**

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See Page **PWT-15** for full report

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*Designated Speaker: Suzanne Bycraft*

### STAFF RECOMMENDATION

*That an application for a community electric vehicle charging plan and infrastructure grant be submitted to the Fraser Basin Council upon announcement of the availability of provincial funding for this work.*



2.      **REPORT 2011: RECYCLING AND SOLID WASTE MANAGEMENT - TOGETHER WE'RE MAKING CHANGE HAPPEN**  
(File Ref. No. 10-6370-01) (REDMS No. 3519135 v.3)

**PWT-21**

See Page **PWT-21** for full report

*Designated Speaker: Suzanne Bycraft*

**STAFF RECOMMENDATION**

*That the “2011 Recycling and Solid Waste Management – Together We're Making Change Happen” annual report be endorsed and made available to the community through the City’s website and other communication medium.*



3.      **GREEN CART PILOT PROGRAM RESULTS**  
(File Ref. No. 10-6370-10-05) (REDMS No. 3521669 v.3)

**PWT-83**

See Page **PWT-83** for full report

*Designated Speaker: Suzanne Bycraft*

**STAFF RECOMMENDATION**

- (1)      *That based on the successful results of the Green Cart Pilot Program, staff report back on costs and options for an expanded cart-based collection program for a food scraps and organics recycling program for all townhome units in conjunction with introduction of a similar program for residents in single-family homes; and*
- (2)      *That the Green Cart Pilot program be continued pending a determination by Council on actions relating to a permanent food scraps/organics recycling program for townhomes.*



4.      **2012 FLOOD PROTECTION GRANT PROGRAM**  
(File Ref. No. 10-6045-01) (REDMS No. 3513301 v.4)

**PWT-99**

See Page **PWT-99** for full report

*Designated Speaker: Jim Young*

## STAFF RECOMMENDATION

- (1) *That the Chief Administrative Officer and General Manager Engineering and Public Works be authorized to negotiate and execute the cost share agreements for the Williams Road Drainage Pump Station and the No. 1 Road North Drainage Pump Station which were approved for funding by the Province as part of the 2010 Provincial Flood Protection Program;*
- (2) *That the following projects be endorsed for submission to the 2012 Provincial Flood Protection Grant Program:*
  - (a) *McCallan Drainage Pump Station Upgrade;*
  - (b) *No. 2 Road Drainage Pump Station Upgrade;*
  - (c) *Dike Upgrade and Raise, McCallan Road to No. 2 Road;*
  - (d) *South Dike Seismic Upgrade No. 4 Road to Shell Right of Way;*
  - (e) *Dike Upgrade at Nelson Road Drainage Pump Station;*
  - (f) *South Dike Upgrade Erosion Control Rip-Rap Replacement and Raise, No. 7 Road to ±1000 metres west;*
  - (g) *Dike Upgrade and Raise from Hollybridge Street to approximately 50 metres east of Dinsmore Bridge;*
- (3) *That should any of the above submissions be successful, the Chief Administrative Officer and General Manager Engineering and Public Works be authorized to negotiate and execute the cost share agreements with the Province.*

5. **PERMITS FOR CITY PUMP STATIONS**

(File Ref. No. 10-6340-01) (REDMS No. 3519553)

**PWT-105**See Page **PWT-105** for full report*Designated Speaker: Milton Chan*

## STAFF RECOMMENDATION

*That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to sign Vancouver Fraser Port Authority (Port Metro Vancouver) Permits in the format shown in Attachment 1 as needed for the construction and operation of current and future City pump stations.*



## PLANNING AND DEVELOPMENT DEPARTMENT

6. **ICBC/CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM – PROPOSED PROJECTS FOR 2012**

(File Ref. No. 01-0150-20-ICBC1-01) (REDMS No. 3481661)

PWT-111

See Page **PWT-111** for full report

*Designated Speaker: Victor Wei*

### STAFF RECOMMENDATION

- (1) *That the list of proposed road safety improvement projects, as described in the report, be endorsed for submission to the ICBC 2012 Road Improvement Program for consideration of cost sharing 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 the 2012 Capital Plan and 5-Year (2012-2016) Financial Plan be amended accordingly.*



7. **PROPOSED PARKING STRATEGY FOR STEVESTON VILLAGE**

(File Ref. No. 10-6455-01) (REDMS No. 3501979 v.5)

PWT-115

See Page **PWT-115** for full report

*Designated Speaker: Victor Wei*

### STAFF RECOMMENDATION

- (1) *That Option 1 to retain free public parking on City-managed parking spaces in the Steveston Village area, as described in the report, be endorsed as a trial strategy and that staff report back on its effectiveness after the trial period in Fall 2012;*
- (2) *That Council send a letter to the Steveston Harbour Authority (SHA) and the Steveston Merchants Association expressing its support of the two parties working together to facilitate employee parking in the SHA lot on Chatham Street on a temporary basis from June 11 to September 30, 2012, as generally proposed in Attachment 2;*
- (3) *That staff be directed to negotiate the renewal of the City's licence of occupancy for 3771 Bayview Street with the Steveston Harbour Authority and report back on the outcome of these discussions as soon as possible;*



- (4)    *That, as described in the report, staff be directed to:*
  - (a)    *develop short- and long-term streetscape visions for Bayview Street and Chatham Street and report back by the end of 2012; and*
  - (b)    *undertake the supplementary improvements to support other travel modes.*

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8.    **MANAGER’S REPORT**

**ADJOURNMENT**

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## Public Works & Transportation Committee

Date: Wednesday, April 18, 2012

Place: Anderson Room  
Richmond City Hall

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

Absent: Councillor Linda Barnes  
Councillor Harold Steves

Call to Order: The Acting 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, March 21, 2012, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Thursday, May 24, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

## Public Works & Transportation Committee

Wednesday, April 18, 2012

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### ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **BC HYDRO 20 YEAR WORK PROGRAM IN THE CITY OF RICHMOND**

(File Ref. No. 10-6060-01) (REDMS No. 3502343)

It was moved and seconded

*That staff report back on BC Hydro activity and progress toward a common voltage for Lulu Island on an annual basis.*

The question on the motion was not called.

In reply to queries from Committee, Lloyd Bie, Manager, Engineering Planning, advised that (i) extensive upgrading of BC Hydro's infrastructure will impact Richmond neighbourhoods; (ii) staff anticipate typical construction impacts such as traffic and electrical service disruptions; and (iii) there is no cost to the City associated with BC Hydro's infrastructure upgrades.

Discussion ensued and John Irving, Director, Engineering, advised that as the City further develops, there may be more opportunities to utilize underground electrical service versus existing overhead electrical service.

The question on the motion was then called and it was **CARRIED**.

2. **GILBERT TRUNK SEWER UPDATE**

(File Ref. No. 10-6060-03-01) (REDMS No. 3501874)

In reply to a query from Committee, Colin Meldrum, Senior Project Engineer, Metro Vancouver, advised that the Ministry of Transportation and Infrastructure expressed a preference for Sea Island Way as opposed to Bridgeport Road for the Gilbert Trunk Sewer alignment as they believe this route would have less impacts on traffic.

Vanessa Langan, Consultation and Community Relations Coordinator, Metro Vancouver, commented on Metro Vancouver's community relations strategy and stated that high impact stakeholders include residents and businesses that will be affected by the project.

It was moved and seconded

*That the updated alignment for the Gilbert Trunk Sewer upgrade as identified in the staff report titled "Gilbert Trunk Sewer Update" dated April 3, 2012 from the Director, Engineering, be endorsed.*

The question on the motion was not called.

In reply to a query from Committee, Mr. Meldrum stated that the existing Gilbert Trunk Sewer will be rehabilitated and put into service again. The sewer is approximately 41 years old.

The question on the motion was then called and it was **CARRIED**.

## Public Works & Transportation Committee

Wednesday, April 18, 2012

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3. **EAST RICHMOND IRRIGATION AND DRAINAGE UPDATE**

(File Ref. No. 10-6060-04-01) (REDMS No. 3490862)

It was moved and seconded

*That the staff report titled "East Richmond Irrigation and Drainage Update" dated April 3, 2012 from the Director, Engineering, be received for information.*

The question on the motion was not called.

In reply to a query from Committee, Mr. Bie stated that staff anticipate conducting a new study in 2012 and that its findings could be brought to a future Public Works and Transportation Committee meeting.

The question on the motion was then called and it was **CARRIED**.

4. **ALEXANDRA DISTRICT ENERGY UTILITY BYLAW NO 8641  
AMENDMENT BYLAW NO 8892**

(File Ref. No. 12-8060-20-8892) (REDMS No. 3499575 v.7)

It was moved and seconded

*That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 8892 be introduced and given first, second and third reading.*

The question on the motion was not called.

In reply to queries from Committee, Mr. Irving stated that (i) there is no late comerfee as the Alexandra District Energy Utility (ADEU) infrastructure is paid for by the utility, and (ii) staff will report back in Spring 2012 with recommendations related to governance models and financing options for the ADEU.

The question on the motion was then called and it was **CARRIED**.

## COMMUNITY SERVICES DEPARTMENT

5. **CITY OF RICHMOND – "TAP WATER FIRST" INITIATIVE  
UPDATE**

(File Ref. No. 01-0370-01) (REDMS No. 3503400 V.3)

It was moved and seconded

*That the staff report titled "City Of Richmond – 'Tap Water First' Initiative Update" dated April 3, 2012 from the Interim Director, Sustainability and District Energy, be received for information.*

**CARRIED**

**Public Works & Transportation Committee**  
**Wednesday, April 18, 2012**

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**6. CONTINUATION OF ENHANCED PESTICIDE MANAGEMENT PROGRAM**

(File Ref. No. 10-6125-04-01) (REDMS No. 3510579 v.4)

In reply to queries from Committee, Cecilia Achiam, Interim Director, Sustainability and District Energy, provided the following information:

- a cosmetic pesticide is one that is used for non-essential control of pests in lawns and gardens on residential properties and City-owned lands;
- staff anticipate that the recommendations of the Special Committee on Cosmetic Pesticide be brought forward to the Legislative Assembly in the near future;
- staff are continuing to work with local businesses such as landscapers and nurseries to educate them on the Pesticide Use Control Bylaw;
- staff conduct workshops on natural gardening and lawn care in an effort to further promote the Program; and
- staff have assisted Community Bylaws with complaints and conducted on-site visits to educate residents on alternatives to traditional pesticides.

It was moved and seconded

- (1) *That the Enhanced Pesticide Management Program as described in the staff report titled "Enhanced Pesticide Management Program Review", dated February 8, 2011 (Attachment 1), including the TFT Environmental Coordinator, be approved to continue on a temporary basis until the province takes action on the use of pesticides for cosmetic purposes; and*
- (2) *That staff report back when the provincial Special Committee on Cosmetic Pesticides recommendations are made public.*

**CARRIED**

**PARKS AND RECREATION DEPARTMENT**

**7. MOORAGE FOR CANADIAN COAST GUARD AUXILIARY STATION 10**

(File Ref. No. ) (REDMS No. 3496651)

In reply to a query from Committee, Serena Lusk, Manager, Parks Programs, advised that the Britannia Heritage Shipyard Society, Canadian Coast Guard Auxiliary (Station 10), and the Scotch Pond Heritage Cooperative are pleased with the proposed recommendations.

In reply to queries from the Acting Chair, Rob Hayman, Station 10 Leader, advised that Station 10 has approximately 35 members and fundraising is their primary source of revenue.

## Public Works & Transportation Committee

Wednesday, April 18, 2012

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It was moved and seconded

*That:*

- (1) *Britannia Heritage Shipyard, as detailed in the staff report, "Moorage for Canadian Coast Guard Auxiliary Station 10," from the Senior Manager, Parks, be approved as the location for the Canadian Coast Guard Auxiliary Pacific Region – Station 10 to moor its boathouse and operate its services; and*
- (2) *staff be authorized to take all necessary steps to complete an agreement with the Canadian Coast Guard Auxiliary – Station 10 to moor its boathouse and operate its services at Britannia Heritage Shipyards, as outlined in the report, "Moorage for Canadian Coast Guard Auxiliary – Station 10," from the General Manager, Parks and Recreation including authorizing the Chief Administrative Officer and the General Manager, Parks and Recreation to negotiate and execute all documentation required to effect the transaction.*

**CARRIED**

### 8. **MANAGER'S REPORT**

#### *(i) Update on Fraser River Freshet*

Tom Stewart, Director, Public Works Operations, distributed a graph titled 'Historical Snow Pack-Fraser' (attached to and forming part of these Minutes as Schedule 1). Mr. Stewart reviewed the graph's findings and stated that staff do not anticipate any problems for Richmond related to the Fraser River freshet.

#### *(ii) 2012 Capital Projects Open House*

Mr. Ivring spoke of the April 4, 2012 Capital Projects Open House, highlighting that it was very successful.

#### *(iii) Bus Re-Routing Changes at Richmond-Brighthouse Station*

Victor Wei, Director, Transportation, referenced a memorandum dated April 16, 2012 titled 'Upcoming Bus Re-Routing Changes at Richmond-Brighthouse Station' (copy on file, City Clerk's Office) and provided background information.

Also, Mr. Wei commented on the recent articles regarding the TransLink funding shortage for fare gates at the Broadway and Commercial SkyTrain stations. Mr. Wei advised that the Canada Line is not affected by this funding shortfall and it is anticipated that Richmond's Canada Line stations be fully equipped with fare gates/turnstiles on schedule.

## Public Works & Transportation Committee

Wednesday, April 18, 2012

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### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:30 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, April 18, 2012.

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Councillor Chak Au  
Acting Chair

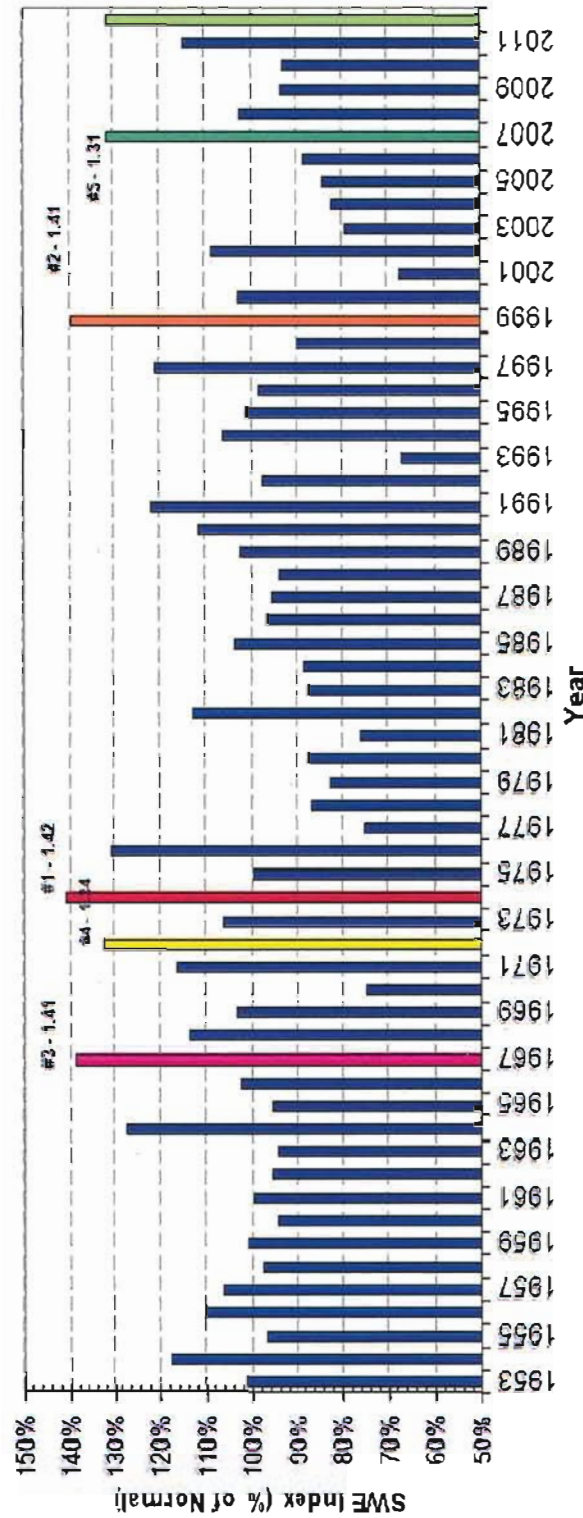
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Hanieh Berg  
Committee Clerk



# Historical Snow Pack-Fraser

Fraser River Basin - April 1st Snow Water Equivalent Index



- 5<sup>th</sup> ranked highest snow pack since 1953 (~1 in 12 year)





# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** April 24, 2012

**From:** Tom Stewart, ASCT.  
Director, Public Works Operations

**File:** 10-6000-01/2012-Vol  
01

**Re:** Electric Vehicle - Community Charging Infrastructure Grant Funding Opportunity

### Staff Recommendation

That an application for a community electric vehicle charging plan and infrastructure grant be submitted to the Fraser Basin Council upon announcement of the availability of provincial funding for this work.

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

FOR ORIGINATING DEPARTMENT USE ONLY					
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>		<b>CONCURRENCE OF GENERAL MANAGER</b>		
Sustainability	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>			
Transportation	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>			
Parks and Recreation	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>			
Facilities Services	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>			
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

## Staff Report

### Origin

The BC Government has established a \$17 million funding program to promote clean-energy vehicles, infrastructure, home charging stations and the BC SCRAP-IT Society. A component of this funding program is a point-of-sale incentive program, which provides up to a \$5,000 rebate on qualifying new battery electric vehicles. To date, the City has received \$15,000 in rebates through this program related to the purchase of three electric vehicles (Chevrolet Volts). The program also provides for rebates of up to \$500 to homeowners who install dedicated charging stations in their homes.

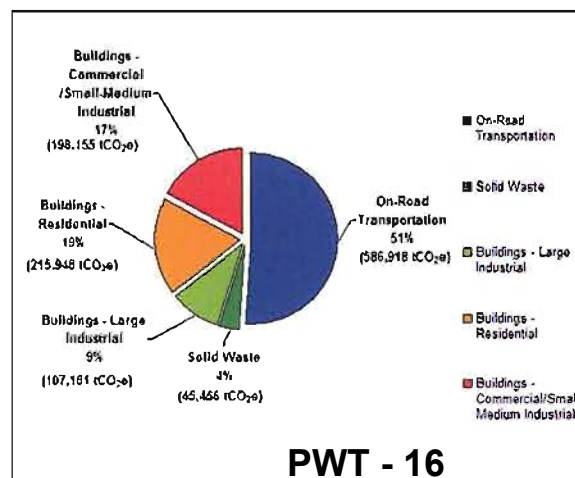
As part of the overall program, the Province recently announced a \$6.28 million funding initiative, expected in the next month, to support planning and installation of community-wide electric vehicle charging stations. The objective is to achieve 570 level two publicly-accessible charging stations throughout the province, approximately one-half of which are anticipated to be in the Metro Vancouver and Southern Vancouver Island regions -- with an allocation of approximately \$2.74 million. This portion of the funding will be managed by the Fraser Basin Council and staff have been advised that the timeline for submissions will be limited. In preparation for the funding call, this report presents a project to undertake planning for community-wide charging infrastructure, as well as installation of some initial community charging infrastructure points in Richmond. Further, the report seeks approval to apply to the infrastructure-charging fund when the funding call is announced.

### Analysis

#### Background

Funding incentives are expected to result in 10,000 - 20,000 electric vehicles in Metro Vancouver by 2020. This would reduce greenhouse gas emissions (ghg) by an estimated 35,000 tonnes by 2020, increasing to 111,000 tonnes by 2030 (.66% - 2%) as adoption of electric vehicles increases. Growth in the electric vehicle market to 130,000 vehicles by 2030 would reduce ghg emissions by 6.5%. Personal transportation accounts for 14% of ghg emissions in the province, where in the average BC household, almost half (45.3%) of emissions come from personal cars and trucks. In Richmond, transportation accounts for approximately 50% of the community's ghg emissions (according to 2007 data):

**Community GHG Emissions 2007**



Currently, the price of an electric vehicle is approximately double that of a standard gasoline engine vehicle. When electricity and fuel costs are considered, an electric vehicle is approximately \$7,400 more expensive than a gasoline vehicle over a standard eight year service life. Therefore, the provincial incentive program is key to encouraging growth in electric vehicle uptake. As electric vehicle battery technology improves and the price of the battery reduces, electric vehicles will compete much more favourably.

A principal disincentive to electric vehicles is driver concern about running out of charge due to a lack of accessible charging infrastructure within their traveling range or while 'on the go'. This is commonly referred to as "range anxiety". It is expected that 80% of charging will occur at home, 18% at work and 2% while 'on the go'. Despite most charging being expected to happen at home, it will be crucial to provide access to charging infrastructure in a variety of locations to foster growth in the electric vehicle market. This is because ready access to charging points will ease driver "range anxiety" issues and encourage electric vehicles to be used for all vehicle trips. Locations such as office, retail parking lots, public spaces, park 'n rides, and commercial businesses are among the charging locations targeted by the upcoming provincial infrastructure funding program.

There are three levels of charging infrastructure. The cost and charge times are shown below. Level 2 charging infrastructure is being targeted in the upcoming funding initiative for local governments and businesses/institutions. In tandem, the province is developing a plan and implementation strategy for thirty Level 3 fast charge stations throughout the province.

	<u><i>Cost Range</i></u>	<u><i>Time to Full Charge</i></u>
• Level 1:	\$1,000 or less	12 - 20 hours
• Level 2:	\$2,000 - \$10,000	4 - 6 hours
• Level 3:	\$60,000 - \$100,000	under 30 minutes

In order to maximize the funding opportunity to the City associated with planning and installation of charging infrastructure, it is suggested that the City's grant application address both local planning and infrastructure installation, as discussed below. Staff's understanding is that funding of up to \$4,000 per charge point may be provided, or up to 75% of capital and installation costs. Greater clarity on the details of funding eligibility is expected when the funding call is announced.

### ***Community Wide Charging Infrastructure Plan***

The charging infrastructure plan would identify the broader strategy and contextual overview of potential charging infrastructure throughout Richmond. Issues such as suggested charging stations and number of charge points per station throughout the City including office, retail, public spaces, commercial and others would be part of this plan. This could include partnerships or other support to encourage installation of charging infrastructure at key businesses. The plan would be developed by retaining a consultant who would work with an inter-departmental staff team.

There are a number of best practices and considerations which would be addressed within the plan:

- To provide a greater level of confidence to electric vehicle commuters, the general best practice of 1 charge point per every 5 km of major road network is suggested.
- Locating charging infrastructure at signature sites, high pedestrian traffic areas and at locations highly visible from major roads is recommended for effective marketing and charging. Optimizing business locations and park and rides is another consideration. Key criteria relating to population density, destinations (employment, retail, community service centres), visibility and range (even distribution, major corridors), etc. are all issues which will be addressed.
- Security issues – including measures to prevent potential wire theft, vandalism, or other damage to charging infrastructure.
- Charging capacity. While the provincial funding grant targets Level 2 charging stations for communities, the plan would also address whether a fast-charge station (Level 3) might be appropriate at certain locations, i.e. City Centre, No. 5 Road/Steveston area, etc. Staff note that while the costs for Level 3 charging stations are notably high at this time, they are expected to reduce substantially or by as much as one-half. By planning early, the City can be prepared for any potential Level 3 stations once the price point makes this a cost-effective installation.
- Fees and incentives associated with charging services. There are legal limitations on the resale of electricity. As such, another category of fee would need to be identified (i.e. a parking fee) should the City wish to consider cost recovery. Alternatively, no fees could be applied. The City could also look to provide incentives (i.e. preferred parking). As part of this, it may be necessary to establish maximum time limits to allow greater access to the charge points. These issues would all be explored as part of the planning work. For example, as part of ensuring security of the charging infrastructure, it may involve collection of a deposit to allow access to the charging unit, which is immediately refunded once the plug and associated equipment is securely restored.

In addition to the issues identified above, the plan would also include practical installation guidelines and templates to provide for efficient installation of charging infrastructure. Potential business and funding models for installation would also be identified.

Information from this planning work could be incorporated into the City's broader mobility objectives per the City's sustainability framework and green fleet management strategy (e.g., targets could be set for both civic and community-wide electrical vehicle charging stations).

### ***Regional Infrastructure Charging Network Planning***

In addition to the planning work outlined in the previous section, Metro Vancouver has also canvassed municipal interest in a funding application to undertake regional planning work including mapping, education, detailed costing and other related planning activities which would

complement and support the Richmond-specific planning work outlined above. Richmond staff have advised Metro Vancouver of our interest in participating in the proposed regional planning work since it would service to complement our local planning efforts (regional mapping, shared educational resources, technical support to businesses, etc.).

### *Initial Community Charging Infrastructure Points*

In order to kick-start installation of Level 2 charge points at key areas throughout the City, it is suggested that staff begin project planning for the installation of four charging locations at key City facilities, including potentially:

- City Hall or City Hall Precinct
- Steveston Community Centre and/or Garry Point
- Hamilton or Cambie Community Centre
- Thompson Community Centre

As part of this, staff would ensure consultation and involvement with community association and/or School District staff.

By fast tracking work on these Level 2 charge points, staff would be in a ready position to apply for funding and have key details such as specific installation locations, number of charge points per station and preliminary security features scoped out. These locations could also serve as pilots to work through any challenges and help to gauge uptake/demand. Installation of these Level 2 charge points could also serve as showcase initiatives, demonstrating City Council's leadership role in helping to promote community use of low emission vehicles and as part of meeting Council's community ghg emission reduction targets (e.g. 33% reduction from 2007 levels by 2020 and 80% reduction by 2050).

In addition to the proposed project to install charge points at City facilities, it should be noted that the provision of electric vehicle charging stations is also actively being incorporated into development requirements as one of the Transportation Demand (TDM) measures. Over the last few years, several major developments have committed to equipping 10%-30% of the on-site parking spaces with 120V (Level 1) and 240V (Level 2) electric service for vehicle plug-ins with conduits, circuit breakers, wiring (actual outlets to be provided later by strata owners) which will result in a total of 660 parking stalls capable of being retrofitted readily as individual charging stations. As part of the OCP update, it is expected that the provision of electric vehicle stations would be included as a new OCP policy so that electric vehicle stations would be incorporated as part of standard requirements in all future major developments.

### **Funding Plan**

The estimated cost of the infrastructure plan and installation project is \$90,000. An additional level funding submission for this amount will be submitted for Council's consideration as part of 2011 surplus allocation. If the City is successful in obtaining provincial funding associated with



this program and depending on the level of funding provided, between \$20,000-\$36,000 could be rebated through grants.

Should surplus funding not be approved the City would not be bound by the grant program.

### **Financial Impact**

None. Should Council support the staff recommendations, staff will have the authority and support required to submit a grant funding application.

### **Conclusion**

Provincial funding opportunities are being made available to residents, local governments, businesses and institutions to foster growth in clean energy vehicles to help meet provincial emission reduction targets. A new funding call under the Community Infrastructure Charging Program for the development of approximately 285 charging points in Metro Vancouver is expected to be issued shortly, to be managed by the Fraser Basin Council. This report presents a proposed submission that would include a community wide charging infrastructure plan, as well as initial installation of four electric vehicle charging infrastructure stations at City-owned facilities. It is proposed that the City seek grant funding through the Fraser Basin Council to offset a portion of the cost of this work.

The City has undertaken a number of measures to acquire fuel efficient vehicles, including the recent acquisition of three electric vehicles. The planning and infrastructure project as outlined in this report would further showcase the City's leadership role in promoting sustainable transportation choices in the community and supporting progress toward Council adopted sustainability targets.



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

SJB:





# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** April 25, 2012

**From:** Tom Stewart, AScT.  
Director, Public Works Operations

**File:** 10-6370-01/2012-Vol  
01

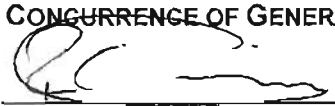


**Re:** **Report 2011: Recycling and Solid Waste Management - Together We're Making Change Happen**

### Staff Recommendation

That the "2011 Recycling and Solid Waste Management - Together We're Making Change Happen" annual report be endorsed and made available to the community through the City's website and other communication medium.

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

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>		<b>CONCURRENCE OF GENERAL MANAGER</b>
Sustainability	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> 	NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>
			YES <input checked="" type="checkbox"/>  NO <input type="checkbox"/>

## Staff Report

### Origin

The City has established a waste diversion target of 70% by 2015, aspiring to 80% by 2020 in accordance with the regional Integrated Solid Waste and Resource Management Plan (ISWRMP). In addition, Council has established the Solid Waste Strategic Program as a key aspect of the corporate Sustainability Framework, with the overarching goal of a “Recycling Smart City, where excellence in recycling and solid waste management is continuously pursued to ensure waste generation is minimized and reuse, recycling and material recovery opportunities are maximized and accessible for the community”. The 70% waste diversion target is a key target within the Sustainability Framework and is one of ten sustainability targets that has been adopted by Council.

In order to track progress and report back to the community with an annual outlook on our programs, the *Report 2011: Recycling and Solid Waste Management – Together We’re Making Change Happen* is presented (**Attachment 1**). This report highlights Richmond’s comprehensive programs to support residential recycling, public spaces recycling, litter control and responsible waste management, as well as related partner programs to facilitate safe disposal of special waste items and recycling through take-back programs.

### Analysis

The City offers a progressive suite of recycling services and educational outreach programs to make recycling easy and convenient for residents, while at the same time, promoting waste reduction and reuse opportunities. Through these programs, residents in single-family homes are now recycling 55% of their waste, up 5% over prior years. Collectively, all residents, including those in single-family, townhouses and apartments are recycling 50% of their waste. As highlighted in the City’s 2011 progress report, the City’s efforts have ensured that despite population growth, our overall waste disposal is decreasing, i.e. since 2009, the population has increased from 193,505 to 199,141 residents; yet garbage disposed has decreased from 68,300 tonnes to 61,100 tonnes over the same period.

The *Report 2011: Recycling & Solid Waste Management – Together We’re Making Change Happen* highlights key accomplishments including:

- Development of the Solid Waste Strategic Program as a component of the City’s Corporate Sustainability Framework.
- A public spaces recycling pilot program, “Go!Recycle” – At Home or on the Go, Recycle! in the Steveston Business District, Garry Point Park, Hugh Boyd Park and Steveston Community Centre areas.
- A pilot food scraps recycling program for townhomes, i.e. the “Green Cart” program.
- Expanded collection services at the City’s Recycling Depot.
- Increased recycling rates for residents in single-family homes, i.e. to 55%.

### Proposed Communication

Subject to Council approval, the *Report 2011: Recycling and Solid Waste Management* will be posted on the City's website and made available through various communication tools including social media channels and as part of community outreach initiatives.

### Report Overview

The 2011 report contains five chapters that summarize outcomes and accomplishments in current waste management and recycling services, public education/community outreach programs, and partnership programs. The report highlights Richmond's outlook for future initiatives and includes a comprehensive tips and resources section. The report content includes useful information such as what recycled materials are used for as new resources, tips for residents and did you know facts to facilitate understanding of the importance of waste diversion and increased participation in recycling programs.

A summary overview of each chapter follows.

***Chapter 1: Annual Outlook – Let's get to 70% Diversion*** is an overview of the accomplishments towards the City's goals and new programs implemented in 2011. The Annual Outlook also provides the context for the need to divert waste and the related policies and strategies in place to support achieving these goals. This overview features the importance of Richmond's sustainability initiatives and provides linkages to how recycling and solid waste management support these objectives. As well, the Annual Outlook provides a brief summary of the new initiatives and service targets for the upcoming year.

***Chapter 2: Programs and Services – Delivering Excellence in Recycling and Waste Management*** describes the City's comprehensive recycling and waste reduction initiatives and highlights how each program contributes to overall diversion targets and sustainability goals. Details on the quantities collected through programs such as Blue Box, Blue Cart, the Recycling Depot, Yard Trimmings Drop Off, Green Can, the Green Cart Pilot Project and the Go!Recycle program are provided. This section also includes helpful information on tipping fee trends, materials which are banned or prohibited from disposal and measures the City takes to promote recycling space in commercial and multi-family buildings.

***Chapter 3: Outreach and Customer Service – Supporting Awareness and Education*** presents the City's commitment to support waste reduction and reuse by providing residents information and education through workshops and displays. Our extensive public education and community outreach initiatives aim to raise awareness and foster sustainable behaviours where recycling and waste reduction practices become a way of life. Free workshops on composting, waste reduction, eco-cleaning, reuse and more are offered throughout the year, as are outreach displays at various events. City staff partner with the Richmond School District to engage both high school and elementary school students to promote sustainable stewardship behaviours. City staff members mentor the High School Green Teams by hosting information-sharing meetings and coordinating Green Team volunteers at community events.

**Chapter 4: Working in Partnership – To Improve Waste Management** provides an overview of the City of Richmond's many partners in the community and the region. Working together, the City and its partners strive to raise awareness of safe disposal drop-off options for hazardous materials that are banned or prohibited from landfills, and to promote waste reduction and recycling efforts. This section also describes product categories under existing take-back programs and associated stewardship agencies as well as products being considered for expanded recycling.

**Chapter 5: Tips and Resources** – provides a comprehensive guide to recycling. This chapter includes specific information on how and what to recycle in the City's Blue Box, Blue Cart and Green Can Programs. There is information on how to compost at home, the items accepted for recycling at Richmond's Recycling Depot, what to do with many household items ranging from flower pots to recyclable mattresses and box-springs. The resources section also includes information on what to do with special waste items and banned materials, including recycling and disposal options through take-back programs. There is also contact information and locations for Richmond services and community partners involved in stewardship programs.

### Moving Forward

As the City continues to grow and expand our services to further advance toward 70% waste diversion, key focus areas going forward include:

- Enhance and expand recycling opportunities through options such as an Eco-Centre.
- Expand public spaces recycling, i.e. at City facilities, events and other streetscapes.
- Explore initiatives to increase recycling in multi-family, mixed use and potentially the commercial sector.
- Expand food scraps recycling for residents in multi-family developments.
- Expand communications to increase participation in existing and emerging recycling programs.
- Continue involvement in regional planning and implementation efforts for the ISWRMP.

### **Financial Impact**

None.

### **Conclusion**

Through the *Report 2011: Recycling and Solid Waste Management – Together We're Making Change Happen* annual report, The City is providing its residents with a progress report of the many recycling and waste management programs and activities delivered in the community. The report also serves as a comprehensive resource and guide that supports recycling, reuse and reduction activities throughout the year. By tracking progress towards its goals for waste diversion and reporting this to the community, the City is demonstrating Richmond's commitment to responsive services, responsible government and accessible information and communication.

April 25, 2012

- 5 -

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

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

City of Richmond

# REPORT 2011

RECYCLING AND SOLID WASTE MANAGEMENT



## TOWARDS 70% DIVERSION — TOGETHER, WE'RE MAKING CHANGE HAPPEN

Let's trim our waste

PWT - 26

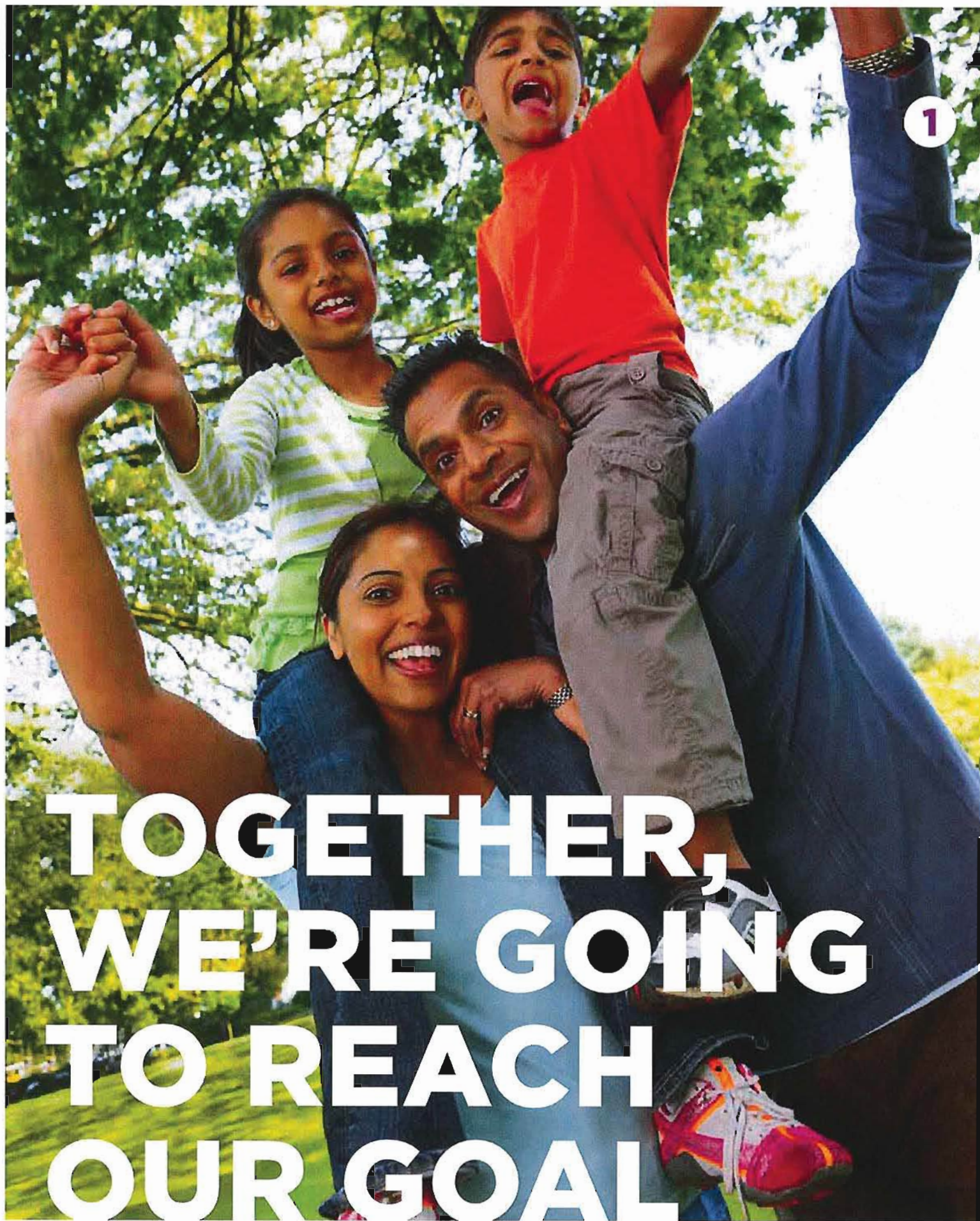


**LET'S  
TRIM  
OUR  
WASTE!**

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# ANNUAL OUTLOOK

## LET'S GET TO 70% DIVERSION!

### TOGETHER, WE'RE MAKING CHANGE HAPPEN

In Richmond, we take pride in our community, strive to protect the environment and work together towards improving our City for future generations. Residents demonstrate this community culture in multiple ways, ranging from volunteering to recycling and responsible waste management. The City of Richmond supports residents through programs and services, and together we're making change happen.

Over the past 10 years, Richmond has consistently tracked a trend towards increasing recycling. Richmond's Council recognizes the importance of these steps towards waste diversion and the importance of achieving the City's vision to be a sustainable community. To help support this trend, Richmond's Council has consistently approved new programs such as public spaces recycling and Green Can food scraps recycling. Programs like these make it easy to increase recycling at home and when on the go in the community. Equally important is the trend towards reduced waste overall. Richmond's goal is to divert waste by 70% in 2015, aspiring to 80% by 2020, and this will be achieved through a combination of increased recycling and reduced waste being generated. It is notable that the amount of waste going to landfill in 2011 was lower than 2010 and recycling was at about the same level. This indicates an important new step in Richmond's waste management — an overall reduction of waste being disposed.

Reducing waste is critical for advancing overall sustainability. It preserves resources and supports long-term supply. It also helps reduce greenhouse gas emissions and decrease climate change impacts. In addition, responsible waste management helps ensure that toxic materials are managed appropriately to protect the health and safety of people and the natural environment.

Richmond recognizes the importance of supporting residents in their efforts to use less and recycle more and has incorporated solid waste as priority goal in the City's Sustainability Framework. The Framework sets a solid waste goal to be a "Recycling Smart City" where excellence in recycling and solid waste management is continuously pursued to ensure waste generation is minimized and reuse, recycling and material recovery opportunities are maximized and accessible for the community.

The Framework embeds the 70% community-wide waste diversion target and includes a commitment to develop a corporate waste reduction target to help the City measure how, as a business, its own actions are contributing to the larger community target. The corporate target will also help the City reduce its own resource consumption, corporate carbon footprint and operational expenditures.



#### THREE EASY STEPS

Richmond can achieve its targets with the help of community commitment to these three easy steps to reduce waste:

#### 1 REDUCE

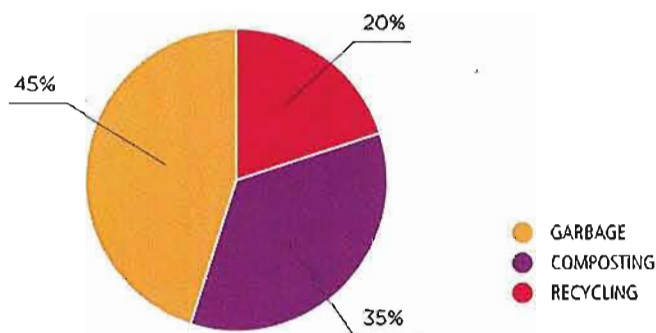
BE CHOOSY WHEN YOU SHOP—SELECT PRODUCTS WITH MINIMAL OR NO PACKAGING AND ITEMS THAT CAN BE RECYCLED.

#### 2 REUSE

DONATE BEFORE YOU DISPOSE—CONSIDER DONATING OR SELLING GENTLY USED PRODUCTS. SEE TIPS AND RESOURCES FOR A LIST OF SERVICES AVAILABLE TO MAKE IT EASY TO REUSE PRODUCTS.

#### 3 RECYCLE

RAMP UP RECYCLING—EXPAND YOUR RECYCLING TO INCLUDE FOOD SCRAPS AND OTHER RECYCLABLE MATERIALS ACCEPTED THROUGH RICHMOND'S COLLECTION SERVICES, RECYCLING DEPOT AND TAKE BACK PROGRAMS.

**SINGLE-FAMILY WASTE DIVERSION 2011: 55%**

The City's programs and services combined with community commitment to recycling are evident. Richmond's overall residential recycling is at 50%, significantly higher than the national average of 30%. The rate of recycling for single-family is even higher at 55%. In 2011, the City implemented key initiatives such as the Green Cart Pilot Project for townhomes and the region's first private/public organization partnership for public spaces recycling. The City's pilot public spaces recycling program helped to reduce waste disposed in the pilot area by 35%. The number of beverage containers found in the waste stream was reduced by 27%. Building on the successful introduction of food scraps recycling through the Green Can program in 2010, there is also an increase in the total recycled tonnage coming from Green Can use in 2011.

Looking ahead to 2012 through to 2015, Richmond will be working with residents to achieve the additional 20% reduction needed to reach its target of 70% diversion.

This involves making full use of the existing services by encouraging residents to be consistent about recycling when they are at home or in the community. While food scraps recycling is increasing, the Green Can is still a relatively new service and there is room to expand the use of this program in single-family homes, as well as the potential for Green Cart service to townhomes and other multi-family residents. Other enhanced services to divert waste include a centralized recycling facility such as an Eco-Centre and more options to recycle in public spaces. There are also opportunities to partner with product stewards to bring expanded recycling services to the community. Richmond works with these stewardship partners to promote more industry take back programs where product stewardship partners in the community accept products such as hazardous waste for recycling or proper disposal.

## **RICHMOND'S SUSTAINABILITY FRAMEWORK**

Richmond's Sustainability Framework is designed to bring together the City's individual components of sustainability into a unified and coherent program, including the Solid Waste Strategic Program. The Framework captures the multiple actions at various levels throughout the organization to provide a 'one-stop' overview of the City's activities as they relate to achieving sustainability. It also serves to collate and develop performance-based targets and establish an overall system for measuring and reporting progress across the many objectives of sustainability. By having the targets clearly defined in one place, the City will be able to maximize opportunities for collective and multi-objective based action.

On January 25, 2010, Council adopted the conceptual structure for the Sustainability Framework which identified nine goal areas that span across the full breadth of sustainability, and on April 26, 2010, Council adopted the City's Corporate Sustainability Policy – the first major component of the Sustainability Framework. This Policy provides an overall vision of sustainability and establishes overarching sustainability principles to help guide City decision-making and activities. Since 2010, the City has been developing strategic action programs and targets for meeting its sustainability goals. To date, the City has developed 10 sustainability targets. These include the 70% diversion target by 2015 as well as a 33% greenhouse gas emission reduction target by 2020 and a 10% community-wide energy use reduction by 2020.





Encouraging increased recycling with existing services is essential to successfully achieving reduction targets. At the same time, Richmond is also looking at building on the success of its services:

- GOAL** Enhance and expand recycling opportunities through options such as an Eco-Centre and expanded public spaces recycling
- GOAL** Expand initiatives to increase recycling in multi-family, mixed use and potentially commercial sector
- GOAL** Expand food scraps recycling to residents in multi-family developments
- GOAL** Expand communications to increase participation in existing and emerging recycling programs
- GOAL** Involvement in regional planning and implementation efforts for ISWRMP

#### WASTE GOING TO LANDFILL: SINGLE FAMILY AND TOWNHOUSES THROUGH CITY OF RICHMOND COLLECTION SERVICES



With half of waste generated by residents already being diverted from landfill, Richmond is now working with residents to increase recycling of yard trimmings and food scraps, expand use of take back programs and apply other waste reduction measures to achieve an additional 20% diversion.

Let's get to 70% waste diversion together, by trimming our waste through recycling, reduced consumption and reuse of products.

## TOWARDS OUR GOALS

Together, the City and Richmond's community can achieve our goal for responsible and effective waste management and we'll establish a legacy that will benefit our community today and in the future.

### 2011 ACCOMPLISHMENTS

In this 2011 report, Richmond's continued progress in recycling and waste management is highlighted through progress charts on overall recycling program usage, diversion rates showing the amount of waste going to landfill and through recycling programs, and the multiple opportunities, programs and resources available to further support success in reducing waste in Richmond. There is also a comprehensive tips and resources section that provides a convenient guide for recycling throughout the year.

The following are some of the key accomplishments in 2011:

- 1 Developed** Strategic Framework for Solid Waste and Recycling Program  
See Annual Outlook, page 4.
- 2 Conducted** a successful Public Spaces Recycling Pilot Program – "Go! Recycle" At Home or On the Go, Recycle!  
See Public Spaces Recycling, page 24.
- 3 Implemented** Green Cart Pilot Program  
See Green Cart Pilot Program, page 19.
- 4 Enhanced** Environmental Outreach Program  
See Outreach and Customer Service, page 27.
- 5 Expanded** Collection Service at City's Recycling Depot to accept small appliances for recycling.  
See Recycling Depot Program, page 14.
- 6 Responded** to more than 8,400 service requests relating to garbage and recycling via the Environmental Programs Information Line.  
See Customer Service, page 29.
- 7 Implemented** dedicated service for litter and recycling collection to ensure the Canada Line and No. 3 Road remain attractive and appealing gateways to the city.  
See Customer Service, page 29.
- 8 Distributed** over 172 compost bins, 10,574 Garbage Tags, and 668 Garbage Disposal Vouchers out of the City's Recycling Depot.  
See Recycling Depot Services, page 14.
- 9 Collected** over 3,994 loads of litter from City parks, school grounds and streetscapes. Serviced more than 4,552 containers and approximately 1,687 acres of parkland and City spaces each week, with services to high-profile areas being provided 7 days per week.  
See Litter Collection Services, page 22.
- 10 Conducted** a "Clean Up Your Act Make Richmond Sparkle" contest that challenges schools to be litter-free. Awards for "Always Sparkle" and "Sparkle" were given to Whiteside and Spu'ukwuks Elementary schools who were judged to have the best litter-free performance by the City's litter staff.  
See Outreach and Customer Service, page 29.
- 11 Promoted** City, regional and partner recycling service options, including the weRecycle mobile app for quick access to recycling and take back locations, and reuse and sharing sites to help reduce waste.  
See Working In Partnership, page 33.





## THANK YOU

Our thanks and appreciation go to Richmond residents for recycling and reducing waste in our community.

Every time you make the choice to recycle, you're helping us achieve our goal to be a Recycling Smart City. We value the steps being taken by residents to take responsibility for recycling and make it a way of life. As a City, we will continue to support your commitment to trim our waste by delivering programs that are convenient and easy to use.

We encourage all residents to make full use of the many recycling programs and services available. By making a few changes and keeping recyclable materials out of the garbage, we will achieve our objective to divert another 20% of waste from the landfill.

Together, we can build on our success as we make change happen and turn waste into resources.

Let's Trim Our Waste!

**IT'S EASIER  
THAN EVER TO  
MAKE CHANGE  
HAPPEN!**

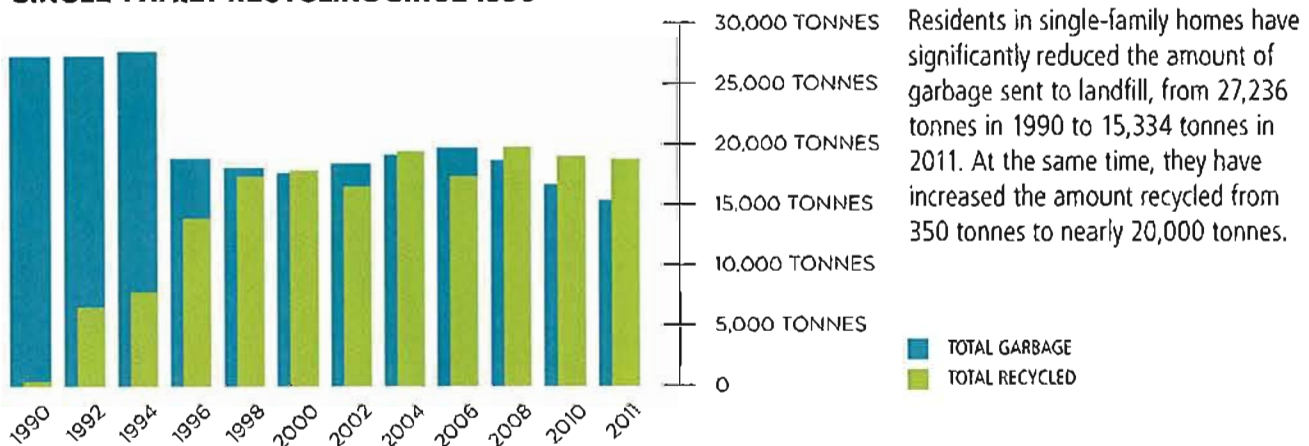


# PROGRAMS AND SERVICES

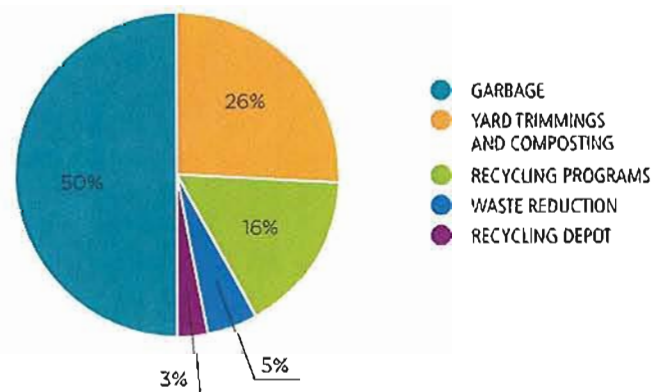
## DELIVERING EXCELLENCE IN RECYCLING AND WASTE MANAGEMENT

Richmond residents care about their community and are making recycling a way of life. By taking advantage of Richmond's comprehensive recycling and waste management services, collectively residents are consistently recycling half of their waste. Even with continued population growth, there is a downward trend in the amount of waste going into landfills, which indicates that residents are both recycling more and using less. This partnership approach to recycling and waste management is a formula for long-term success as Richmond works towards its goal to divert 70% of its waste from landfill by 2015.

### SINGLE-FAMILY RECYCLING SINCE 1990



### RICHMOND RESIDENTIAL RECYCLING



All residents, including those in townhomes and multi-family residences, are collectively recycling 50% of total residential waste through the many programs and services offered by the City, including our Recycling Depot, waste reduction education programs, recycling programs, and yard and composting programs.





## RESIDENTIAL RECYCLING PROGRAMS

With weekly collection services, drop off programs, public spaces recycling and community take back programs, it's easy and convenient to recycle in Richmond. Richmond offers residents a range of services to support recycling at home and on the go.

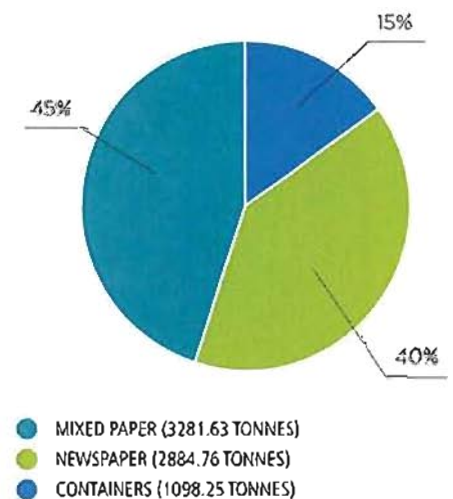
### BLUE BOX RECYCLING PROGRAM

The Blue Box Recycling Program provides convenient collection services in the community. Residents in single-family homes and some townhome complexes use City-provided blue boxes, blue bags and yellow bags to recycle newspaper, paper products and cardboard along with tin, aluminium, and glass food and rigid plastic containers (♻️♻️♻️). Nearly 40,000 residential units are serviced with weekly collection under this program.

In 2011, more than 7,200 tonnes of materials were recycled in the Blue Box program. Of this, 45% was mixed paper, 40% was newspaper and 15% was co-mingled containers.

Items that can be recycled through this program are listed in the Tips and Resources section of this publication and at [www.richmond.ca/recycle](http://www.richmond.ca/recycle).

### BLUE BOX RECYCLING MIX





## BLUE CART RECYCLING PROGRAM

People who live in multi-family complexes can recycle the same products as residents who use the Blue Box program through the City's Blue Cart Recycling Program. The City provides recycling carts for a mini recycling depot at each complex, which are generally located in the garbage enclosure or other convenient location. This service is currently available to over 27,000 multi-family units, and the City has information tools such as Blue Cart decals, posters and brochures that are offered to stratas and property managers to help raise awareness and increase participation.

In 2011, nearly 2,400 tonnes of materials were recycled through the Blue Cart Recycling Program.

For a detailed list of items that can be recycled through the Blue Cart recycling program see the Tips and Resources section or visit [www.richmond.ca/recycle](http://www.richmond.ca/recycle).



## TIP FOR RESIDENTS

Residents can pick up a complimentary blue box and yellow and blue bag supplies at the Richmond Recycling Depot and City Hall, or order them online at [www.richmond.ca/recycle](http://www.richmond.ca/recycle).

Residents in multi-family complexes with Blue Cart service can pick up an indoor collection bag at Richmond Recycling Depot or order a bag online at [www.richmond.ca/recycle](http://www.richmond.ca/recycle).



**9,600 TONNES  
RECYCLED PER YEAR**





TURNING WASTE INTO RESOURCES

FROM WASTE...	INTO RESOURCES!
ALUMINIUM CANS	New cans, foil, pie plates, window frames and automotive components
TIN CANS	New tin cans, cutlery, appliances and razor blades
NEWSPRINT	New newspapers, newspaper inserts, flyers and telephone directories as well as tissue paper, paper towels, egg cartons, cereal boxes and shoe boxes
GLASS CONTAINERS	New glass containers, fiberglass insulation, kitchen tiles, reflective paint and aggregate for construction projects
CARDBOARD	New glass containers, fiberglass insulation, kitchen tiles, reflective paint and aggregate for construction projects
PLASTIC CONTAINERS	<div> : Bottles, clothing and carpet</div> <div> : Picnic tables, drainage pipes and oil bottles</div> <div> : Bags, trash cans and paneling</div> <div> : Flower pots and pallets</div>








DID YOU KNOW?

It takes 100 years for a tin can and 500 years for an aluminium can to breakdown in a landfill and the energy saved from recycling an aluminium can could run your television for three hours. But it only takes 60 days for an aluminium can to be recycled, refilled and back on the shelves.



## PLASTIC RECYCLING GUIDE

The following table outlines the types of recycling symbols used for plastics.

CODE	DESCRIPTION	TYPICAL PRODUCTS	RECYCLED PRODUCTS
 <b>PETE</b>	<b>POLYETHYLENE TEREPHTHALATE</b> Clear and tough with the ability to contain carbon dioxide. Most commonly recycled plastic in North America.	<ul style="list-style-type: none"> <li>Soft drink bottles</li> <li>Peanut butter jars</li> <li>Liquor bottles</li> </ul>	<ul style="list-style-type: none"> <li>Pullover sweatshirts</li> <li>Pillow stuffing</li> <li>Carpet backing</li> </ul>
 <b>HDPE</b>	<b>HIGH DENSITY POLYETHYLENE</b> Excellent protective qualities and very strong. Second most recycled plastic in North America.	<ul style="list-style-type: none"> <li>Milk or juice jugs</li> <li>Motor oils</li> <li>Shampoo or bleach bottles</li> </ul>	<ul style="list-style-type: none"> <li>Plastic lumber</li> <li>Blue boxes &amp; compost bins</li> <li>Consumer bottles</li> </ul>
 <b>V</b>	<b>POLYVINYL CHLORIDE</b> Clear. Extensive use in construction industry. <b>NOT ACCEPTED</b>	<ul style="list-style-type: none"> <li>Wrapping for meat</li> <li>Water bottles</li> <li>Siding, doors, frames</li> </ul>	<ul style="list-style-type: none"> <li>Drainage pipes</li> <li>Cable insulation</li> </ul>
 <b>LDPE</b>	<b>LOW DENSITY POLYETHYLENE</b> Flexible and strong. Most commonly used in flexible plastic film. Note: The City of Richmond accepts hard plastic LDPE. The City does not accept soft plastics such as plastic film or grocery bags.	<ul style="list-style-type: none"> <li>Bread bags</li> <li>Milk pouches</li> <li>Grocery bags</li> </ul>	<ul style="list-style-type: none"> <li>Plastic lumber (playgrounds)</li> <li>Compost bins</li> </ul>
 <b>PP</b>	<b>POLYPROPYLENE</b> Strong with a high melting point. Good for packaging 'hot-filled' products.	<ul style="list-style-type: none"> <li>Syrup and ketchup bottles</li> <li>Appliance parts</li> <li>Luggage</li> </ul>	<ul style="list-style-type: none"> <li>Ice scrapers</li> <li>Industrial packing cases</li> <li>Automotive battery cases</li> </ul>
 <b>PS</b>	<b>POLYSTYRENE</b> Clear, can be 'foamed' and provides excellent insulation and protection. <b>NOT ACCEPTED</b>	<ul style="list-style-type: none"> <li>Foam cups</li> <li>Compact disk cases</li> <li>Filler in concrete forms</li> </ul>	<ul style="list-style-type: none"> <li>Cassette &amp; CD cases</li> <li>Office accessories</li> </ul>
 <b>OTHER</b>	<b>OTHER</b> Includes other resins, composites and laminates. <b>NOT ACCEPTED</b>	<ul style="list-style-type: none"> <li>Safety glasses</li> <li>Automotive tail lights</li> </ul>	<ul style="list-style-type: none"> <li>Picnic tables</li> <li>Outdoor signs</li> </ul>



### DID YOU KNOW?

It takes one million years for a plastic bottle to breakdown in a landfill, yet four, 2-litre plastic bottles can be recycled into one t-shirt, filling for a ski jacket and two ball caps.





### TIP FOR RESIDENTS

Residents can purchase compost bins, extra Garbage Tags and Garbage Disposal Vouchers at the Richmond Recycling Depot. Garbage Disposal Vouchers that cost \$5 for Richmond residents are worth \$20 at the Vancouver Landfill.

Rain barrels and compost bins are also available for purchase at the Recycling Depot.

## RECYCLING DEPOT PROGRAM

The Recycling Depot is conveniently located at 5555 Lynas Lane and is open from 9:00 a.m. – 6:15 p.m., Wednesday to Sunday. This facility accepts a wide range of materials including cardboard, yard and garden trimmings, mixed paper, newspapers and now also accepts fluorescent lights and cooking oil. The facility also accepts large appliances (e.g. fridges, stoves, washing machines) metal items (bike frames, barbecues, lawn mowers), glass bottles, jars, tin and aluminium cans, paints, pesticides and solvents.

### RECYCLING DEPOT SERVICES

The Recycling Depot is owned and operated by the City of Richmond, with two full-time staff and additional staff support in the summer months to manage increased recycling volumes. Staff on site are available to answer questions and provide assistance with unloading awkward or heavy items. The Recycling Depot is a Provincial Product Stewardship (Take Back) collection site for small appliances, paints, solvents, flammable liquids, pesticides and fluorescent lamps. For more information on Product Stewardship, see the Working in Partnership section.



**2009**

USED COOKING OIL  
AND ANIMAL FAT



**2010**

COMPACT FLUORESCENT LAMPS  
(CFLs) INCLUDING FLUORESCENT  
LIGHTS AND TUBES



**2011**

SMALL APPLIANCES

### RECENT ADDITIONS TO THE RECYCLING DEPOT DROP OFF PROGRAM

In 2011, Richmond expanded its drop off program to include free drop off of small electrical and battery-operated appliances. This includes more than 120 different types of appliance products, such as unwanted old or broken vacuum cleaners, toasters, microwaves, electrical toothbrushes and a host of other electrical appliances.

For a full list of items that can be recycled at the Recycling Depot, please see Tips and Resources.

**2011 Customer Service Highlights**  
In 2011, the Recycling Depot distributed:

**172**  
COMPOST BINS

**10,574**  
GARBAGE TAGS

**668** GARBAGE  
DISPOSAL VOUCHERS

## RECYCLING DEPOT — MATERIALS AND AMOUNTS COLLECTED

2011 RECYCLING DEPOT COLLECTION	
COLLECTED THROUGH TAKE BACK PROGRAM	AMOUNT RECYCLED
Paint	278,208 equivalent litres
Aerosols	2,625 equivalent litres
Solvents & Pesticides	12,960 equivalent litres
Small Appliances (Started October 2011)	10 tonnes
Compact Fluorescent Lamps (CFLs) Recycling	
CFLs	40 boxes
4' tubes	289 boxes
8' tubes	51 boxes

## DEPOT RECYCLING: BREAKDOWN OF MATERIALS COLLECTED IN 2011

In 2011, 1,782.58 tonnes of paper, metal and containers were collected at the Recycling Depot. Yard trimmings are also collected at the Recycling Depot, see Yard Trimmings Drop-Off Programs on page 17 for more information.

## TURNING WASTE INTO RESOURCES

FROM WASTE...	INTO RESOURCES!
<b>ELECTRONICS LIKE COMPUTERS, PRINTERS AND TELEVISIONS</b>	Raw materials for new electronic products
<b>SMALL APPLIANCES</b>	Materials like glass, plastic, metal and aluminium are separated and sold as new commodities for new products
<b>BATTERIES</b>	Materials like metals are separated and used for new batteries and stainless steel
<b>PAINTS</b>	Reused through Paint Exchange Program, reprocessed into paint and coating products, raw material in recycled concrete and Portland cement

MAGAZINES: 62.59  
 PLASTICS: 34.39  
 TIN CANS: 32.56  
 GLASS: 21.32  
 ALUMINUM: 13.18

**SCRAP METAL: 885.56**

**MIXED PAPER: 337.84**

**CARDBOARD: 225.17**

**NEWSPRINT: 169.97**

**TOTAL TONNAGE: 1782.58**





## COMPOSTING PROGRAMS

Composting is a simple and organic process that can reduce household waste by up to 40%—significantly reducing the amount of waste that goes to the landfill. Fruit and vegetable peelings, along with grass, leaves and other yard trimmings can be added to a compost bin. In addition, composted matter produces a very nutrient-rich soil to keep lawns and gardens healthy.

### BACKYARD COMPOST BIN DISTRIBUTION PROGRAM

The City of Richmond supports composting by providing free composting workshops from January to November, which include information on backyard and worm composting and how to harvest compost. The City offers compost bins for sale at the Recycling Depot for \$25.00 each. Backyard composting is the most effective way to dispose of fruit and vegetable peelings, eggshells, coffee grounds, filters, tea bags and yard trimming materials. Since this program started in 1992, over 10,200 compost bins have been distributed, resulting in annual waste reduction of over 3,000 tonnes.

Additional tips and information on composting are provided in the Tips and Resources section and at [www.richmond.ca/recycle](http://www.richmond.ca/recycle).

### COMPOST DEMONSTRATION PROJECT

To help residents learn about backyard composting, the City offers a Compost Demonstration area in the Terra Nova Rural Park Centre located at 2631 Westminster Highway just west of No.1 Road. It is open from dawn to dusk year-round, and residents are encouraged to take a self-guided tour to learn about different types of compost bins and the benefits of composting.

#### DID YOU KNOW?

The Compost Hotline at 604-736-2250 offers tips and advice on how to compost and use the nutrient-rich soil for home gardens. Compost from yard trimmings drop off programs and through the Green Can collection is sold for use in the agricultural industry.



Composting is a great way to turn waste into a valuable resource. The composting cycle takes food scraps and yard trimmings and turns them into nutrient-rich soil. Richmond residents are generating their own compost to enrich their garden soil. With over 10,200 bins sold, home composting helps to divert more than 3,000 tonnes of green materials from the garbage disposal system each year.

## YARD TRIMMINGS DROP-OFF PROGRAMS

### ECO-WASTE INDUSTRIES

The City offers residents the option to drop off unlimited quantities of yard and garden trimmings for free at Ecowaste Industries located at 15111 Triangle Road. Proof of Richmond residency is required.

Visit [ecowaste.com](http://ecowaste.com) or call 604-277-1410 for hours of operation and directions.

### RECYCLING DEPOT

Residents may drop off limited quantities of yard and garden trimmings (up to 1 cubic yard) at the City's Recycling Depot. A fee of \$20 applies for each additional cubic yard. Commercial operators may also use the Recycling Depot for dropping off of trimmings for a fee of \$20 per each cubic yard. The Recycling Depot is conveniently located at 5555 Lynas Lane and is open from 9:00 a.m. – 6:15 p.m., Wednesday to Sunday.

For a detailed list of all items that can be recycled at the Depot, please refer to the Tips and Resources section.

### DROP OFF TONNAGE 2011

In 2011, 2,750.94 tonnes of yard trimming were collected at the Recycling Depot and through the Ecowaste drop off program.





Through the Green Can program, over 9,900 tonnes of food scraps and yard trimmings were collected in 2011, and total garbage volumes collected from single-family homes went down by nearly 1,300 tonnes.

## GREEN CAN PROGRAM

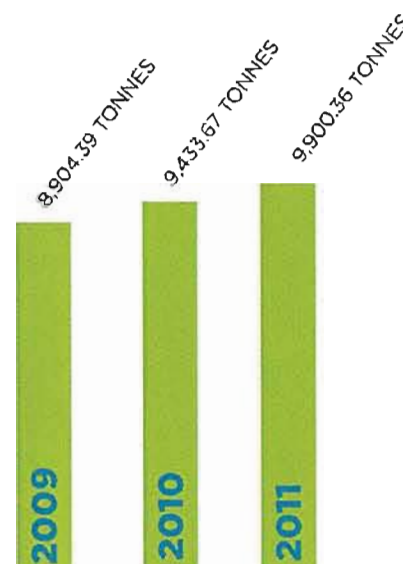
Food scraps and yard trimmings represent about 40% of household waste, and Richmond residents have multiple options to turn these materials into a valuable resource. The Green Can program for single-family homes and the recent Green Cart Pilot Project make it easy and convenient to recycle food scraps and yard trimmings.

Richmond's Green Can program for single-family residences is a convenient service to divert organics such as food scraps and yard trimmings from the landfill. Food scraps are one of the remaining recyclable items still found in garbage, and they will likely become a banned item in future as these materials are a valuable recycling resource. By changing habits to shift food scraps from garbage into the Green Can, residents are helping to achieve our goal to divert waste by 70% by 2015. When combined, food scraps and yard trimmings represent approximately 40% of generated waste, and when recycled, these materials are composted into valuable nutrients for soil.

Through the City's Green Can program, residents can recycle fruit and vegetable scraps, coffee and tea grounds, meat, bones and other food scraps, pizza boxes, lawn and yard trimmings. Residents use 80 L or smaller containers with Green Can decals provided by the City, as well as paper yard waste bags for yard trimmings. Residents can place unlimited amounts of Green Cans, paper yard waste bags or tied bundles for collection each week. There is a 20 kg (44 lbs) weight limit, and no plastic is permitted as it affects the quality of the compost. The materials collected are delivered to Fraser Richmond Soil and Fibre where they are composted to produce a nutrient-rich soil product.

## YARD TRIMMINGS AND FOOD SCRAPS RECYCLING 2011

Yard trimmings and food scraps recycling is steadily increasing since the introduction of the food scraps recycling program.



## EMPOWERING ORGANICS

### WHERE RICHMOND'S FOOD SCRAPS AND YARD TRIMMINGS ARE SENT FOR COMPOSTING



Harvest Power's new anaerobic digester under construction.

Richmond sends its yard trimmings and food scraps to Fraser Richmond Soil and Fibre, a composting facility off No. 8 Road owned and operated by Harvest Power. The company is constructing an Energy Garden, also known as an anaerobic digester, that uses naturally occurring microorganisms to turn approximately 27,000 tonnes of organic materials – yard trimmings and food scraps – into biogas, which is then converted into electricity and heat. The Energy Garden is completely enclosed and uses negative airflow and biofilters to minimize odours. After two weeks in the digester, the organic materials are removed, further composted, and returned to local farms and gardens for soil revitalization. Construction of the Energy Garden is expected to be complete by fall of 2012.

## GREEN CART PILOT PROGRAM

Richmond is exploring options to expand recycling programs to include more townhomes and other multi-family complexes. The Green Cart Pilot Project implemented in 2011 is an important step towards offering recycling collection for yard trimmings and food scraps. This nine-month food scraps collection pilot program was delivered to approximately 3,200 townhome units (75 complexes). The program focused on bin types and service options to provide this enhanced recycling to townhomes and included feedback from residents on what works best.

Selected residents were able to recycle kitchen food scraps as well as yard and garden trimmings. As part of the program evaluation, a survey and an online discussion forum were introduced exclusively for participating townhomes to use during this pilot. The online forum was used to ask questions, share experiences and find information and tips about using Green Carts.

The results and evaluations from the pilot program are now being used to develop recommendations for implementing a Green Cart program for townhomes and other multi-family residences in Richmond.

### GREEN CART PILOT PROGRAM

Yard trimmings and food scraps recycling is steadily increasing since the introduction of the food scraps recycling program.

**11.29 kg** AVERAGE COLLECTED  
PER MONTH, PER TOWNHOUSE

GREEN CART HAS COLLECTED **323** TONNES  
OVER NINE MONTHS!

### DID YOU KNOW?

With half of waste generated by residents already being diverted from landfill, Richmond is now working with residents to increase recycling of yard trimmings and food scraps, expanded use of take back programs and other waste reduction measures to achieve an additional 20% diversion.



**9,900 TONNES**

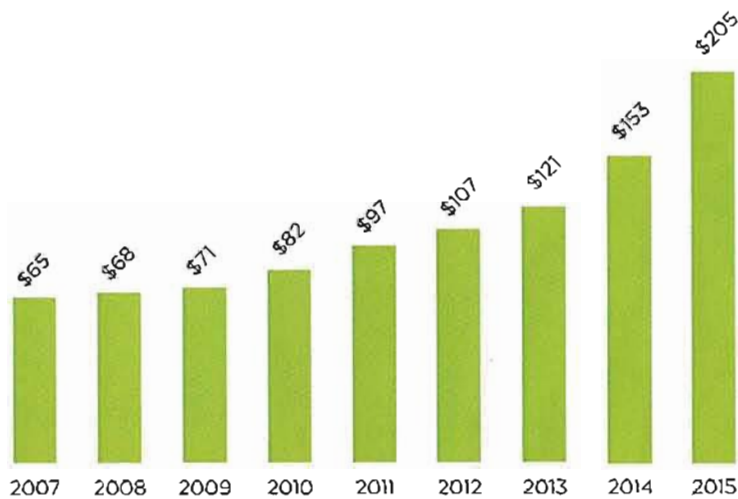


**323 TONNES**



**10,223 TONNES  
OF FOOD SCRAPS  
& YARD TRIMMINGS  
DIVERTED FROM  
LANDFILL!**



**TIPPING FEES, CURRENT AND PROJECTED, PER TONNE**

Tipping fees have increased by almost 50% since 2007, and are expected to rise to more than \$200/tonne by 2015.

**RESPONSIBLE WASTE MANAGEMENT**

Landfill space is filling up quickly and Richmond's population is expected to grow to 282,000 by 2041, which continues to put pressure on limited facilities and the need for responsible waste management. In addition, disposing of garbage is becoming much more expensive. Tipping fees are expected to increase to over \$200/tonne by 2015. With these considerable increases in cost, the importance of trimming our waste to achieve 70% waste reduction by 2015 is becoming critical for our environment and for cost management.

Keeping waste down and diverting recyclable materials is one way to achieve waste management goals. Richmond also encourages waste reduction through user-pay initiatives such as a maximum number of garbage containers collected each week (e.g. two-can limit for single-family homes) along with manufacturer return programs for items such as electronics, tires, beverage containers and many other items. There are bans at the landfill that help to divert recyclable and hazardous materials, and Richmond works with residents, business and industry to promote recycling and take back programs. Through these programs and efforts, Richmond is trimming its waste and working towards its goal to see 70% of all waste being diverted from the landfill by 2015.

**DID YOU KNOW?**

Richmond Residents may purchase a Garbage Disposal Voucher for \$5.00 at all City facilities and these vouchers are good for \$20.00 at the Vancouver Landfill. There is a limit of one per household per year.

**CURBSIDE COLLECTION SERVICES**

The City of Richmond provides weekly garbage collection services for all single-family homes and some townhome developments. In providing these services, the City has aimed to strike a realistic balance between meeting its recycling goals while enabling residents to have reasonable means to dispose of garbage by implementing a two-can limit each week for curbside collection. Additional garbage cans may be put out, but each extra container or bag must display a tag that can be purchased at City facilities for \$2.00. Certain items, such as hazardous waste materials and those items that can be recycled, are prohibited from garbage bins.

## DEALING WITH HAZARDOUS WASTE

The careless handling of hazardous products can cause serious injury as well as damage to the environment. Hazardous products that are dumped in sewers or green spaces can kill or injure livestock, wildlife and plant life. Careful and often specialized disposal is essential for these materials.

Many common hazardous household and automotive products must be recycled or disposed through special depots.

Please visit [www.richmond.ca/recycle](http://www.richmond.ca/recycle) for more information.

## BANNED AND PROHIBITED MATERIALS

There are certain materials that Metro Vancouver disposal facilities do not accept, either because there are already disposal programs set up for these items, or because they are hazardous to waste collection workers, the public and the environment. In 2010, recyclable mattresses and box springs were banned from landfill and it is anticipated that food scraps will soon be added to these bans as food scrap recycling programs expand in municipalities in the Metro Vancouver region.

At disposal sites, garbage loads are inspected for banned and prohibited materials. Loads that arrive at the disposal sites containing prohibited materials are assessed a \$50 minimum surcharge, plus the cost of removal, clean-up or remediation. Loads containing banned materials are assessed a 50% tipping fee surcharge.

### DID YOU KNOW?

Used mattresses are sometimes being illegally dumped in the community, and most of these mattresses could easily be recycled. Residents can take them to Recyc-Mattress Inc. in Langley (604-856-8383), Pacific Mattress Recycling Inc in Burnaby (604-973-0183) or Canadian Mattress Recycling Inc on Annacis Island (604-777-0324). (Please call for information on pick up charges and recycling rates.)


## BANNED/PROHIBITED FROM LANDFILL

### EXAMPLES OF MATERIALS

Please refer to the Tips and Resources section for ways to safely dispose of these materials or call RCBC at 604-RECYCLE (732-9253).

- |  |   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li>Asbestos</li> <li>Automobile bodies and parts</li> <li>Batteries</li> <li>Barrels or drums in excess of 205 litres (45 gallons)</li> <li>Clean or treated wood exceeding 2.5 metres in length</li> <li>Electronics and electrical products (limited)</li> <li>Fluorescent lights</li> </ul> | <ul style="list-style-type: none"> <li>Gypsum</li> <li>Hazardous waste</li> <li>Inert fill materials including soil, sod, gravel, concrete and asphalt in quantities exceeding 0.5 cubic metres per load</li> <li>Lead acid batteries</li> <li>Liquids and sludge</li> <li>Recyclable Mattresses</li> </ul> | <ul style="list-style-type: none"> <li>Oil containers, oil filters, paint products, solvents and flammable liquids</li> <li>Metal household or commercial appliances</li> <li>Pesticide products</li> <li>Pharmaceuticals</li> <li>Propane tanks</li> <li>Thermostats</li> <li>Tires</li> </ul> |
|--|---|---|

## BANNED MATERIALS THAT CAN BE RECYCLED

- |   |   |  |
|---|---|--|
| <ul style="list-style-type: none"> <li>Corrugated cardboard</li> <li>Recyclable paper</li> <li>Yard and garden trimmings</li> </ul> | <ul style="list-style-type: none"> <li>Containers made of glass, metal or banned recycled plastic </li> <li>Beverage containers (all except milk cartons)</li> </ul> | <ul style="list-style-type: none"> <li>Mattresses and box springs</li> </ul> |
|---|---|--|

For a list of Banned and Prohibited Materials, please visit [www.metrovancouver.org/services/solidwaste/disposal/Pages/bannedmaterials.aspx](http://www.metrovancouver.org/services/solidwaste/disposal/Pages/bannedmaterials.aspx)





## LITTER COLLECTION SERVICES

Maintaining a litter-free city is a challenge given the number of people using public spaces in Richmond. The City of Richmond has made efforts to ensure that there are garbage cans, and in many cases recycling options, in public spaces throughout the city. In addition, City crews work seven days a week to collect litter from parks, school grounds, roadsides, sidewalks and boulevards. They also empty garbage from approximately 4,500 City litter and recycling receptacles in the community each week, and assist with removing graffiti from City garbage cans. As well, they collect illegally-dumped materials found on City property and provide safe disposal and recycling of these items. Together, these measures help to support a safe and appealing community.

### DID YOU KNOW?

Richmond collects over 3,994 loads of litter and recycling, manages more than 4,552 containers in public areas and provides services to keep approximately 1,687 acres of parkland and City spaces clean and litter free each week, with services to high-profile areas being provided 7 days per week.

Recycling is most successful when it's simple and convenient. For commercial buildings and multi-family complexes, recycling can be made easier by design. Richmond has developed guidelines to help ensure commercial buildings and multi-family complexes are designed with accessible, centralized and well-organized recycling facilities. Meeting these standards helps Richmond take recycling to a new level by creating new opportunities to trim our waste and turn recyclable materials into resources.

## COMMERCIAL BUILDING GUIDELINES

Effective garbage and recycling management at commercial buildings is most successful when these facilities are integrated into the design and operations of the building or site. To support this, the City of Richmond has developed commercial building guidelines that are outlined in the City of Richmond Design Considerations for Commercial Properties Recycling and Garbage. These guidelines assist designers and developers of commercial buildings in three key areas:

- the design of storage facilities for garbage and recycling;
- selection of containers for garbage and recycling; and
- planning of access for both tenants and collection service providers.

These guidelines help commercial property owners by giving general advice for meeting City regulations and suggesting goals for effective garbage and recycling programs. This information is provided as a resource and should be used with, not in place of, all applicable building codes, City standards and other relevant legislation.

For more information, visit [www.richmond.ca/recycle](http://www.richmond.ca/recycle).

## MULTI-FAMILY BUILDING GUIDELINES

All multi-family residential and mixed-use buildings in Richmond require adequate storage for garbage and recycling, and these storage areas must meet Building Code Regulations. At the same time, garbage and recycling collection at multi-family and mixed-use buildings is an area where there is potential for future expansion and improvement.

As an important foundation, the City of Richmond has developed Multi-family Building Guidelines to help support consistent standards at all buildings. The guidelines include information such as basic service requirements, container access for residents and collection, and maximum container size. The information is provided as a convenient source of information, and property owners are responsible for ensuring they meet all applicable building codes, City standards and other relevant legislation.

For more information, visit [www.richmond.ca/recycle](http://www.richmond.ca/recycle).





## **PUBLIC SPACES RECYCLING**

With Richmond's new public spaces recycling program, there are a growing number of recycling bins throughout the community to make it easy and convenient to recycle while on the go.

Richmond's newest public spaces program started with a pilot project in 2011 that reduced the number of beverage containers found in the waste stream by 27%. As well, there was a 25% decline in recyclable non-beverage containers and a 35% reduction in waste going to the landfill overall. This successful project involved a partnership between the City of Richmond, the Canadian Beverage Association, Encorp Pacific (Canada) and Nestlé Waters Canada. Through the project, 81 new garbage and recycling receptacles were strategically installed, with instructional signage as part of the educational component, in the Steveston main business district and waterfront, Steveston Community Centre, Garry Point Park and Hugh Boyd Sports Field. Nestlé Waters Canada and other industry partners funded the purchase of the receptacles, various communication materials and the waste assessment study to gauge the success and effectiveness of the program. Richmond undertook container installation, servicing and maintenance. In addition, the City initiated the development of a public spaces recycling campaign – Go! Recycle – with the tag line, "At Home or On the Go, Recycle!" The promotional aspect of this program was a key success factor in generating awareness to the program and public spaces recycling.

Richmond also has public spaces recycling at the Canada Line and main Richmond central bus stop on No. 3 Road using solar-powered compactors with recycling bins attached.

Building on the success of these programs, Richmond is now developing an expanded program to extend public spaces recycling to include both indoor and outdoor locations, such as community facilities, parks and streetscapes. The program will be implemented in a graduated fashion.



## SPECIAL EVENTS RECYCLING

Richmond hosts multiple events throughout the year and recycling at these events offers an ideal opportunity to reduce the amount of waste going to landfill. In 2011, Richmond worked with volunteers and community partners to offer recycling at more than 15 events. A total of 4,446 volunteer hours were recorded and approximately 41% of waste was diverted from landfill including food scraps recycling.

Approximately 288 Green Team high school student volunteers assisted with these recycling efforts by monitoring and educating event participants about the importance of recycling while ensuring materials were placed in proper receptacles.

Looking ahead to 2012, Richmond is developing an event recycling program that provides event organizers with access to portable recycling receptacles that the City will loan out for events in the community. Beverage containers and other recyclables are common at events and, as Richmond residents are making recycling a way of life, the City is working to make it easy and convenient for them to keep Richmond clean and keep recyclables out of the waste stream.



## TIP FOR RESIDENTS

When you're out in the community or at an event in Richmond, look for Richmond's "Go! Recycle" bins to recycle your plastic and paper products. The opportunities to recycle while on the go will continue to grow as Richmond expands its public spaces recycling program.



# BUILDING A LASTING LEGACY, TOGETHER!

# OUTREACH AND CUSTOMER SERVICE

## SUPPORTING AWARENESS AND EDUCATION

Richmond residents have multiple opportunities to learn more about how to reduce, reuse and recycle thanks to the extensive public education and community outreach offered throughout the year. Richmond hosts free workshops, participates in community events and works with students to raise awareness about recycling. Participants benefit from new ideas and other tips on topics ranging from backyard composting to waste reduction tactics. The City also provides residents with multiple options to connect with staff to learn more about programs, services and the best way to manage waste. Together, Richmond and local residents are expanding their understanding of how to make Richmond a Recycling Smart City where recycling is a way of life.

### 2011 CUSTOMER SERVICE AND OUTREACH HIGHLIGHTS

**65**

#### WORKSHOPS

Held 65 workshops to support responsible waste management and sustainability initiatives at home.

REACHED **4,647** STUDENTS  
AND **150** TEACHERS

Reached approximately 4,647 elementary school students and 150 teachers through school programs.

FUNDED **20** SHOWS

Funded 20 elementary school shows:  
Zero Heroes and Clean Up Your Act.

**2,900** STUDENT  
VOLUNTEER HOURS

Engaged high school students in Green Team Program. Green Teams dedicated over 2,900 volunteer hours to support events and other community outreach

HOSTED **20**  
INFORMATION BOOTHS

Hosted information booth at 20 community events.





## COMMUNITY WORKSHOPS

Working together with Environmental Sustainability, the Environmental Programs division coordinated 68 workshops in 2011 on topics ranging from composting to creating water-wise gardening and reducing pesticide use. Community outreach included approximately 20 community events featuring activity booths and information on backyard composting, waste reduction and recycling.

### 2011 COMMUNITY OUTREACH WORKSHOPS/DISPLAYS

- A Sustainable Urban Forest
- Backyard and Worm Composting
- Beautiful Flower/Food Gardens without Pesticides
- Beautiful Gardens without Pesticides
- Container Gardening: As Local AS It Gets
- Edible Ornaments
- Edible Wild
- Establishment and Management of Fruit Trees
- Garden Wisdom, Companion Planting
- Gardening with Native Plants
- Go Green and Save Your 'Green' Dollars
- Green Living - Christmas Celebration
- Green Living - Easter Celebration
- Green Living - Halloween Celebration
- Green Living - Thanksgiving Celebration
- Green Living - Easy On You and the Environment
- Green Living - Easy On You and the Environment Cantonese & Mandarin
- Grow The Most Food In The Small Space
- Growing, Using and Drying Herbs
- Harvesting Compost
- Invasive Plants And The Ecosystem
- Organic Fall Vegetable Gardening
- Organic Food Gardening
- Organic Salad Green Vegetable Gardening
- Organic Seasonal Vegetable Gardening
- Organic Spring Vegetable Gardening
- Organic Winter Vegetable Gardening
- Paper and Card Making
- Pest Management for Small Fruits
- Pest Management for Tree Fruits
- Pesticide Free Gardening
- Pesticide Free Gardening Cantonese/Mandarin
- Safe and Sensible Lawn Care
- Salmon Friendly-Gardening
- Seed Saving And Preserving Vegetables
- Seed Starting
- Tasty Trees - Home Grown Organic Fruit
- Understanding Fruit Tree Canopy Management
- Water Conservation - Why, How and Do
- Waterwise Gardening
- Garden Water Conservation and Mulching
- What Can I Plant Now
- Zero Mile Diet Garden
- Green Can Promotions at Capital Project Open House, Richmond Centre Earth Day Celebrations, Project WET, Science Jam, Public Works Open House, Steveston Salmon Festival and Ship to Shore.



Attend free Community Workshops hosted by the City of Richmond for tips and best practices in gardening, composting, waste reduction and recycling. For information on the workshops, email [esoutreach@richmond.ca](mailto:esoutreach@richmond.ca). To attend free workshops offered by the City visit [richmond.ca/register](http://richmond.ca/register) or call 604-276-4300 and press "2" at the prompt (Monday to Friday from 8:30 a.m. to 5:30 p.m.) to register.

## PARTNERSHIP PROGRAMS FOR CLEANER SCHOOLS

Working in partnership with the Richmond School District and individual schools, Richmond also engages students to promote waste reduction and recycling efforts. In 2011, City staff supported and facilitated the High School Green Teams by hosting monthly meetings to share information and provide updates on programs (including energy conservation, waste reduction, take-back programs) and by coordinating Green Team volunteers at community events and through presentations and information sharing initiatives. In 2011, the Green Teams dedicated over 2,900 volunteer hours to support outreach activities in Richmond.

Richmond also sponsored and coordinated two theatrical shows for elementary school students. These shows are fun and engaging, and inspire students to take action on reducing solid waste and increasing recycling, as well as teaching them about the hazards of littering, vandalism and graffiti. Ten of each show, for a total of 20 shows, were held at Richmond elementary schools in 2011.

Students also demonstrated leadership in being a litter-free and recycling smart city as part of the City's "Clean Up Your Act Make Richmond Sparkle" contest. The contest challenges schools to be litter-free. Awards for "Always Sparkle" and "Sparkle" were given to Whiteside and Spul'u'kwuks elementary schools who were judged to have the best litter-free performance by the City's litter staff.

## ACTIVITY KITS

There are many activity kits and displays related to environmental awareness that are available for groups to use. From natural home and garden care to understanding your ecological footprint to learning more about recycling, these activity kits provide useful information in an easy-to-use format.

For a list of kits that are available go to [www.richmond.ca/recycle](http://www.richmond.ca/recycle). To request a kit please contact [esoutreach@richmond.ca](mailto:esoutreach@richmond.ca).

## CUSTOMER SERVICE

Supporting residents in their recycling and waste management is integral to all services, but there are also resources specifically designed to provide residents with information and assistance. The Environmental Programs Information Line staff responded to more than 8,400 service requests relating garbage and recycling, and the City's website is updated regularly to provide information on changes to solid waste management that affect residents, as well as tips and other resources.

As a means to further support customer service, Richmond implemented dedicated service for litter and recycling collection to ensure the Canada Line and No. 3 Road remain attractive and appealing gateways to the city. By having a dedicated position to provide service in this area, Richmond's main corridor and streetscape has been maintained to high standards of cleanliness in relation to litter.

# BUILDING PARTNERSHIPS FOR BETTER WASTE MANAGEMENT



## WORKING IN PARTNERSHIP TO IMPROVE WASTE MANAGEMENT

Achieving waste reduction goals is a shared responsibility and in Richmond, much of our community's success is thanks to residents and the many organizations who partner with the City. These partners include the waste management industry, Metro Vancouver Regional District, collectors and other partners who support reuse and recycling. Together, we are making change happen and establishing responsible waste management practices by providing guidelines around what goes to landfill, offering options for recycling and take back programs and ensuring safe disposal of garbage like hazardous waste.

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## METRO VANCOUVER

Metro Vancouver is the regional organization involved with waste management in the Lower Mainland. Richmond works with Metro Vancouver to achieve its goals to improve waste reduction, reuse and recycling.

Metro Vancouver establishes disposal sites, manages the transfer station network and sets disposal bans to encourage recycling. Metro Vancouver also developed the Integrated Solid Waste and Resource Management Plan in partnership with communities such as Richmond. Through partnership and shared commitment to responsible waste management, Richmond, Metro Vancouver and other municipalities in the region are striving to divert a minimum of 70% of waste from disposal sites by 2015. The Integrated Solid Waste and Resource Management Plan also includes an aspirational target of achieving 80% diversion by 2020. Remaining waste will be managed to recover the maximum amount of energy. The City of Richmond's Solid Waste and Recycling Regulation Bylaw 6803 mirrors the regional disposal bans and the City implements programs to raise awareness about these regional bans as well as other guidelines and requirements related to garbage collection and recycling services.

### DID YOU KNOW?

Residents can use [rcbc.bc.ca](http://rcbc.bc.ca) to find recycling drop off locations and disposal tips for more than 120,000 different products.





### METRO VANCOUVER RECYCLES — REUSE AND RECYCLE IN THE REGION

A convenient web tool called Metro Vancouver Recycles makes it easy to connect with people who could use products you don't need, or to find options for recycling products that cannot be included in your curbside collection, visit [metrovanancouverrecycles.org](http://metrovanancouverrecycles.org).

There are also convenient links to online services if you want to sell or give away goods. The following are just a few examples in the Metro Vancouver region:

**MetroVan Reuses**  
[bc.reuses.com](http://bc.reuses.com)

**Richmond Shares**  
[richmondshares.bc.ca](http://richmondshares.bc.ca)

**weRecycle**  
iPhone app (available from iPhone App Store  
and at [metrovanancouverrecycles.org](http://metrovanancouverrecycles.org))

**Metro Vancouver Recycling Directory**  
[metrovanancouverrecycles.org](http://metrovanancouverrecycles.org)

### COMPOST HOTLINE

Richmond encourages composting and connects residents to the Compost Hotline.

The Compost Hotline is a community program that provides additional support and tips for best practices in home composting. The Compost Hotline for the Metro Vancouver region is operated by City Farmer. City Farmer has researched and promoted the best methods of urban composting since 1978. In addition to the Compost Hotline, they maintain the Vancouver Compost Demonstration Garden.

**Compost Hotline**  
Phone: 604-736-2250  
Email: [composthotline@telus.net](mailto:composthotline@telus.net)



### TIP FOR RESIDENTS

weRecycle is a free iPhone app that provides mobile access to Metro Vancouver Recycles database. All you do is enter a material and hit search to find the closest donation and recycling locations.

Visit [metrovanancouverrecycles.org](http://metrovanancouverrecycles.org) to download the free app from the iPhone App Store.



Product stewardship is successful thanks to partnership. The program includes several stakeholders working together to ensure that products no longer being used by consumers are managed in an environmentally responsible manner. The key participants in these programs are the BC government, local governments, producers, retailers and consumers who bring their products to designated collection sites when they are at their end of life.



### TIP FOR RESIDENTS

Many electronics products can be reused by others and there are convenient services to sell them or give them away. You can also give them to a number of organizations who accept donated equipment to redistribute in the community. Please contact these agencies in advance to ensure they will accept specific items for donation.

BC Electronics Material Exchange: [bcmex.ca](http://bcmex.ca)  
Free Geek Vancouver: [freegeekvancouver.org](http://freegeekvancouver.org)

## RECYCLING COUNCIL OF BRITISH COLUMBIA (RCBC)

Richmond works with the Recycling Council of British Columbia (RCBC) to promote awareness and education about recycling. RCBC is a multi-sectoral, non-profit, membership driven organization that promotes the principles of zero waste through information services, the exchange of ideas and research. It is Canada's longest-serving recycling council.

RCBC also provides information and resources to support recycling in the community. They offer a Recycling Hotline that provides a free, province-wide live information service for recycling, pollution prevention, waste avoidance, safe disposal options and regulations. Their live Hotline Information Officers answer over 120,000 inquiries each year, providing information to B.C. residents from its comprehensive database containing over 120 product and service categories and 4,000 listings of businesses, services, organizations and programs, covering a wide range of topics.

Other resources include material exchange programs for residents and businesses, and an online tool and smart phone app to find recycling drop off locations, called the RCBC Recyclepedia at [rcbc.bc.ca/recyclepedia](http://rcbc.bc.ca/recyclepedia).

### RCBC COMMUNITY RESOURCES

#### Recycling Hotline

Monday to Friday, 9 a.m. to 4 p.m.

Phone: 604-RECYCLE (604-732-9253)

Email: [hotline@rcbc.bc.ca](mailto:hotline@rcbc.bc.ca)

Smart Phone App: BC Recyclepedia App

(available at iPhone App Store and Android Market)

### RCBC MATERIALS EXCHANGE PROGRAM (MEX)

The RCBC MEX program is a completely self-serve web-based program comprised of Residential Reuse Programs and the BC Industrial Materials Exchange (BC IMEX) and is available at [bc.reuses.com](http://bc.reuses.com).

**DID YOU KNOW?**

Bike tires can be recycled simply by dropping them off for free at a number of participating bike retailers across BC. The program includes all types of bike tires and tubes, except for tubular tires, which are attached to special rims by glue and are not commonly used anymore. This industry-led recycling program is funded by Tire Stewardship BC and you can locate the nearest drop-off location at [tirestewardshipbc.ca/bike.php](http://tirestewardshipbc.ca/bike.php) or call 1-866-759-0488.



## PRODUCT STEWARDSHIP PROGRAMS

The City of Richmond works with local companies and organizations like Product Care and Encorp to support BC's Product Stewardship Programs.

These programs are often called take back programs or Extended Producer Responsibility (EPR) programs, and they are based on the principle that whoever designs, produces, sells or uses a product is also responsible for minimizing that product's environmental impact. The key participants in these programs are the BC government, local governments, producers, retailers and consumers who bring their products to designated collection sites when they are at their end of life. The cost of these programs is covered by consumers and producers,

sometimes in the form of a deposit or levy that is charged at the time of purchase. In the case of beverage containers, there are refunds available when they are returned at a collection site.

Take back programs are important as they expand the opportunities for recycling beyond the curbside collection services. There are many household items that can be recycled through businesses and organizations in the community who participate in BC's Product Stewardship Program. Many of these items are also considered hazardous waste, and they are restricted from garbage as they are not accepted at the landfill. The take back programs help to ensure that these expired or end-of-life products will be disposed of safely, and recycled where possible.

### PRODUCTS CURRENTLY INCLUDED IN THE PRODUCT STEWARDSHIP PROGRAM

- |  |   |  |
|--|---|--|
| <ul style="list-style-type: none"> <li>• Paint products, flammable liquids, gasoline, pesticides and solvents</li> <li>• Beverage containers</li> <li>• Electronics and electrical products</li> <li>• Car batteries</li> <li>• Cell Phones</li> </ul> | <ul style="list-style-type: none"> <li>• Pharmaceutical</li> <li>• Motor oil, oil filters and empty oil containers</li> <li>• Vehicle tires</li> <li>• Compact fluorescent lamps (CFLs) including fluorescent tubes</li> <li>• Thermostats</li> </ul> | <ul style="list-style-type: none"> <li>• Small appliances</li> <li>• Lead acid batteries</li> <li>• Used oil and antifreeze</li> <li>• Carbon monoxide and smoke alarms</li> </ul> |
|--|---|--|

### PRODUCTS BEING CONSIDERED FOR EXPANDED RECYCLING THROUGH PRODUCT STEWARDSHIP

- Packages and printed paper program

For more information, visit [bcstewards.ca](http://bcstewards.ca)



## PRODUCT STEWARDSHIP PROGRAM CATEGORIES

The following categories highlight the products that can be returned to retailers and other community partners. For a list of drop off locations for each category, please see the Tips and Resources section.

TAKE BACK PROGRAMS	WHAT IS INCLUDED	STEWARDSHIP AGENCY
<b>BEVERAGE CONTAINERS</b>	Almost all types of beverage containers.	<p>Encorp Pacific (Canada)</p> <p><b>Contact</b>  <a href="http://return-it.ca">return-it.ca</a>            1-800-330-9767 or 604-473-2400  <a href="mailto:encorp@encorpinc.com">encorp@encorpinc.com</a></p> <p><b>Note:</b> Beverage containers like pop and juice cans and bottles can be recycled with the Blue Box or Blue Cart or can be dropped off at Richmond's Recycling Depot as part of the City's recycling services. Beverage containers can also be returned for a refund on the deposit at a number of Return-It Depots locations in Richmond.</p>
<b>ELECTRONICS</b>	Televisions and computer and printer products such as desktop computers, display devices, portable (laptop) computers, desktop printers and fax machines and computer accessories like keyboards, pointing devices, track balls and mice.	<p>Electronic Stewardship Association of BC (ESABC) with the help of BC's Product Care Association</p> <p><b>Contact</b>  <a href="http://return-it.ca/electronics">return-it.ca/electronics</a>            1-800-473-2411  <a href="http://cwisehart.esabc.ca">cwisehart.esabc.ca</a></p>
<b>CELL PHONES</b>	Mobile/wireless devices that connect to a cellular or paging network, including all cell phones, smart phones, wireless personal digital assistants (PDAs), external air cards and pagers, as well as cell phone batteries and accessories, including headsets and chargers.	<p>Canadian Wireless Telecommunications Association</p> <p><b>Contact</b>  <a href="http://RecycleMyCell.ca">RecycleMyCell.ca</a>            1-888-797-1740  <a href="mailto:info@recyclemycell.ca">info@recyclemycell.ca</a></p>
<b>BATTERIES</b>	Household batteries.	<p>Call2Recycle</p> <p><b>Contact</b>  <a href="http://call2recycle.ca">call2recycle.ca</a>            1-888-224-9764  <a href="mailto:info@call2recycle.ca">info@call2recycle.ca</a></p>
<b>SMALL APPLIANCES "UNPLUGGED"</b>	Kitchen countertop appliances (e.g. toasters, microwaves, coffee makers and food processors), electric bathroom scales, hair dryers, carpet cleaners, vacuum cleaners and portable fans.	<p>Unplugged is a non-profit, province-wide, small electrical appliance recycling program in B.C. and the first of its kind in Canada through the Canadian Electrical Stewardship Association (CESA) with the help of BC's Product Care Association</p> <p><b>Contact</b>  <a href="http://unpluggedrecycling.ca">unpluggedrecycling.ca</a>            1-877-670-2372</p>

### DID YOU KNOW?

100% of brewer packaging is either reusable or recyclable, and in addition to standard beer cans and bottles, brewers reuse or recycle their aluminium kegs and their secondary packaging including plastic shrink wrap, cardboard and wooden pallets.

### DID YOU KNOW?

Lead acid (car) batteries are a hazardous waste product that require special handling for proper disposal. The Interstate Battery System of Canada, Inc (ISBC) and the Canadian Battery Association work together to support product stewardship for take back of car batteries.





## TAKE BACK PROGRAMS WHAT IS INCLUDED

## STEWARDSHIP AGENCY

### FLUORESCENT LIGHTS AND TUBES

Fluorescent lights accepted in this program include compact fluorescent lights (CFLs), and fluorescent tubes in sizes that are 8 feet or shorter (T5s, T8s or T12s).

Product Care and the Electrical Equipment Manufacturers Association of Canada (EEMAC)

**Contact**  
lightrecycle.ca  
604-592-2972  
contact@productcare.org

### TIRES

Car tires, truck tires and some agricultural and logger/skidder tires.

Tire Stewardship BC (TSBC)

**Contact**  
tsbc.ca  
1-866-759-0488

### THERMOSTATS "SWITCH THE 'STAT"

Thermostats.

Heating, Refrigeration and Air Conditioning Institute of Canada in partnership with the Canadian Institute of Plumbing and Heating, and delivered by Summerhill Impact.

**Contact**  
switchthestat.ca  
416-922-2448 (ext 367)  
switchthestat@summerhillgroup.ca

### USED OIL AND ANTIFREEZE

Motor oil, oil filters, empty oil containers, anti-freeze and used antifreeze containers.

BC Used Oil Management Association

**Contact**  
usedoilrecycling.com/bc  
604-703-1990  
rdriedger@usedoilrecycling.ca

### PAINTS, SOLVENTS, PESTICIDES AND GASOLINE

Interior/exterior latex, alkyd, enamel and oil-based, porch, floor and deck paints, stains, paint aerosols, varnishes and urethanes, primers and sealers, flammable liquids like paint thinner or camp fuels, gasoline, pesticides and solvents.

Product Care

**Contact**  
productcare.org/BC-Paint-Program

### MEDICATION

All expired or leftover prescription medication, non-prescription medication and mineral supplements.

The BC Medications Return Program is a product stewardship initiative funded by the pharmaceutical and consumer health products industries

**Contact**  
medicationsreturn.ca  
613-723-6282  
info@medicationreturn.ca

### DID YOU KNOW?

Recycled tires are used in products such as athletic tracks, playground safety surfaces, synthetic turf fields and roofing products.

A large, faint recycling symbol (three chasing arrows forming a triangle) is centered in the background of the page.

# LET'S MAKE RECYCLING A WAY OF LIFE!



## TIPS AND RESOURCES

In Richmond, we care about our community, and we are working together to trim our waste. The City works with residents and community partners to make it easy and convenient to reuse and recycle at home and on the go. It's all about making recycling a way of life. This at-a-glance resource on the various types of recycling programs and services available through the City of Richmond is a valuable guide to support being recycling smart in Richmond. The Tips and Resources include highlights such as how and where to recycle, what to do with hazardous waste and where to find additional information.

Resources also include contact information and locations for Richmond services and community partners involved in take-back services through product stewardship programs. Together these tips and resources help to support maximum recycling with minimum contamination in the waste going to the landfill.

.....

# LET'S GET TO 70% BY MAXIMIZING OUR BLUE BOX AND BLUE CART RECYCLING!

## BLUE BOX

In Richmond, recyclable materials from blue boxes, blue bags and yellow bags are collected from single-family homes and some townhome complexes on the same day that garbage is collected.

The residential Recycling and Garbage Schedule 2012 is available on the Internet at [www.richmond.ca/recycle](http://www.richmond.ca/recycle) or call 604-276-4010 to request a copy. Recyclable materials are banned from the garbage.



	NEWSPRINT	PAPER PRODUCTS	CORRUGATED CARDBOARD	CONTAINERS
<b>WHAT TO RECYCLE</b>	<ul style="list-style-type: none"> <li>Newspaper</li> <li>Non-glossy flyers and inserts</li> </ul>	<ul style="list-style-type: none"> <li>100% fibre paper</li> <li>Glossy paper</li> <li>Empty pizza boxes</li> <li>Junk mail</li> <li>Magazines &amp; catalogues</li> <li>Office papers</li> <li>Paper boxes</li> <li>Paper egg cartons</li> <li>Window envelopes</li> </ul>	<ul style="list-style-type: none"> <li>Small pieces of clean corrugated cardboard</li> <li>Clean corrugated cardboard boxes</li> <li>One bundle per week</li> <li>Oversized/excessive amounts can be dropped off at the City Recycling Depot</li> </ul>	<ul style="list-style-type: none"> <li>Aluminium food &amp; beverage cans, foil and plates</li> <li>Tin cans</li> <li>Glass food &amp; beverage containers</li> <li>Rigid plastic containers with coding ♻️♻️♻️</li> </ul>
<b>HOW TO RECYCLE</b>	Place items in Blue Bag	Place in Yellow Bag <ul style="list-style-type: none"> <li>Remove all food scraps</li> <li>Remove plastic liners</li> <li>Remove metal attachments</li> <li>Flatten</li> </ul>	Set at curb with Blue Box <ul style="list-style-type: none"> <li>Flatten and place in yellow bags; or</li> <li>Flatten and bundle, to 3 ft x 2 ft x 4 in (90 cm x 60 cm x 10 cm)</li> </ul>	Place in Blue Box <ul style="list-style-type: none"> <li>Rinse clean</li> <li>Remove lids</li> <li>Remove labels</li> <li>Flatten</li> </ul>
<b>DO NOT INCLUDE</b>	<ul style="list-style-type: none"> <li>Other types of paper</li> <li>Strings</li> <li>Plastic or paper bags</li> </ul>	<ul style="list-style-type: none"> <li>Bathroom tissue</li> <li>Carbon paper</li> <li>Drink boxes</li> <li>Metallic gift wrap</li> <li>Milk cartons</li> <li>Paper clips</li> <li>Paper towels</li> <li>Plastic bags</li> <li>Plastic tabs</li> <li>Tissue paper</li> <li>Waxed paper</li> </ul>	<ul style="list-style-type: none"> <li>Plastic or wax coated cardboard</li> <li>Unflattened boxes</li> </ul>	<ul style="list-style-type: none"> <li>Aerosol cans</li> <li>Containers with code ♻️♻️♻️</li> <li>Ceramics (plates/cups)</li> <li>Drinking glasses</li> <li>Flower pots</li> <li>Fluorescent tubes</li> <li>Light bulbs</li> <li>Milk cartons</li> <li>Motor oil containers</li> <li>Other plastics (plastic film and grocery bags)</li> <li>Styrofoam</li> <li>Window glass</li> </ul>

### Set Out Time

Before 7:30 a.m. on collection day.

### Report a Missed Collection

Call 604-276-4010 or email [garbageandrecycling@richmond.ca](mailto:garbageandrecycling@richmond.ca).

### How to Get a Blue Box, Blue Bag or Yellow Bag

There is no charge for new or replacement blue boxes, blue bags or yellow bags.

For additional boxes and bags call 604-276-4010, order them online at [www.richmond.ca/recycle](http://www.richmond.ca/recycle), or pick them up at the following locations:

### City Recycling Depot

5555 Lynas Lane  
Wednesday to Sunday (Closed on Mondays, Tuesdays & Statutory Holidays)  
9:00 a.m. to 6:15 p.m.

### City Hall

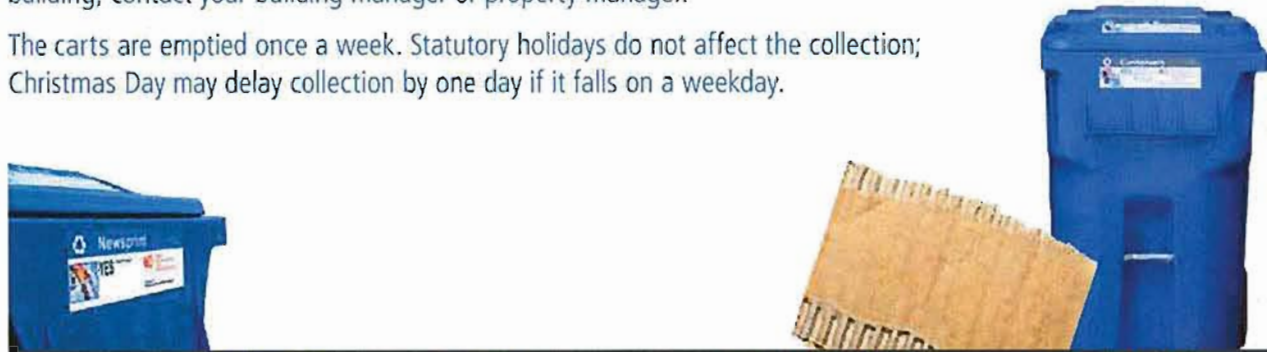
6911 No. 3 Road  
Monday to Friday (Closed on Saturdays, Sundays & Statutory Holidays)  
8:15 a.m. to 5:00 p.m.



## BLUE CART

All vertically stacking multi-family dwellings and some townhome complexes have a recycling depot consisting of a number of blue recycling carts. They are generally located in the garbage room or other convenient location. For information about the recycling depot location in your building, contact your building manager or property manager.

The carts are emptied once a week. Statutory holidays do not affect the collection; Christmas Day may delay collection by one day if it falls on a weekday.



	NEWSPRINT	PAPER PRODUCTS	CORRUGATED CARDBOARD	CONTAINERS
<b>WHAT TO RECYCLE</b>	<ul style="list-style-type: none"> <li>Newspaper</li> <li>Non-glossy flyers and inserts</li> </ul>	<ul style="list-style-type: none"> <li>100% fibre paper</li> <li>Glossy paper</li> <li>Empty pizza boxes</li> <li>Junk mail</li> <li>Magazines &amp; catalogues</li> <li>Office papers</li> <li>Paper boxes</li> <li>Paper egg cartons</li> <li>Window envelopes</li> </ul>	<ul style="list-style-type: none"> <li>Small pieces of clean corrugated cardboard</li> <li>Clean corrugated cardboard boxes</li> <li>Oversized/excessive amounts can be dropped off at the City Recycling Depot.</li> </ul>	<ul style="list-style-type: none"> <li>Aluminium food &amp; beverage cans, foil and plates</li> <li>Tin cans</li> <li>Glass food &amp; beverage containers</li> <li>Rigid plastic containers with coding ♻️♻️♻️</li> </ul>
<b>HOW TO RECYCLE</b>	Place items in Newsprint Blue Recycling Cart	Place in Paper Products Blue Recycling Cart <ul style="list-style-type: none"> <li>Remove all food scraps</li> <li>Remove plastic liners</li> <li>Remove metal attachments</li> <li>Flatten</li> </ul>	Place in Paper Products Blue Recycling Cart or place in onsite Corrugated Cardboard recycling container <ul style="list-style-type: none"> <li>Flatten</li> <li>Cut to 1 ft x 1 ft (30 cm x 30 cm)</li> </ul>	Place in Blue Box <ul style="list-style-type: none"> <li>Rinse clean</li> <li>Remove lids</li> <li>Remove labels</li> <li>Flatten</li> </ul>
<b>DO NOT INCLUDE</b>	<ul style="list-style-type: none"> <li>Other types of paper</li> <li>Strings</li> <li>Plastic or paper bags</li> </ul>	<ul style="list-style-type: none"> <li>Bathroom tissue</li> <li>Carbon paper</li> <li>Drink boxes</li> <li>Metallic gift wrap</li> <li>Milk cartons</li> <li>Paper clips</li> <li>Paper towels</li> <li>Plastic bags</li> <li>Plastic tabs</li> <li>Tissue paper</li> <li>Waxed paper</li> </ul>	<ul style="list-style-type: none"> <li>Plastic or wax coated cardboard</li> <li>Un-flattened boxes</li> </ul>	<ul style="list-style-type: none"> <li>Aerosol cans</li> <li>Containers with code ♻️♻️♻️</li> <li>Ceramics (plates/cups)</li> <li>Drinking glasses</li> <li>Flower pots</li> <li>Fluorescent tubes</li> <li>Light bulbs</li> <li>Milk cartons</li> <li>Motor oil containers</li> <li>Other plastics (plastic film and grocery bags)</li> <li>Styrofoam</li> <li>Window glass</li> </ul>

### Cart Emptying

Some carts are retrieved from their site, however, some are brought out to a collection area.

Carts brought out must be at the collection area before 7:30 a.m.

### Report a Missed Collection

Call 604-276-4010 or email [garbageandrecycling@richmond.ca](mailto:garbageandrecycling@richmond.ca).

### How to Get an Indoor Collection Bag for Blue Cart Recycling

There is no charge for new or replacement blue cart recycling bags. For additional bags call 604-276-4010, order them online at [www.richmond.ca/recycle](http://www.richmond.ca/recycle), or pick them up at the City Recycling Depot.

### City Recycling Depot

5555 Lynas Lane  
Wednesday to Sunday (Closed on Mondays, Tuesdays & Statutory Holidays)  
9:00 a.m. to 5:15 p.m.



## TURNING WASTE INTO RESOURCES!

Let's turn our food scraps and yard trimmings into nutrient-rich soil...

**1** Food scraps + yard trimmings



Green Can or Green Cart

**2**

**3** Composting facility



**4** Composting soil



Use compost to grow food and for gardening

**5**

**CYCLE BACK TO STEP 1!**

## GREEN CAN

Green Can food scraps and yard trimmings are collected weekly for single-family homes and some multi-family homes. Collection occurs on the same day garbage and Blue Box recycling is picked up.

There is no limit on the amount of food scraps and/or yard trimmings disposed. However, all food scraps and yard trimmings must be contained in:

- 80 litres or smaller garbage type container, must weigh less than 20 kg (44 lbs) when filled and affixed with Green Can decal; or
- Paper yard waste bags or secure tied bundles no more than 3 ft in length and 2 ft thick

	FOOD SCRAPS	YARD TRIMMINGS
<b>WHAT TO RECYCLE</b>	<ul style="list-style-type: none"> <li>• Fruit</li> <li>• Breads, pasta, rice &amp; noodles</li> <li>• Coffee grounds &amp; filters</li> <li>• Table scraps &amp; food scrapings</li> <li>• Meat, poultry, fish, shellfish &amp; bones</li> <li>• Eggshells</li> <li>• Paper towels/napkin/plates</li> <li>• Pizza delivery boxes</li> <li>• Vegetables</li> <li>• Tea bags</li> <li>• Dairy products</li> </ul>	<ul style="list-style-type: none"> <li>• Flowers</li> <li>• Grass clippings</li> <li>• Leaves</li> <li>• Other organic yard materials</li> <li>• Plants (living or dead/dried)</li> <li>• Plant trimmings</li> <li>• Tree &amp; hedge prunings</li> </ul>
<b>HOW TO RECYCLE</b>	<ul style="list-style-type: none"> <li>• Collect food scraps in kitchen food scraps container</li> <li>• Empty kitchen food scraps container contents in Green Can</li> </ul>	<ul style="list-style-type: none"> <li>• Set Green Cans, with Green Can decal facing the street, at the curb along with unlimited paper yard waste bags, tied bundles of yard trimmings by 7:30 a.m. on collection day.</li> </ul>
<b>DO NOT INCLUDE</b>	<ul style="list-style-type: none"> <li>• Cereal &amp; cracker box liners</li> <li>• Chips &amp; cookie bags</li> <li>• Coffee cups</li> <li>• Cork or Styrofoam cups, meat trays or takeout containers</li> <li>• Dental floss</li> <li>• Diapers &amp; baby wipes</li> <li>• Grease or liquids</li> <li>• Makeup remover pads, cotton swabs &amp; balls</li> <li>• Pet feces or kitty litter</li> <li>• Plastic bags, biodegradable or compostable bags</li> <li>• Plastic wraps</li> <li>• Takeout containers</li> <li>• Vacuum contents/bags</li> </ul>	<ul style="list-style-type: none"> <li>• Diseased plants</li> <li>• Garden hoses or flower pots</li> <li>• Prunings over 4 inches (10 cm) in diameter</li> <li>• Rocks, dirt or sod</li> <li>• Wood products</li> </ul>

### Yard Trimmings Drop-off Locations

Richmond residents can drop off yard trimmings (see above for materials accepted) at the following locations, free of charge with proof of residency.

Charge will be applied to anyone deemed to be operating for commercial purposes.

### Ecowaste Industries

15111 Williams Road  
Open Monday to Friday from 7:00 a.m. to 6:00 p.m.  
(last load in at 5:00 p.m.)  
Visit [ecowaste.com](http://ecowaste.com) or call 604-277-1410 for detailed information.

### City Recycling Depot

5555 Lynas Lane  
Wednesday to Sunday (Closed on Mondays, Tuesdays & Statutory Holidays)  
9:00 a.m. to 6:15 p.m.

No charge for dropping off amounts less than one cubic yard (a car, station wagon or minivan load). Large loads are charged a fee of \$20.00 per cubic yard.



## HOME COMPOSTING

Home composting turns your food scraps and yard trimmings into nutrient-rich soil that can be spread on lawns and flowerbeds.

### BACKYARD COMPOST BIN

"Garden Gourmet" compost bins are available to Richmond residents at the Recycling Depot for \$25.00 plus tax. The bin dimensions are 36 inches (90 cm) high, 22 inches (56 cm) wide and 22 inches (56 cm) deep. They are suitable for residential backyard composting of grass, leaves, vegetable trimmings, fruit trimmings and other miscellaneous organic garden trimmings.

### COMPOSTING WORKSHOPS

To learn about composting, attend a Richmond composting workshop, which are held from March to September. Visit [www.richmond.ca/register](http://www.richmond.ca/register) for workshop dates and locations or call Parks & Recreation at 604-276-4300 and press '2' from Monday to Friday between 8:30 a.m. to 5:30 p.m.

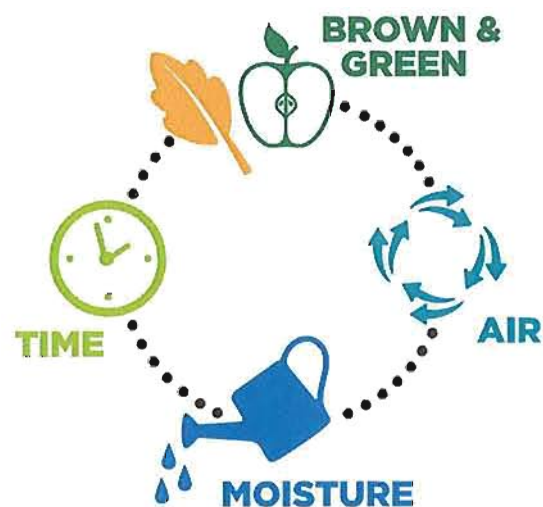
### REGIONAL COMPOST HOTLINE

For composting questions, call the regional Compost Hotline at 604-736-2250.

### COMPOST DEMONSTRATION GARDEN

A compost demonstration garden is located at 2631 Westminster Highway in the Terra Nova Rural Park. Composting demonstration units are on display for viewing year-round, from dawn to dusk.

### THE "RECIPE":

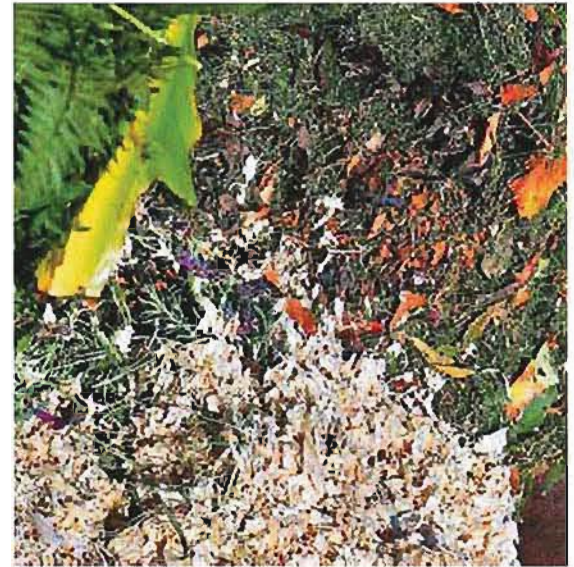


#### Green Materials:

- PLANT TRIMMINGS
- FRUIT & VEGETABLE PEELINGS
- FRESH GRASS CLIPPINGS
- COFFEE GROUNDS & TEA LEAVES

#### Brown Materials:

- DRY LEAVES
- SAWDUST
- STRAW
- SHREDDED NEWSPAPER CLIPPINGS



**1** START WITH A GOOD LAYER OF COARSE ORGANIC MATERIAL, SUCH AS STRAW, LEAVES OR PRUNING AT THE BOTTOM TO ALLOW AIR TO CIRCULATE.

**2** ADD A GOOD LAYER OF NITROGEN-RICH GREEN MATERIAL FOLLOWED BY ONE LAYER OF CARBON-RICH BROWN MATERIAL, UNTIL THE BIN IS FULL.

**3** COMPOST REQUIRES AIR. TURN AND STIR YOUR COMPOST WEEKLY SO THE ORGANISMS GET NECESSARY OXYGEN.

**4** COMPOST REQUIRES MOISTURE. WATER YOUR COMPOST BIN FREQUENTLY, TO ENSURE IT STAYS AS MOIST AS A WRUNG-OUT SPONGE.


**5** GIVE IT TIME - IN 12-18 MONTHS, MATERIAL AT THE BOTTOM AND MIDDLE OF THE BIN SHOULD BE COMPOSTED. USE THIS THROUGHOUT YOUR GARDEN. USE THE UN-COMPOSTED MATERIAL TO START A NEW BATCH. CHIPPING OR CHOPPING THE MATERIAL CAN INCREASE THE SPEED OF THE PROCESS. REGULAR AERATION IS KEY TO SUCCESSFUL COMPOSTING.



# REACHING OUR GOAL IS EASIER THAN EVER WITH THE CITY RECYCLING DEPOT!

## RECYCLING DEPOT

The City of Richmond Recycling Depot is located at 5555 Lynas Lane and is open from Wednesday through Sunday from 9:00 a.m. to 6:15 p.m. The depot accepts large appliances, large metal items and yard trimmings, as well as recyclables normally placed at curbside.

Residents are encouraged to use the curbside recyclables collection for rigid plastic codes , newsprint and mixed paper. Businesses are encouraged to subscribe to onsite collection services if a large quantity of recyclables is produced. Residents and small business operators can drop off only 1 cubic yard of recyclables and 3 large appliances at the depot per day.

In addition, the depot is a Provincial Product Stewardship (Take Back) Collection site for paint, solvents, flammable liquids, pesticides and small appliances.



	NEWSPAPER	MIXED PAPER	CORRUGATED CARDBOARD	MAGAZINES
<b>WHAT TO RECYCLE</b>	<ul style="list-style-type: none"> <li>Newspaper</li> <li>Non-glossy flyers and inserts</li> </ul>	<ul style="list-style-type: none"> <li>Cereal &amp; paper boxes</li> <li>Envelopes</li> <li>Junk mail</li> <li>Non-glossy inserts</li> <li>Office papers</li> <li>Packaged food boxes</li> <li>Paper egg cartons</li> <li>Paperback books</li> <li>Telephone books</li> </ul>	<ul style="list-style-type: none"> <li>Clean corrugated cardboard boxes</li> <li>Clean pizza boxes</li> </ul>	<ul style="list-style-type: none"> <li>Glossy catalogues</li> <li>Glossy flyers</li> <li>Glossy magazines</li> </ul>
<b>HOW TO RECYCLE</b>	<b>Place in Newsprint bin</b> <ul style="list-style-type: none"> <li>Do not bag or bundle</li> </ul>	<b>Place in Mixed Paper bin</b> <ul style="list-style-type: none"> <li>Remove all food scraps</li> <li>Remove plastic liners &amp; tabs</li> <li>Remove metal attachments</li> <li>Flatten</li> </ul>	<b>Place in Corrugated Cardboard bin</b> <ul style="list-style-type: none"> <li>Flatten</li> <li>Discard Styrofoam &amp; plastic packaging</li> </ul>	<b>Place in Magazine bin</b> <ul style="list-style-type: none"> <li>Remove plastic covers</li> </ul>
<b>DO NOT INCLUDE</b>	<ul style="list-style-type: none"> <li>Glossy paper</li> <li>Mixed paper products</li> <li>Paperback books</li> <li>Shopping bags</li> <li>Packing paper</li> </ul>	<ul style="list-style-type: none"> <li>Bathroom tissue</li> <li>Corrugated cardboard</li> <li>Drink boxes</li> <li>Juice boxes</li> <li>Metallic gift wrap</li> <li>Milk cartons</li> <li>Paper towels</li> <li>Pizza boxes</li> <li>Plastic bags</li> <li>Tissue paper</li> <li>Waxed paper</li> </ul>	<ul style="list-style-type: none"> <li>Plastic or waxed coated cardboard</li> <li>Styrofoam packaging material</li> <li>Un-flattened boxes</li> </ul>	<ul style="list-style-type: none"> <li>Drinking boxes</li> <li>Mixed paper</li> <li>Newspaper</li> <li>Paperback books</li> <li>Pizza boxes</li> <li>Waxed paper</li> </ul>



**DID YOU KNOW?**

Used cooking oil, animal fat and grease require proper disposal. It's important to make sure these products are not poured down the drain as this results in blockages in sewer lines. Instead, Richmond residents can drop off used cooking oil, animal fat and grease at the Recycling Depot at 5555 Lynas Lane for recycling.

The proper disposal of these products helps to prevent problems such as sewage back-ups and other operational impacts that affect the operation of the sewer system and its infrastructure. For more information on proper disposal of household products, visit [www.richmond.ca/recycle](http://www.richmond.ca/recycle).



	<b>PLASTIC CONTAINERS</b> ♻️♻️♻️	<b>GLASS BOTTLES &amp; JARS</b>	<b>ALUMINIUM &amp; TIN CANS</b>	<b>COOKING OIL &amp; ANIMAL FAT</b>	<b>YARD TRIMMINGS</b>
<b>WHAT TO RECYCLE</b>	<ul style="list-style-type: none"> <li>Rigid plastic containers with coding ♻️♻️♻️</li> <li>Beverage containers</li> <li>Dairy containers &amp; milk jugs</li> <li>Detergent &amp; shampoo bottles</li> <li>Food containers</li> </ul>	<ul style="list-style-type: none"> <li>Glass bottles &amp; food jars (clear &amp; coloured)</li> </ul>	<ul style="list-style-type: none"> <li>Aluminium foil</li> <li>Clean aluminium pie plates</li> <li>Food &amp; beverage cans</li> </ul>	<ul style="list-style-type: none"> <li>Cooking oil</li> <li>Animal fat or grease</li> </ul> <p>Note: this program is limited to hydrogenated and non-hydrogenated food-based oils and fat only</p>	<ul style="list-style-type: none"> <li>Branches &amp; limbs</li> <li>Trees &amp; shrubs</li> <li>Grass &amp; leaves</li> </ul> <p><b>Drop-off Limits &amp; Charges</b> Richmond residents can drop off one cubic yard free at the City's Recycling Depot. Charged \$20.00 per cubic yard if over limit. Commercial operators are charged \$20.00 per cubic yard</p>
<b>HOW TO RECYCLE</b>	<p><b>Place in Plastics Containers bin</b></p> <ul style="list-style-type: none"> <li>Rinse</li> <li>Remove lids or caps</li> <li>Remove labels (if possible)</li> <li>Flatten</li> </ul>	<p><b>Place in Clear Glass or Coloured Glass bin</b></p> <ul style="list-style-type: none"> <li>Rinse</li> <li>Remove and discard caps</li> </ul>	<p><b>Place in Tin &amp; Aluminium Cans bin</b></p> <ul style="list-style-type: none"> <li>Rinse</li> <li>Remove labels</li> <li>Flatten cans</li> </ul>	<ul style="list-style-type: none"> <li>Bring cooking oil and animal fats/grease in food cans or other suitable containers</li> <li>Up to 2 x 5-litre containers are accepted</li> </ul>	<p><b>Place in area marked Trees &amp; Shrubs or Grass &amp; Leaves bin</b></p> <ul style="list-style-type: none"> <li>Limbs/trunks up to 4 inches (10 cm) in diameter only</li> <li>De-bag all material at the depot</li> </ul>
<b>DO NOT INCLUDE</b>	<ul style="list-style-type: none"> <li>Aerosol cans</li> <li>Flower pots</li> <li>Milk cartons</li> <li>Motor oil containers</li> <li>Other plastics</li> <li>Plastic bags</li> <li>Styrofoam</li> <li>Plastic film</li> </ul>	<ul style="list-style-type: none"> <li>Aquariums</li> <li>Ceramics (plates/cups)</li> <li>Drinking glasses</li> <li>Fluorescent tubes</li> <li>Headlights</li> <li>Light bulbs</li> <li>Mirrors</li> </ul>	<ul style="list-style-type: none"> <li>Aerosol cans</li> <li>Fuel cans</li> <li>Paint cans</li> </ul>	<ul style="list-style-type: none"> <li>Vehicle oil or fluids</li> </ul>	<ul style="list-style-type: none"> <li>Asphalt or concrete</li> <li>Soil and/or Dirt</li> <li>Large limbs</li> <li>Lumber or wood products</li> <li>Plastic bags</li> <li>Rocks or stones</li> <li>Sod</li> <li>Stumps</li> </ul>







	PAINTS, SOLVENTS & PESTICIDES	LARGE METAL ITEMS	LARGE APPLIANCES	SMALL APPLIANCES	RESIDENTIAL FLUORESCENT LAMPS
<b>WHAT TO RECYCLE</b>	<ul style="list-style-type: none"> <li>Domestic pesticides Max. size: 10 L / 2.6 gal</li> <li>Flammable aerosols Max. size: 660 g / 24 oz</li> <li>Flammable liquids Max. size: 10 L / 2.6 gal</li> <li>Gasoline Max. size: 25 L / 6.5 gal</li> <li>Household paints Max. size: 18.9 L / 4.9 gal, full or empty)</li> <li>Paint aerosols Max. size: 660 g / 24 oz, full or empty)</li> </ul>	<ul style="list-style-type: none"> <li>Bike frames</li> <li>Clean 45 gal drums (one end open)</li> <li>Clean automotive parts</li> <li>Clean barbeques</li> <li>Lawn chairs</li> <li>Lawn mowers</li> <li>Sheet / scrap metal</li> <li>Steel coat hangers</li> <li>Steel or lead piping</li> </ul>	<ul style="list-style-type: none"> <li>Dishwashers</li> <li>Fridges &amp; freezers</li> <li>Furnaces</li> <li>Hot water tanks</li> <li>Metal microwaves</li> <li>Stoves</li> <li>Video cassette recorders/players</li> <li>Washing machines &amp; dryers</li> </ul>	<ul style="list-style-type: none"> <li>Kitchen countertop</li> <li>Personal care</li> <li>Floor cleaning</li> <li>Weight measurement</li> <li>Garment care</li> <li>Air treatment</li> <li>Time measurement</li> <li>Designated very small items</li> </ul>	<ul style="list-style-type: none"> <li>Compact fluorescent lights (CFLs)</li> <li>Fluorescent tubes – T5s, T8s or T12s (8 ft or shorter)</li> <li>Maximum of 16 per return</li> </ul>
<b>HOW TO RECYCLE</b>	<ul style="list-style-type: none"> <li>In original containers bearing the “flammable” symbol</li> <li>In approved Underwriters Laboratories of Canada (ULC) containers</li> <li>In original containers showing skull &amp; crossbones &amp; Pest Control Product (PCP) numbers</li> </ul>	<b>Place in area marked Large Metal Items or bin</b> <ul style="list-style-type: none"> <li>Remove non-metal attachments</li> <li>Remove fuel tank</li> <li>Drain out gasoline</li> </ul>	<b>Place in area marked Refrigerators &amp; Freezers or Furnaces &amp; Hot Water Tanks or Large Appliances</b> <ul style="list-style-type: none"> <li>Remove door from fridges and leave freon systems complete</li> </ul>	<ul style="list-style-type: none"> <li>Remove all food residue, liquids or vacuum bags</li> </ul>	<ul style="list-style-type: none"> <li>Handle fluorescent lights carefully, wrap lights in paper or place them in original packaging</li> </ul>
<b>DO NOT INCLUDE</b>	<ul style="list-style-type: none"> <li>Brushes, rags &amp; rollers</li> <li>Caulking tubes</li> <li>Cosmetics, health &amp; beauty</li> <li>Diesel, propane or butane</li> <li>Fertilizer</li> <li>Helium tanks</li> <li>Insect repellents, disinfectants &amp; pet products</li> <li>Non-flammable glues &amp; adhesives</li> <li>Products that are leaking or improperly sealed</li> <li>Products that can't be identified</li> <li>Roof patch, tars &amp; grease</li> </ul>	<ul style="list-style-type: none"> <li>Computer monitors</li> <li>Helium tanks</li> <li>Paint cans</li> <li>Propane &amp; fuel tanks</li> <li>Televisions</li> </ul>	<ul style="list-style-type: none"> <li>Large or small furniture (couches, sofas, mattresses, boxsprings)</li> </ul>	<ul style="list-style-type: none"> <li>Appliance not powered by electricity or batteries</li> <li>Large appliances (washers, dryers, dishwashers, ovens)</li> <li>Appliance de-icing for commercial/industrial use</li> <li>Built-in appliances (some microwaves, ceiling fans, central vacuums)</li> <li>Appliances with refrigerant (air conditioners, refrigerators, dehumidifiers)</li> <li>Appliances still containing food residue, liquids or vacuum bags</li> </ul>	<ul style="list-style-type: none"> <li>Broken or punctured CFLs or fluorescent tubes</li> <li>Halogen lights</li> <li>Incandescent lights</li> <li>Light-emitting diode (LED) lights</li> <li>Commercial-use lights</li> </ul>



## GARBAGE

The City's garbage collectors will **not** pick up the following items:

MATERIAL	HOW TO RECYCLE OR DISPOSE
<b>ANIMAL WASTE</b>	<ul style="list-style-type: none"> <li>Call the Recycling Council of BC (RCBC) Recycling Hotline at 604-RECYCLE (732-9253)</li> </ul>
<b>DEMOLITION WASTE</b>	<ul style="list-style-type: none"> <li>Check Metro Vancouver's website at <a href="http://www.metrovancouver.org/buildsmart">www.metrovancouver.org/buildsmart</a> or call the RCBC Recycling hotline at 604-RECYCLE.</li> </ul>
<b>DIRT, ROCK, CONCRETE OR BRICKS</b>	<ul style="list-style-type: none"> <li>Take to Ecowaste Industries. Visit <a href="http://ecowaste.com">ecowaste.com</a> or call 604-277-1410 for accepted items &amp; hours.</li> </ul>
<b>DRYWALL</b>	<ul style="list-style-type: none"> <li>Take to the Vancouver Landfill at 5400 72nd Street, Delta (Maximum 1/2 sheet with paid load of garbage) or Ecowaste Industries. Visit <a href="http://ecowaste.com">ecowaste.com</a> or call 604-277-1410 for accepted items &amp; hours.</li> </ul>
<b>GARBAGE BEYOND THE TWO CAN LIMIT</b>	<ul style="list-style-type: none"> <li>Purchase a \$2.00 Garbage Tag for City facilities and put on can or bag. See Extra Item Disposal Options.</li> </ul>
<b>GARBAGE THAT IS TOO BIG OR MAY DAMAGE TRUCK</b>	<ul style="list-style-type: none"> <li>Take garbage to the City of Vancouver Landfill at 5400 72nd Street, Delta. See Extra Item Disposal Options.</li> </ul>
<b>HAZARDOUS WASTE</b>	<ul style="list-style-type: none"> <li>Call RCBC Recycling Hotline at 604-RECYCLE or visit <a href="http://www.metrovancouverrecycles.org">www.metrovancouverrecycles.org</a>.</li> </ul>
<b>PROVINCIAL PRODUCT STEWARDSHIP COLLECTION (TAKE-BACK) ITEMS</b>	<ul style="list-style-type: none"> <li>Visit <a href="http://bcstewards.com">bcstewards.com</a> or call 604-RECYCLE.</li> </ul>
<b>RECYCLABLES (BLUE BOX &amp; BLUE CART)</b>	<ul style="list-style-type: none"> <li>Place in appropriate recycling receptacle unless it is contaminated by food or other waste.</li> </ul>
<b>UNWRAPPED OR LOOSE GARBAGE</b>	<ul style="list-style-type: none"> <li>Must be in garbage bag or can.</li> </ul>
<b>YARD TRIMMINGS</b>	<ul style="list-style-type: none"> <li>Single-family homes to place at curbside on garbage collection day.</li> <li>If one cubic yard or less, drop off at Recycling Depot. Unlimited amounts can be dropped off at Ecowaste Industries with proof of residency.</li> <li>Check Green Can section for restrictions and accepted materials.</li> </ul>

### Two Can Limit

Garbage is collected weekly for all single-family residents and some townhome complexes.

Garbage pickup in Richmond is limited to two containers (cans or bags) per week for each address or service. A \$2.00 tag is required for each additional container or equivalent.

### How Big Is a "Can"?

For the purposes of garbage pickup in Richmond, each of the following represents one can:

- A garbage can with lid
- Standard size: 19 inches x 22 inches (48 cm x 56 cm)
- Maximum size allowed: 24 inches x 32 inches (61 cm x 81 cm)
- An equivalent container should not exceed 3 cubic feet (100 L)

### How Big Is a Bag?

- Standard size: 24 inches x 36 inches (61 cm x 91 cm)
- Maximum size allowed: 30 inches x 48 inches (76 cm x 120 cm)
- An equivalent item should not exceed 3 feet x 2 feet (91 cm x 60 cm)

### Preparing Garbage for Collection

Loose garbage must be securely packed in plastic bags. This includes ashes, kitty litter, disposal diapers, vacuum cleaner sweepings and other loose household garbage.

To reduce litter and damage by animals, place bags and other garbage in plastic cans wherever possible. Garbage must be packed in plastic bags and then placed in cans with secure lids. Loose plastic bags must not rip when lifted.

All garbage must be placed at curbside, within three feet of the curb, before 7:30 a.m. on collection day. Do not place receptacles or other items on the road.

Residents are responsible for cleaning up any loose materials that have been scattered over the ground by animals, wind or vandalism.

### Extra Item Disposal Options

Purchase Garbage Tags or Garbage Disposal Vouchers to dispose of extra garbage.

#### \$2.00 Garbage Tags

Garbage Tags are available for purchase at all City facilities. One Garbage Tag is good for an additional garbage bag or can.

### Garbage Disposal Vouchers

Richmond residents may purchase a garbage disposal voucher for \$5.00 at all City facilities. These vouchers are good for \$20.00 at the Vancouver Landfill, and are valid anytime. They are limited to one per household. Visit [www.richmond.ca/recycle](http://www.richmond.ca/recycle) for a list of City facilities selling Garbage Tags and Garbage Disposal Vouchers.

### City of Vancouver Landfill Location and Hours

Visit the City of Vancouver Landfill webpage at [Vancouver.ca/engsvcs/solidwaste/landfill/index.htm](http://Vancouver.ca/engsvcs/solidwaste/landfill/index.htm) or call 604-873-7000 for hours of operation and rates.

### Report a Missed Collection

Call 604-276-4010 or email [garbageandrecycling@richmond.ca](mailto:garbageandrecycling@richmond.ca).





## SPECIAL WASTE AND OTHER DISPOSAL ITEMS

Many common household and automotive products must be recycled or disposed through special depots or take back programs. Some are hazardous products that are banned from landfill as they can cause injury or death, or damage to the environment if not handled properly. As an example, hazardous products that are dumped in sewers or green spaces can kill or injure livestock, wildlife and plant life. For the safety of people and the environment, it's essential that we dispose of these materials carefully.

Other products can be recycled to turn waste into resources but they are not accepted in blue boxes due to their size or other factors that affect collection. It is easy and convenient for residents to drop off these products thanks to the City's Recycling Depot and the many community partners who accept these materials through the Product Stewardship Program.

The following is a list of disposal sites. Please note that this information is provided as a reference for your convenience; however, it is not guaranteed. Please call first to confirm that the site is still open to accept these take-back products and to check hours of operation.



### TIP FOR RESIDENTS

To spot hazardous waste, look for the words Danger, Warning, or Caution on the product label, and any of the symbols shown above.



**ANTIFREEZE AND EMPTY CONTAINERS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
Richmond Audi	5680 Parkwood Way	604-279-9663
Canadian Tire	3500 No. 3 Road	604-273-2970
Certigard Petro-Canada	4011 Francis Road	604-277-3620
Cowell Motors Ltd. - Volkswagen	13611 Smallwood Place	604-273-3992
Esso Service	7991 No. 1 Road	604-277-1105
Jaguar Land Rover of Richmond	5660 Parkwood Way	604-273-6068
Lubeworld	10991 No. 4 Road	604-951-6662
Metron Auto Service Ltd.	104 - 8077 Alexandra Road	604-270-1668
Mr. Lube	9120 Westminster Highway	604-273-5823
Rainbow Auto Service	142 - 11788 River Road	604-276-2830

For a complete list of antifreeze or containers accepted, visit <http://usedoilrecycling.com/en/bc> or call 604-RECYCLE.

**APPLIANCES - SMALL<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
City's Recycling Depot	5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot	11020 Horseshoe Way	604-275-0585
OK Bottle Depot	8151 Capstan Way	604-244-0008
Regional Recycling Richmond	13300 Vulcan Way	604-276-8270

For a complete list of small appliances accepted, visit [unpluggedrecycling.ca](http://unpluggedrecycling.ca) or call 604-RECYCLE.

**AUDIO VISUAL AND CONSUMER ELECTRONICS EQUIPMENT<sup>DB</sup>, TELEPHONES & TELEPHONE ANSWERING SYSTEMS<sup>DB</sup>, TELEVISIONS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
Best Buy	700 - 5300 No. 3 Road	604-273-7335
Future Shop	102 - 5300 No. 3 Road	604-232-9772
Ironwood Bottle & Return-It Depot	11020 Horseshoe Way	604-275-0585
OK Bottle Depot	8151 Capstan Way	604-244-0008
Ralph's on Mitchell	12011 Mitchell Road	604-325-8323
Regional Recycling Richmond	13300 Vulcan Way	604-276-8270

For a complete list of audio visual & consumer equipment, telephones and telephone answering systems and television accepted, please visit [return-it.ca/electronics](http://return-it.ca/electronics) or call 604-473-2400.

**AUTOMOTIVE BATTERIES<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
Canadian Tire	3500 No. 3 Road	604-273-2939
	11388 Steveston Highway	604-271-6651
Kal Tire (Richmond Centre)	6551 No. 3 Road	604-207-1203
Ralph's on Mitchell	12011 Mitchell Road	604-325-8323
Regional Recycling *	13300 Vulcan Way	604-276-8270

Note: All retail locations accept a used car battery for each new one purchased. For a list of collection sites, please visit [www.recyclemybattery.ca](http://www.recyclemybattery.ca)

**BABY CAR SEATS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
City of Vancouver Landfill *	5400 72nd Street, Delta	604-873-7000

**BATTERIES AND MOBILE PHONES<sup>DB</sup>**

Weight of five kilograms or less.

DROP-OFF LOCATION	ADDRESS	PHONE
Batteries Included	319 - 5300 No. 3 Road	604-270-9989
Canadian Tire	11388 Steveston Highway	604-271-6651
Dr Battery	135 - 13900 Maycrest Way	604-273-8248
Future Shop	5300 No. 3 Road Unit 102	604-232-9772
Home Depot	2700 Sweden Way	604-303-7360
London Drugs	5971 No. 3 Road	604-482-4811
	3200 - 11666 Steveston Highway	604-448-4852
Pharmasave	116 - 10151 No. 3 Road	604-241-2898
Rona	7111 Elmbridge Way	604-273-4606
Staples	#1 - 6390 No. 3 Road	604-270-9599
	110 - 2780 Sweden Way	604-303-7850

For a complete list of batteries accepted, please visit [call2recycle.ca](http://call2recycle.ca) or call 1-888-224-9764.

For a complete list of mobile phones drop off locations, visit [recyclemycell.ca/dropoff.php](http://recyclemycell.ca/dropoff.php)

**CARBON MONOXIDE (CO), SMOKE AND COMBINATION SMOKE AND CO ALARMS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
Go Green Depot & Recycling	#7 - East 7th Avenue, Vancouver	604-874-0367
South Van Bottle Depot	34 East 69th Avenue, Vancouver	604-325-3370

For a complete list of alarms accepted, please visit [productcare.org/Smoke-Alarms](http://productcare.org/Smoke-Alarms) or call 604-RECYCLE.

**CELLULAR/MOBILE PHONES<sup>DB</sup>**

All cellular/mobile phone stores accepts used cellular/mobile phones for refurbishing or recycling.

To erase information from your device, including text messages, contacts and personal files, use Cell Phone Data Erasers by [http://recellular.com/recycling/data\\_eraser/default.asp](http://recellular.com/recycling/data_eraser/default.asp) available for free.

Visit [recyclemycell.ca](http://recyclemycell.ca) or call 1-888-797-1740 for a list of collection sites. Pre-paid mail-back label to return cellular phone through Canada Post is available through [recyclemycell.ca/labels.php](http://recyclemycell.ca/labels.php).

Mobile phones are also accepted by all Call2Recycle locations, visit [call2recycle.ca/locations](http://call2recycle.ca/locations).

**COFFEE CUPS (PAPER OR SYTROFOAM)**

DROP-OFF LOCATION	ADDRESS	PHONE
Household garbage		

DB: Disposal ban | \* A fee is charged




**COMPUTERS<sup>DB</sup>, COMPUTER MONITORS/  
KEYBOARD/MICE & OTHER PERIPHERALS<sup>DB</sup>,  
DESKTOP PRINTERS<sup>DB</sup>, DESKTOP &  
PORTABLE SCANNERS/FAX MACHINES  
& COPYING EQUIPMENT<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
Best Buy	700 - 5300 No. 3 Road	604-273-7335
Future Shop	102 - 5300 No. 3 Road	604-232-9772
Ironwood Bottle & Return-It Depot	11020 Horseshoe Way	604-275-0585
OK Bottle Depot	8151 Capstan Way	604-244-0008
Ralph's on Mitchell	12011 Mitchell Road	604-325-8323
Regional Recycling	13300 Vulcan Way	604-276-8270
Computers for Schools - computers only for reuse	206 - 6741 Cariboo Road, Burnaby	604-294-6886
Free Geek Vancouver - computers only for reuse	1820 Pandora Street, Vancouver	604-879-4335
London Drugs - computers only	5971 No. 3 Road	604-448-4811
	3200 - 11666 Steveston Highway	604-448-4852

To erase data from hard drive or physical destruction, please visit [return-it.ca/electronics/recycling/datasecurity/website](http://return-it.ca/electronics/recycling/datasecurity/website).

For a complete list of computers, computer monitors/keyboard/mice and other peripherals, printers, scanners, fax machine and copying equipment accepted, please visit [return-it.ca/electronics/](http://return-it.ca/electronics/) or call 604-473-2400.

**COMPACT FLUORESCENT LIGHTS (CFLs)<sup>DB</sup>,  
FLUORESCENT TUBES - RESIDENTIAL  
USE ONLY<sup>DB</sup>**

No PCB ballasts

DROP-OFF LOCATION	ADDRESS	PHONE
City's Recycling Depot	5555 Lynas Lane	604-276-4010
Canadian Tire	11388 Steveston Highway	604-271-6651
Home Depot	2700 Sweden Way	604-303-7360
London Drugs	5971 No. 3 Road	604-482-4811
	3200 - 11666 Steveston Highway	604-448-4852

For a complete list of fluorescent lamps accepted, please visit [productcare.org/lights](http://productcare.org/lights) or call 604-RECYCLE.

**EYEGLASSES**

DROP-OFF LOCATION	ADDRESS	PHONE
Canadian National Institute for the Blind	5055 Yoyce Street, Vancouver	604-431-2121

**FIRE EXTINGUISHERS**

DROP-OFF LOCATION	ADDRESS	PHONE
Contact Recycling Council of BC at 604-RECYCLE for more information.		

**GYPSUM DRYWALL<sup>DB</sup>**

No other materials attached to or on drywall

DROP-OFF LOCATION	ADDRESS	PHONE
City of Vancouver Landfill *	5400 72nd Street, Delta	604-873-7000
Ecowaste Industries Ltd. *	15111 Triangle Road	604-277-1410
Fairway Disposal *	11560 Twigg Place	604-327-7100
New West Gypsum Recycling *	38 Vulcan Street, New Westminster	604-534-9925

**FLAMMABLE LIQUIDS<sup>DB</sup>, PESTICIDES<sup>DB</sup>,  
SOLVENTS<sup>DB</sup>, GASOLINE<sup>DB</sup>**

(Gasoline must be in approved ULC container)

DROP-OFF LOCATION	ADDRESS	PHONE
City's Recycling Depot	5555 Lynas Lane	604-276-4010

For a complete list of flammable liquids, gasoline, pesticides and solvents accepted, please visit [productcare.org/BC-Paint-Program](http://productcare.org/BC-Paint-Program) or call 604-RECYCLE.

**GENERAL HAZARDOUS MATERIALS**

DROP-OFF LOCATION	ADDRESS	PHONE
Hazco Environmental *	160 - 13511 Vulcan Way	604-214-7000
Newalta Corporation *	#9 - 7483 Progress Way, Delta	604-940-1220

**HYPODERMIC NEEDLES**

Purchase a "Sharps Container" from a pharmacy and return the container to same pharmacy when full.

Visit [bd.com/ca/safety/products/injection/sharps\\_disposal](http://bd.com/ca/safety/products/injection/sharps_disposal) for more information.

**LUBRICATING (USED) OIL<sup>DB</sup>, OIL FILTERS<sup>DB</sup>,  
PLASTIC OIL CONTAINERS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
Acurus Automotive	140 - 4280 No. 3 Road	604-273-4141
Audi of Richmond	5680 Parkwood Way	604-279-9663
Canadian Tire	3500 No. 3 Road	604-273-2939
	11388 Steveston Highway	604-271-6651
Certigard Petro-Canada	4011 Francis Road	604-277-3620
Cowell Motors Ltd - Volkswagen	13611 Smallwood Place	604-273-3922
Esso Service Station (Blundell)	7991 No. 1 Road	604-277-1105
Jaguar Land Rover of Richmond	5660 Parkwood Way	604-273-6068
Lubeworld	10991 No. 4 Road	604-951-6662
Metron Auto Service Ltd.	104 - 8077 Alexandra Road	604-270-1668
Mr. Lube	9120 Westminster Highway	604-273-5823
OK Tire Service Centre	5831 Minoru Boulevard	604-278-5171
Rainbow Auto Service	142 - 11788 River Road	604-276-2820
Richmond Acura	4211 No. 3 Road	604-278-8999
Sky Auto Services	110 - 5791 Minoru Boulevard	604-233-1828

For a complete list of lubricating oil, oil filters and plastic oil containers accepted, visit [usedoilrecycling.com](http://usedoilrecycling.com) or call 604-RECYCLE.

DB: Disposal ban | \* A fee is charged



**DID YOU KNOW?**

The Product Stewardship Program helps with take back of many recyclable materials and is guided by the principle that whoever designs, produces, sells or uses a product takes responsibility for minimizing that product's environmental impact. The costs for recycling

these products are covered through environmental handling fees that are charged on the sale of products and through refundable deposits on items like beverage containers.

**MATTRESSES AND BOXSPRINGS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
City of Vancouver Landfill*	5400 72nd Street, Delta	604-873-7000

**MILK CARTONS**

DROP-OFF LOCATION	ADDRESS	PHONE
City of Vancouver Landfill*	5400 72nd Street, Delta	604-873-7000
Ironwood Bottle & Return-It Depot	11020 Horseshoe Way	604-275-0585
OK Bottle Depot	8151 Capstan Way	604-244-0008
Blundell Return-It Centre	130 - 8180 No. 2 Road	604-274-1999
Richmond Return-IT Bottle Depot	135 - 8171 Westminster Highway	604-232-5555
Steveston Bottle Depot	#2 - 12320 Trites Road	604-241-9177
Regional Recycling	13300 Vulcan Way	604-276-8270

**PAINT & PAINT AEROSOL CONTAINERS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
City's Recycling Depot	5555 Lynas Lane	604-276-4010
Rona	7111 Elmbirdge Way	604-273-4606

For a complete list of paint & paint aerosol containers accepted, please visit [productcare.org/BC-Paint-Program](http://productcare.org/BC-Paint-Program) or call 604-RECYCLE.

**PHARMACEUTICAL<sup>DB</sup>**

All pharmacies accepted left over or outdated prescription drugs, non-prescription medications, herbal products, mineral supplements, vitamin supplements and throat lozenges for safe disposal.

For a list of pharmacies and/or drugs, medications, herbal products and mineral supplements accepted, visit [medicationsreturn.ca/british\\_columbia\\_en.php](http://medicationsreturn.ca/british_columbia_en.php) or call 604-RECYCLE.

Note: Please do not wash these items down the drain or throw them in the garbage.

**PLASTIC SCRAP AND FLOWER POTS**

DROP-OFF LOCATION	ADDRESS	PHONE
Westcoast Plastic Recycling Inc	#3 - 2480 Shell Road	604-247-1664

Example of items accepted include nursery pots/trays, shrink wrap, shopping bags, bubble wrap, strapping, etc. Visit [westcoastplasticrecycling.com](http://westcoastplasticrecycling.com) for a complete list of acceptable materials.

**PROPANE TANKS - REFILLABLE (EMPTY)**

DROP-OFF LOCATION	ADDRESS	PHONE
City of Vancouver Landfill (Maximum 1 unit)	5400 72nd Street, Delta	604-873-7000
Husky Autogas	9060 Bridgeport Road	604-278-0011
Steves Husky Service *	8011 No. 3 Road	604-270-3822

**PROPANE TANKS (SMALL) - DISPOSABLE (EMPTY)**

DROP-OFF LOCATION	ADDRESS	PHONE
City of Vancouver Landfill (Maximum 2 units)	5400 72nd Street, Delta	604-873-7000

**STYROFOAM - MOLDED PACKAGING**

DROP-OFF LOCATION	ADDRESS	PHONE
Mansonville Plastics (BC) Ltd	19402 56 Avenue, Surrey	604-534-8626

London Drugs customers can return the moulded packaging Styrofoam from their appliance, computer and accessories products to any London Drugs store with proof of purchase.

**STYROFOAM CHIPS (PEANUTS)**

DROP-OFF LOCATION	ADDRESS	PHONE
The UPS Store	185 - 9040 Blundell Road	604-231-9643
	186 - 8120 No. 2 Road	604-304-0077
Packaging Depot	6360 Kingsway, Burnaby	604-451-1206
	5524 Cambie Street, Vancouver	604-325-9966

**TELUS EQUIPMENT (RENTAL OR RETAIL)<sup>DB</sup>**

All TELUS rental or retail equipment such as cordless/corded phones, Voice Over IP (VOIP) phones, Global Positioning System (GPS) equipment and video/telephone conference equipment can be returned via Canada Post, call 604-310-2255 for more information.

**THERMOSTATS<sup>DB</sup>**

DROP-OFF LOCATION	ADDRESS	PHONE
Andrew Sheret Ltd.	4500 Vanguard Road	604-278-3766

For a complete list of thermostats accepted, visit [switchthestat.ca/eng/index.php](http://switchthestat.ca/eng/index.php) or call 1-416-922-2448.

DB: Disposal ban | \* A fee is charged



Working together with the City of Richmond, producers, retailers and residents can divert hazardous waste and other special disposal items from the landfill. Producers and retailers who support product stewardship and related take-back programs assist with recycling and proper disposal, and residents can use these programs to help turn waste into resources.

### TIRES<sup>DB</sup>

DROP-OFF LOCATION	ADDRESS	PHONE
A & D Workshop Inc	180 - 12871 Clarke Place	604-351-7696
Acurus Automotive Ltd.	140 - 4280 No. 3 Road	604-273-4141
Canadian Tire	3500 No. 3 Road	604-273-2939
	11388 Steveston Highway	604-271-6651
Chariot Tire	404 - 4940 No. 6 Road	604-276-2966
Costco Wholesale	9151 Bridgeport Road	604-270-3647
Country Tire	11831 Machrina Way	604-270-3333
Express Lube & Tune Centre	2840 No. 3 Road	604-278-1018
Fountain Tire	8971 Bridgeport Road	604-273-3751
Kal Tire	6551 No. 3 Road	604-207-1203
	2633 No. 5 Road	604-278-9181
Metro Tires Ltd.	12311 Mitchell Road	604-783-4435
Midway Tirecraft	170 - 2251 No. 5 Road	604-276-8558
OK Tire Store	5831 Minoru Blvd	604-278-5171
P & P Tire and Auto Service	150 - 8531 Capstan Way	604-278-3777
Redline Automotive Ltd.	#1 - 11711 No. 5 Road	604-277-4269
Richmond Country Tire	11880 Machrina Way	604-241-5555
Roadrunners Dial A Tire Ltd.	11386 Railway Avenue	604-274-8473
Shortstop Auto Service	11251 Bridgeport Road	604-244-0464
Signature Mazda	13800 Smallwood Place	604-278-3185
Vancouver Landfill (Passenger/light truck, with/ without rims limit of 10)	5400 72nd Street, Delta	604-873-7000

Note: All retail locations accept a used tire for a new one purchased.

For a complete list of tires accepted, visit [tirestewardshipbc.ca](http://tirestewardshipbc.ca) or call 1-866-759-0488.

### TIRES AND TUBES - BICYCLE<sup>DB</sup>

DROP-OFF LOCATION	ADDRESS	PHONE
Ace Cycles	3155 West Broadway, Vancouver	604-738-9818
Bike Doctor	137 West Broadway, Vancouver	604-873-2453
Cap's Bicycle Shop	434 East Columbia Street, New Westminster	604-524-3611
Dream Cycle	1010 Commercial Drive, Vancouver	604-253-3737
Kissing Crows Cyclery	4562 Main Street, Vancouver	604-872-5477
La Bicicletta Pro Shop	233 West Broadway, Vancouver	604-872-2424

For more information on the program, visit [tirestewardshipbc.ca/bike.php](http://tirestewardshipbc.ca/bike.php) or call 1-866-759-0488

### NON HAZARDOUS MISCELLANEOUS ITEMS

Vancouver Landfill *	5400 72nd Street, Delta	604-873-7000
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For a list of items accepted and not accepted at Ecowaste, please visit [ecowaste.com](http://ecowaste.com) or call 604-277-1410.

DB: Disposal ban | \* A fee is charged



#### **ACKNOWLEDGEMENTS**

The information and data for this report included input from a number of organizations working in solid waste management and recycling in the region. The City of Richmond thanks the following organizations for generously providing assistance, information, photographs, and data to support the development of this report:

Metro Vancouver  
City of Vancouver  
Encorp Pacific (Canada)  
Tire Stewardship BC  
BC Used Oil Management Association  
Product Care Association  
Recycling Council of British Columbia

**CITY OF RICHMOND**

Environmental Programs Information Line:  
604-276-4010

[www.richmond.ca/recycle](http://www.richmond.ca/recycle)

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# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee  
**From:** Tom Stewart, AScT.  
Director, Public Works Operations  
**Re:** Green Cart Pilot Program Results

**Date:** May 9, 2012  
**File:** 10-6370-10-05/2012-  
Vol 01

### Staff Recommendation

1. That based on the successful results of the Green Cart Pilot Program, staff report back on costs and options for an expanded cart-based collection program for a food scraps and organics recycling program for all townhome units in conjunction with introduction of a similar program for residents in single-family homes.
2. That the Green Cart Pilot program be continued pending a determination by Council on actions relating to a permanent food scraps/organics recycling program for townhomes.

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

Att. 2

FOR ORIGINATING DEPARTMENT USE ONLY			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>		<b>CONCURRENCE OF GENERAL MANAGER</b>
Budgets	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>
			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>



## Staff Report

### Origin

At their October 25, 2010 meeting, Council approved a pilot program to collect food scraps and yard trimmings from approximately one-third of townhomes in Richmond, or about 3,200 units. The purpose of the program was to test cart-based collection methodology, appropriate cart sizes, participation rates and waste quantities collected. Information from the pilot program can be used to help further develop and expand food scraps recycling services to residents in multi-family developments.

The 9-month pilot program commenced in April, 2011. The program is continuing in 2012 pending completion of the evaluation period and determination of next steps. This report presents the results of the pilot program from its commencement through December, 2011, and recommends that staff report back on costs and options to expand cart-based food scraps/organics recycling to all 11,200 townhomes in conjunction with consideration of a similar program for residents in single-family homes.

### Analysis

The pilot program commenced on April 4, 2011 and involved 3,184 units at 77 different sites. The complexes/units selected for the pilot program were based on a number of factors, including: ease of serviceability, interest expressed by residents in food scraps recycling, collection methodology consistent with other services, i.e. door-to-door recycling and garbage collection. Carts were identified for testing in this program using semi-automated collection due to the challenges experienced with the heavy weights of cans in the single-family residential Green Can program.

An overview of the pilot program is provided in the following sections. Information on the program lead-in and implementation phase is provided as well as initial feedback and program adjustments. In addition, the pilot program measurements included operational collection statistics gathered regularly throughout the program, as well as a resident survey conducted two-thirds through the program. Summary information on these measures is provided. Information on the costs of the pilot program, summary conclusions and options/recommended next steps is also included.

#### ***1. Program Lead-In and Implementation***

A summary of the 2011 activities and timelines associated with the lead-up and implementation aspects of this program is summarized below:

- a) *Early January* – a letter was sent to the property management company advising of the upcoming program and requesting strata council contact information. As part of this, City staff offered to attend strata/resident meetings to make presentations on the program. Nine such presentations/information sessions were conducted.
- b) *End January* – A letter was sent to the individual property/unit owners to advise them of the upcoming program. An FAQ (frequently asked questions) was provided.

- c) *Early March* – Another letter was sent to the individual property/unit owners advising that their collection cart, along with an information brochure and collection information, would be delivered within two weeks' time.
- d) *Middle to End of March* – Cart deliveries took place. Carts were pre-labelled with both a “Green Cart” and instructional decal. Initially, 120 litre and 80 litre carts were targeted for the program. Cart size was pre-determined by the City based on the amount of available green space, i.e. complexes with more green space were provided the larger carts (120 L) and those with less green space were provided with the smaller (80 L) cart. This was based on our assumption that residents might use the carts for their garden trimmings as well as food scraps.
- e) *September* – A letter was sent to individual property/unit owners providing resident feedback received to date along with program tips. Complimentary paper bin liners were provided. In addition, a staff-monitored V-Bulletin discussion forum, where residents were invited to go online and ask questions, get information on tips and resources and share their thoughts and experiences about the program, was introduced. In addition, residents were requested to fill in an on-line survey or those wishing a hard copy of the survey could request one.



### *Early Feedback and Program Adjustments*

Feedback was received early on in the program about the size of the carts being too large and storage and cleaning were difficult, particularly in relation to the 120 L carts. A common issue highlighted was that local strata bylaws do not allow refuse containers to be stored outside. As a result, two key actions were taken: 1) An alternative cart size was introduced, i.e. 46.5 litre, and 2) Carts were switched out, upon request, to either 80 L or 46.5 L carts. A comparison to the initial cart size distribution and that now in place with requested adjustments is shown below.

**Table 1: Cart Size Distribution**

<b>Cart Size</b>	<b>Initial Carts Distribution</b>	<b>Program Adjustment</b>
<b>46.5 L</b>	-	286 Units
<b>80 L</b>	1757 Units	1654 Units
<b>120 L</b>	1435 Units	1244 Units
<b>Total</b>	3192 Units	3184* Units

\*Eight units opted out

## **2. Collection Statistics**

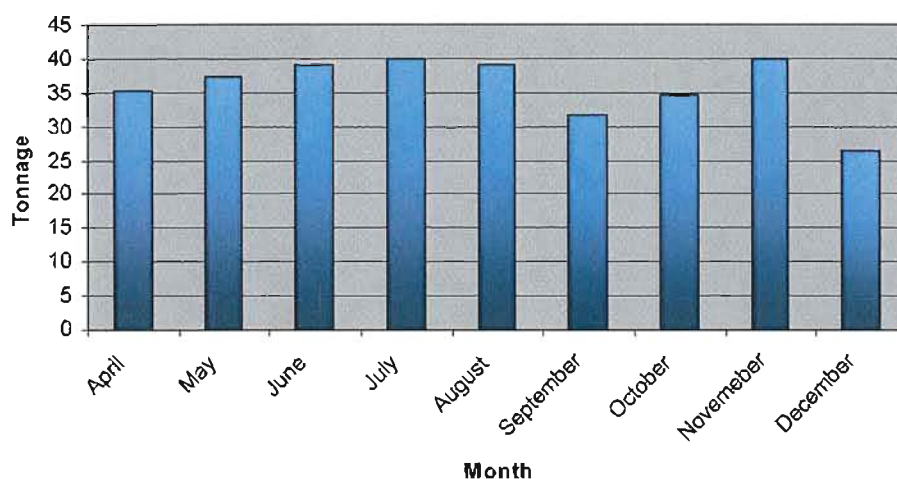
Program information was collected by the service provider throughout the pilot including quantities collected, weekly set out rates and contamination rates as outlined below:



- a) On average, approximately 36 tonnes was collected per month, or a total of 323.39 tonnes during April – December, 2011. While tonnages collected each month varied slightly, they remained fairly consistent throughout the pilot. This is different from the single-family Green Can program, which spikes considerably in the growing season (March/April – October) and drops off in the winter/cooler months. This would indicate that Green Cart pilot program participants were mostly recycling food scraps and only some yard trimmings.

**Graph 1: Volumes Collected Per Month**

Total Tonnage Collected Per Month



- b) The average weight collected per unit per month was 11.29 kg averaged over all units.
- c) Weekly set-out rates averaged 45.75%, meaning approximately one-half of residents put their Green Cart out for collection on any given week.
- d) Residents within the Monday collection zone had the highest weekly set out at 52.83%, followed by Wednesday at 49.8%, Thursday at 42.24% and the Tuesday zone at 36.73%.
- e) The number of carts which contained non-program materials (contamination) and had to be tagged with an information sticker was 3.33% at the start of the program, and dropped to .05% by the end of December, indicating a high level of compliance. The contamination make up was as follows:
- 87.6% plastic
  - 6.2% garbage
  - 6.2% plastic liners

Average contamination rates were lowest among residents with collection on Mondays at .59%, followed by Wednesday at .67%, Thursday at .92% and Tuesday at 1.31%.

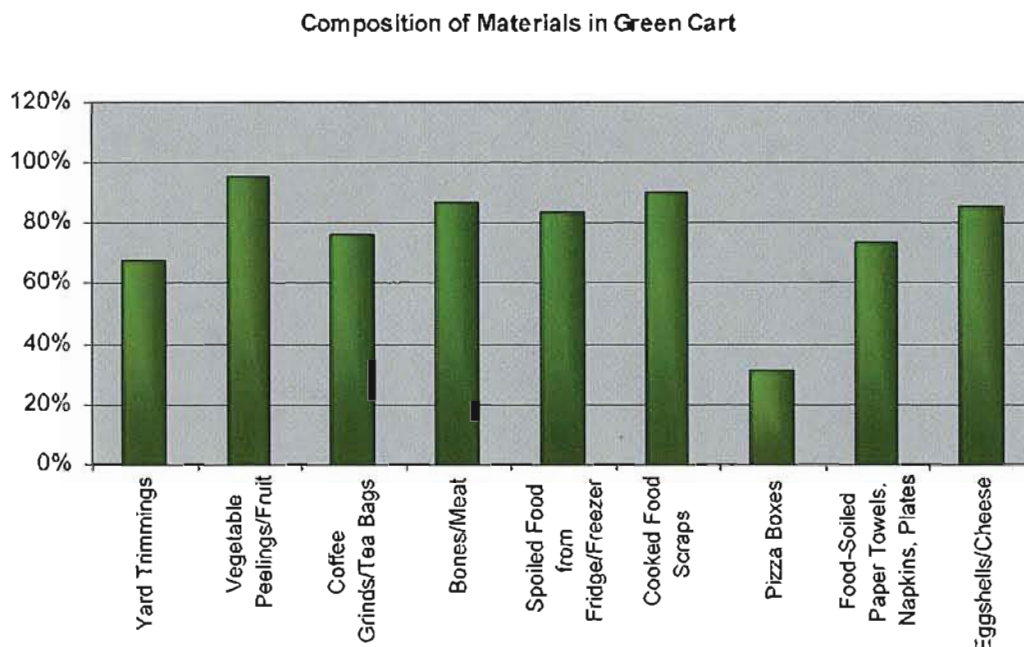
Overall, weekly set out rates were somewhat lower than expected, i.e. slightly less than one-half. However, the quantities collected per unit at 11.29 kg per unit per month (averaged over all units) is significant, or 135 kg per year. Based on estimated total waste generation of 600 kg per unit per year, the pilot program results indicate that a food scraps recycling program will result in 22.6% of waste being diverted from townhomes.

### 3. *Resident Participant Survey*

As noted previously, residents were requested to complete an on-line survey approximately two-thirds into the program. A copy of the survey is contained in **Attachment 1**. Survey responses were received from 295 residents, or a response rate of over 9%. Of those who responded, 92% indicated they were actively participating in the program and 8% were not. The survey response is summarized in **Attachment 2**. Key highlights from the survey are as follows:

- a) Most residents (84%) indicated they were placing their containers out for collection weekly.
- b) A broad-scale and generally equal variety of materials were being placed in the Green Cart, indicating that residents were very familiar with the program parameters. This is likely due to the robust communication approach used and provision of easy-to-understand program information. Fruit/vegetable peelings, cooked food scraps, and bones/meat topped the list of items being included in the Green Cart, followed closely by eggshells and cheese, spoiled foods, food-soiled paper and coffee grounds. A chart showing the various materials as reported by the survey respondents is shown below:

**Graph 2: Resident Reported Composition of Organics Placed in Green Cart**





- c) The vast majority of respondents (95%) indicated a preference for door-to-door vs. centralized (4%) collection service.
- d) Residents clearly preferred that the City provide the collection container/cart (83%) vs. 9% who would prefer to provide their own container.
- e) Residents reported significant reductions in their garbage, with most (43%) reporting their garbage reduced by 50%. Thirty-four percent reported their garbage reduced by 75%.
- f) When active participants were asked about the common barriers that might prevent residents from recycling food scraps, 81% reported concerns about smell, 60% reported concerns about rodents/wildlife, 55% reported that they did not want to store food scraps in the home, and 51% reported concerns with lack of sufficient space to store the Green Cart.
- g) When those who were not participating in the program were asked about the common barriers, an equal number (78%) reported concerns about smell and rodents/wildlife, 52% stated they did not want to store food scraps in the home, 48% said that the container size was a barrier, followed by 26% who said there was a lack of sufficient space to store the Green Cart.
- h) In relation to container size, 50% of residents indicated preference for a smaller container.
- i) To encourage greater recycling of food scraps, 57% of residents indicated preference to have a small container to temporarily store their food scraps for later transfer to the Green Cart.
- j) Only 2% of respondents indicated that changes were made to existing landscape contracts as a result of the program. In reviewing survey comments, it would appear this is due to the temporary nature of the pilot and a reluctance to make a contractual change without certainty about the future of the program.
- k) Dislikes about the program included odour concerns, cart size (too large), lack of bin liners, cost of paper bin liners, challenges with keeping the carts clean, and fruit fly/insect issues during the warmer months.
- l) The environmental benefits of recycling and waste reduction overwhelmingly topped the list of 'likes' about the program. Many residents commented on having much less garbage, and reduced smell from their garbage. Positive comments were made about the carts (on wheels, secure lid, sturdy design, etc.). Several residents commented about the convenience of also being able to recycle yard trimmings through this program.

#### **4. Pilot Program Cost**

The estimated cost of the pilot program was \$450,000, which aligns closely with approximate total costs incurred of \$439,450:

- Provision of carts, including purchase, assembly, preparation & delivery: \$195,000
- Collection service (Apr-Dec, 2011), material processing and outreach \$244,450
- Total Cost: \$439,450

The ongoing cost of the pilot program in 2012 is approximately \$26,850 per month for collection and processing services only.

## 5. *Summary Conclusions*

The Green Cart pilot resulted in the food scraps recycling program diverting approximately 22% of total estimated waste generation from townhomes, or approximately .14 tonnes per unit/year. This is significant and indicates that food scraps is likely a large component of material remaining in waste disposed by residents in townhomes. Based on these results, if all 11,200 townhomes were included in a food scraps/organics recycling program, an estimated additional 1,500 tonnes could be diverted from disposal annually. When rolled into Richmond's total residential waste stream, this would further our overall waste diversion by an additional 2.5%.

Given the challenges experienced by townhome residents in storing the carts, it would be beneficial to incorporate the smaller 46.5 L carts into the program and eliminate the larger 120 L carts. Based on the results of this program and survey feedback, the following parameters would likely result in the greatest participation for a food scraps/organics recycling program if expanded to all townhome residents:

- a) Provide options for residents to select either 46.5 L or 80 L carts. All carts to be on wheels for easy manoeuvring. Permit the use of paper yard waste bags for additional yard trimmings that may not fit into the cart.
- b) Ensure all containers have secure lockable lids to avoid concerns regarding intrusion by rodents or wildlife.
- c) Include a kitchen container as a one-time issue for residents to temporarily store scraps before transferring to their storage container.
- d) Include a maximum number of paper bag liners at implementation, with coupons/purchase incentives and information on where to obtain additional liners.
- e) Expand communications materials to provide tips on minimizing fruit flies/insects in warmer weather.
- f) Provide door-to-door collection.
- g) Provide weekly collection service.
- h) Offer attendance at strata council/resident meetings to provide education and Q&A sessions about the program.



## 6. *Options and Next Steps*

The positive results of the pilot program indicate that an expanded food scraps/organics recycling program for townhomes is an important next step in furthering residential waste diversion. The measures outlined in Section 5 (above) would help to maximize weekly participation in the program, as would the program being introduced on a permanent basis. Expanded programs for food scraps recycling is also important in light of pending disposal bans being considered by Metro Vancouver (i.e. estimated in 2015).

Options for an expanded food scraps/organics recycling program for townhomes could include:

*Option 1 – Mandate via Bylaw: No City Involvement in Service Provision (Residents Contract Independently)* – Under this option, the City would modify existing Solid Waste and Recycling Bylaw 6803 to require food scraps/organics recycling by residents in townhomes, but would not play any active role in providing the service. Residents would be required to work with independent service providers to arrange collection/recycling services.

This option is not recommended. While it gives residents the flexibility to arrange their services independently, it would require more work and coordination effort on their part to arrange. In addition, piece-meal servicing among different complexes is expected to be more costly for residents when compared with one comprehensive City-provided program. Another key drawback of this option is that the City would not be able to obtain collection data and statistics for measuring waste diversion performance.

*Option 2 – Expand Food Scraps/Organics Recycling to all Townhomes*

There are two difference approaches within this option that could be pursued:

- a) Issue a separate tender contract for a comprehensive service agreement to all townhomes, or
- b) Expand the City's existing waste management services contract (which is currently targeted to expire December 31, 2014) to include food scraps/organics recycling to all townhomes.

Staff can investigate and report back on the costs associated with Item b). Staff would not know costs associated with Item a) until after a tender was issued and evaluated. However, both of these options are expected to result in costs that may be higher than what could be achieved through a broader program (see Option 3) due to the lack of ability to achieve maximum economies of scale. In the case of Item b), there is the challenge of a lack of economies of scale plus the contract is short-term in nature. The economies of scale are an issue because a collector is not expected to be able to maximize the use of their collection vehicles due to the number that would be required to service the total townhome units involved.

Staff recommend reporting back on Option b) as part of considering a further option, i.e. Option 3, which follows.

*Option 3 – Expand Organics Recycling to all Townhomes in Conjunction with Introducing a Cart-Based Collection Program for Single-Family Homes*

Under this option, a similar cart based collection program could be introduced for residents in single-family homes, in conjunction with expanding food scraps/organics recycling collection to all townhomes.

This would require single-family residents to transition from Green Cans to carts. This would offer several advantages for single-family residents in that they would have a larger cart to use in place of several Green Cans, would avoid challenges with over-weight containers, would avoid missed collections in situations where residents forget to ensure the Green Can decal faces the road, etc. In addition, it would allow for increased ability for a collector to maximize the use of their collection equipment due to having an increased service base which aligns better with resource requirements. Staff expect this would translate into the most cost-effective approach.

Staff recommend exploring the cost of this option and reporting back to Council for further consideration. A cost analysis for Item 2b) would also be included for Council's consideration.

**Financial Impact**

Funding in the amount of approximately \$200,000 is included in the 2012 Sanitation and Recycling budget for continuation of the pilot program.

Should Council expand the service on a permanent basis, staff would propose that the costs be recovered through user charges to those eligible for the service.

**Conclusion**

Excellent insights and information has been obtained from the food scraps/organics recycling pilot program for townhomes, undertaken during April – December, 2011. Results indicate that approximately .14 tonnes per townhome unit per year can be diverted, or over 22% of total estimated townhome waste generated.

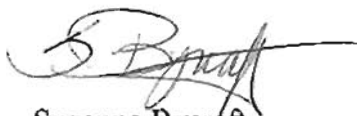
Feedback from residents who participated in the pilot (92% of those responding to the survey) has been very positive, with 78% reporting their garbage being reduced by 50%-75%. Eighty-four percent of residents stated they were placing their carts out for collection weekly. In light of pending disposal bans for food scraps/organics expected in 2015, it is important that the City look to provide recycling options for these materials. The information obtained from the resident survey contained very valuable information in terms of cart sizes, preferred methods of collection, etc., in order to help develop a broader scale program for all townhome residents.

Staff recommend reporting back on costs and options associated with an expanded food scraps/organics cart-based recycling program for all residents in townhomes in conjunction with an option to implement cart-based collection for residents in single-family homes. In the interim, it is recommended that the food scraps/organics service be continued for the 3,184 townhome units currently participating in the pilot program.



May 9, 2012

- 10 -

A handwritten signature in dark ink, appearing to read 'S Bycraft', with a long horizontal stroke extending to the right.

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

SJB:

## Attachment 1



# GREEN CART

## Food Scraps and Yard Trimmings Pilot Program

**Complete green cart survey for a chance to win an iPad2 and other prizes!**

Thank you for assisting us with the review of the Green Cart Pilot Program. Your input as participants in this program is crucial to assessing options for the Green Cart recycling programs for townhomes in the City of Richmond. Please take a few minutes to complete this survey and submit it by 5:00 p.m. on September 12, 2011. Your individual responses will be kept confidential and will be used in the program review only.

**Three ways to submit your completed survey:**

- I. Mail or drop off to Linh Huynh, Environmental Programs –  
5599 Lynas Lane, Richmond, BC V7C 5B2.
- II. Scan and email to [luynh@richmond.ca](mailto:luynh@richmond.ca).
- III. Fax it to Environmental Programs, Attention Linh Huynh, 604 233-3336.

This survey can also be completed online at [www.richmond.ca/greencart](http://www.richmond.ca/greencart).

**Your input is needed!**

1. What is your green cart collection day?  
☐ Monday      ☐ Tuesday      ☐ Wednesday      ☐ Thursday
2. Are you actively participating in the Green Cart Pilot Program? If no, please skip ahead to question 15.  
☐ Yes  
☐ No.
3. What size container are you using?  
☐ 120 Litre      ☐ Other (Please specify.) \_\_\_\_\_  
☐ 80 Litre  
☐ 46.5 Litre
4. How often do you place your Green Cart out for pick-up?  
☐ Weekly      ☐ Other (Please specify.) \_\_\_\_\_  
☐ Bi-weekly (every two weeks)  
☐ Monthly
5. Which of the following items are you putting in your Green Cart? (Please check all that apply.)  

<input type="checkbox"/> Yard trimmings	<input type="checkbox"/> Food-soiled paper towels, napkins, plates
<input type="checkbox"/> Vegetable peelings/fruit	<input type="checkbox"/> Eggshells/cheese
<input type="checkbox"/> Coffee grinds/tea bags	<input type="checkbox"/> Other (Please specify.) _____
<input type="checkbox"/> Bones/meat	_____
<input type="checkbox"/> Spoiled food from fridge/freezer	_____
<input type="checkbox"/> Cooked food scraps	_____
<input type="checkbox"/> Pizza boxes	_____



## Attachment 1 (Cont'd)

6. If you are not putting food scraps in your Green Cart, please tell us why:

7. Please indicate your preferred method of service:

- ☐ Door-to-door collection  
☐ Centralized (pick-up from one central location)

8. Please indicate your preference for the collection container:

- ☐ City-provided cart (pre-decalled)  
☐ Resident-provided container of choice (where City provides label only)

9. On average, when using the Green Cart, how much would you estimate that your garbage is being reduced:

- ☐ 75% Less garbage  
☐ 50% Less garbage  
☐ 25% Less garbage  
☐ No change
- ☐ Other (Please specify.) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

10. If you currently receive curbside collection of your garbage, how often do you feel your garbage needs to be collected when using Green Cart recycling?

- ☐ Weekly  
☐ Bi-weekly (every two weeks)  
☐ Monthly

11. What do you like about the Green Cart Pilot Program?

\_\_\_\_\_

12. What do you dislike about the Green Cart pilot program?

13. Did you find the information provided about the Green Cart Pilot Program to be:

- ☐ Very helpful- explained everything I needed to know.  
☐ Somewhat helpful – gave me some basic information, but I still had questions.  
☐ Not at all helpful – I didn't understand the program or what was required to use my Green Cart.

14. For each statement below, please indicate Yes, No or Not Sure.

	Yes	No	Not Sure
A) I need more information on the environmental benefits of recycling yard trimmings and food scraps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B) I need more information on why I should recycle food scraps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C) I need more information on how to recycle food scraps.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D) I would recycle food scraps if I had a smaller container.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E) I would recycle food scraps if a small container was supplied for temporarily storing food scraps before transferring them to the Green Cart.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F) I would recycle food scraps if.....: (Please specify.)			

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

## Attachment 1 (Cont'd)

15. What do you think are the most common barriers that prevent residents from using their Green Carts? (please check all that apply.)

- ☐ Not enough space to store Green Cart.
- ☐ Size of container.
- ☐ Not sure what goes into Green Cart.
- ☐ Do not want to put food scraps in home.
- ☐ Concerned about smell of food scraps in Green Cart.
- ☐ Concerned about rodents or other wildlife being attracted to Green Cart.
- ☐ Other (Please specify.)

16. What do you recommend or what do you think would help encourage people to use Green Carts for recycling food scraps?

17. Do you use a backyard composter?

- ☐ Yes
- ☐ No

18. If you answered no to question 2, what are your reasons for not participating?

19. Have you made any changes to your landscaping contract/arrangement as a result of this program?

- ☐ Yes
- ☐ No
- ☐ Not sure
- ☐ Not applicable

20. Please provide any other comments or suggestions about your experience participating in Richmond's Green Cart Pilot Program.

Optional: If you would like to be entered to win the green cart survey grand prize of an iPad2 and other prizes, please provide us with your contact information as follows:

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Phone: \_\_\_\_\_

Thank you for completing this survey and providing the city of Richmond with your comments about your participation in Richmond's Green Cart Pilot Program.

If you have questions about the Green Cart and related recycling services or would like to meet with our staff, please contact Linh Huynh of Environmental Programs directly at 604 233-3346 or [lhuyh@richmond.ca](mailto:lhuyh@richmond.ca) or call the Environmental Programs Information Line at 604 276-4010.



**Attachment 2****Response from All Survey Respondents****2. Participation**

- Yes 92%
- No 8%

**3. Size of Container**

- 46.5 L 23%
- 80 L 29%
- 120L 30%
- Doesn't Know 19%

**17. Backyard Composters**

- Yes 9%
- No 3%

**19. Changes to Landscaping Contract/Arrangement**

- Yes 2%
- No 55%
- Not Sure 15%
- Not Applicable 15%
- No Response 26%

**Response from Active Participants (Answered "Yes" to Question #2)****4. Frequency for placing Green Cart for Collection**

- Weekly 84%
- Bi-weekly 10%
- Monthly 3%
- No response 3%

**5. Composition of Materials in Green Cart**

- Yard Trimmings 68%
- Vegetable Peelings/Fruit 96%
- Coffee Grinds/Tea Bags 76%
- Bones/Meat 87%
- Spoiled Food from Fridge/Freezer 83%
- Cooked Food Scraps 90%
- Pizza Boxes 31%
- Food-Soiled Paper Towels, Napkins, Plates 74%
- Eggshells/Cheese 86%

**7. Preferred Collection Method**

- Door-to-door collection 95%
- Centralized (pick-up from one location) 4%
- No Response 1%

**8. Preference for Collection Container**

- |  |     |
|--|-----|
| • City-provided cart (pre-decalled)                                      | 83% |
| • Resident-provided container of choice (where City provides label only) | 9%  |
| • No Opinion   | 8%  |

**9. Garbage Reduction**

- |                    |     |
|--------------------|-----|
| • 75% Less Garbage | 34% |
| • 50% Less Garbage | 43% |
| • 25% Less Garbage | 16% |
| • No Change        | 2%  |
| • No Response      | 4%  |

**13. Feedback on Communication about the Program**

- |  |     |
|--|-----|
| • Very helpful- explained everything I needed to know.   | 81% |
| • Somewhat helpful – gave me some basic information, but I still had questions                   | 17% |
| • Not at all helpful – I didn't understand the program or what was required to use my Green Cart | 0%  |
| • No Response  | 3%  |

**14. Communications/Education**

- |   | <b>Yes</b> | <b>No</b> | <b>Not<br/>Sure</b> | <b>No<br/>Response</b> |
|---|------------|-----------|---------------------|------------------------|
| • I need more information on the environmental benefits of recycling yard trimmings and food scraps.                                      | 12%        | 83%       | 4%                  | 3%                     |
| • I need more information on why I should recycle food scraps.  | 7%         | 90%       | 2%                  | 1%                     |
| • I need more information on how to recycle food scraps.  | 13%        | 83%       | 1%                  | 3%                     |
| • I would recycle food scraps if I had a smaller container.   | 50%        | 36%       | 10%                 | 4%                     |
| • I would recycle food scraps if a small container was supplied for temporarily storing scraps before transferring them to the Green Cart | 57%        | 30%       | 8%                  | 6%                     |

**Response from Active Participants & Non-Participants (Answered "No" to Question #2)****15. Most Common Barriers That Prevent Residents From Using Their Green Cart**

	<b>Active Participants</b>	<b>Non- Participants</b>
• Not enough space to store Green Cart.	51%	26%
• Size of container.	44%	48%
• Not sure what goes inot Green Cart.	19%	22%
• Do not want to put food scraps in home.	55%	52%
• Concerned about smell of food scraps in Green Cart.	81%	78%
• Concerned about rodents or other wildlife being attracted to Green Cart	60%	78%





# City of Richmond

## Report to Committee

To: Public Works and Transportation Committee

Date: April 16, 2012

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

File: 10-6045-01/2012-Vol  
01

Re: 2012 Flood Protection Grant Program

### Staff Recommendation

1. That the Chief Administrative Officer and General Manager Engineering and Public Works be authorized to negotiate and execute the cost share agreements for the Williams Road Drainage Pump Station and the No. 1 Road North Drainage Pump Station which were approved for funding by the Province as part of the 2010 Provincial Flood Protection Program.
2. That the following projects be endorsed for submission to the 2012 Provincial Flood Protection Grant Program.
  - McCallan Drainage Pump Station Upgrade
  - No. 2 Road Drainage Pump Station Upgrade
  - Dike Upgrade and Raise, McCallan Road to No. 2 Road
  - South Dike Seismic Upgrade No. 4 Road to Shell Right of Way
  - Dike Upgrade at Nelson Road Drainage Pump Station
  - South Dike Upgrade Erosion Control Rip-Rap Replacement and Raise, No. 7 Road to ±1000 metres west
  - Dike Upgrade and Raise from Hollybridge Street to approximately 50 metres east of Dinsmore Bridge
3. That should any of the above submissions be successful, the Chief Administrative Officer and General Manager Engineering and Public Works be authorized to negotiate and execute the cost share agreements with the Province.

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

ACTING  
DIRECTOR  
FOR

### FOR ORIGINATING DEPARTMENT USE ONLY

#### ROUTED TO:

#### CONCURRENCE

#### CONCURRENCE OF GENERAL MANAGER

Roads & Dikes..... Y ☒ N ☐  
Budgets ..... Y ☒ N ☐

Sewerage and Drainage.....	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	
Intergovernmental Relations & Protocol Unit.....	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	
Parks.....	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	
Law.....	Y <input checked="" type="checkbox"/>	N <input type="checkbox"/>	
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> <i>JS</i>	NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b> <i>GH</i> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

## **Staff Report**

### **Origin**

In April 2012, the City was advised that the Province may issue a grant program similar in nature and funding level to the Emergency Management BC 2010 Flood Protection Program. The 2010 program was funded to approximately \$55 Million. Past grant program instructions have been such that projects must be endorsed by Council to be considered and this same requirement is anticipated for 2012.

This report identifies priority projects that staff recommend be submitted as part of the Province's next flood protection related grant program. This report also recommends authority be given to the Chief Administrative Officer and General Manager Engineering and Public Works to negotiate and execute the cost share agreements for projects approved for funding by the Province as part of the 2010 Flood Protection Grant Program.

### **Analysis**

Emergency Management BC and the Federal Building Canada Plan, Disaster Mitigation Category of Infrastructure Canada have partnered in the past to provide flood protection funding to communities throughout British Columbia. Staff have been advised by provincial representatives that there may be an additional call for grant applications in the Fall 2012 with funding expected to be in the \$50 million range. Application requirements are anticipated to be similar to what was required in 2010.

The 2010 grant program was based on a 1/3 Province Government, 1/3 Federal Government and 1/3 Local Government cost sharing formula for local government area populations that are greater than 100,000. It is anticipated that the 2012 program will be of a similar nature.

The City was awarded \$3,570,000 (grant value) as part of the Emergency Management BC 2010 Flood Protection Program.

The following outlines the flood protection related projects recommended (not in priority order) for the next flood protection grant program anticipated for Fall 2012.

<b>Project</b>	<b>Description</b>
McCallan Drainage Pump Station Upgrade	Includes design and a complete renovation of the pumping system and buildings to upgrade ageing infrastructure and increase the pumping capacity approximately threefold.
No. 2 Road Drainage Pump Station Upgrade	Includes design and a complete renovation of the pumping system and buildings to upgrade ageing infrastructure, increase the pumping capacity approximately twofold and allow for dike raising related to sea level rise.
Dike Upgrade and Raise, McCallan Road to No. 2 Road	Includes a dike seismic upgrade and raise to meet minimum Provincial requirements including an allowance for sea level rise.



South Dike Seismic Upgrade No. 4 Road to Shell Road Right of Way	Includes design and construction of upgrades required to stabilize this section of dike from a seismic viewpoint and a dike raise to meet minimum Provincial requirements including an allowance for sea level rise.
Dike Upgrade at Nelson Road Drainage Pump Station	Includes a dike seismic upgrade and raise to meet minimum Provincial requirements including an allowance for sea level rise and pump station modifications to accommodate a raised dike.
South Dike Upgrade Erosion Control Rip-Rap Replacement No. 7 Road to ±1000 metres west	Includes placement of erosion protection riprap on the existing dike face and a dike raise to meet minimum Provincial requirements including an allowance for sea level rise.
Dike Upgrade and Raise from Hollybridge Street to approximately 50 metres east of Dinsmore Bridge	Includes a dike seismic upgrade and raise to meet minimum Provincial requirements including an allowance for sea level rise.

### Cost Share Agreements

Following Council endorsement of projects, staff submitted applications for flood protection grant funding in 2010 and were successful on the Williams Road and No. 1 Road North Drainage Pump Station projects. In May 2012 staff received and have been asked to execute the proposed cost share agreements from the Province for these projects. These cost share agreements include the following key terms:

- The Province will provide two-thirds (2/3) of the actual eligible costs of the projects up to \$1,270,000 for the Williams Road Drainage Pump Station and \$2,300,000 for the No. 1 Road North Drainage Pump Station;
- Projects must be started within 3 months of executing the agreement;
- Projects must be completed by March 2013;
- The City will maintain general commercial liability insurance in an amount not less than \$2 million and include the Province as an additional insured;
- The City will grant a release and indemnity in favour of the Province;
- In the event that the City sells or otherwise disposes of the works, the City must repay a portion of the grant funding to the Province; and
- The City must provide status updates to the Province at least every 30 days.

Staff anticipates that if any of the City's submissions for the 2012 Flood Protection Grant Program are successful, the cost-share agreements for the approved projects will include similar key terms, including granting of a release and indemnity by the City in favour of the Province.

Staff recommends authority be given to the Chief Administrative Officer and General Manager Engineering and Public Works to negotiate and execute the cost share agreements from the Province for the Williams Road Drainage Pump Station and the No. 1 Road North Drainage Pump Station and if any of the City's submissions for the 2012 program are successful, to negotiate and execute the cost share agreements for those projects.

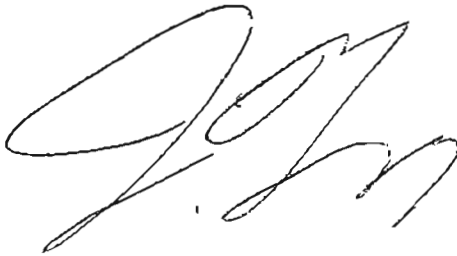
#### **Financial Impact**

There is no funding impact at this time.

Staff will submit the projects identified in this report for Council consideration as part of future capital programs with the City portion of funding from the Drainage and Dikes Utility and/or Drainage DCC's.

#### **Conclusion**

The Provincial and Federal governments have partnered to provide flood protection funding to communities throughout British Columbia. It is anticipated that there will be a flood protection funding grant opportunity announcement in the Fall 2012 with funding levels and application parameters similar to what was required in 2010. Staff have prepared a list of flood protection related projects and are seeking Council endorsement in accordance with the anticipated program requirements. Further, staff are seeking Council authority for the negotiation and execution of cost share agreements approved pursuant to the two grant programs.

A handwritten signature in black ink, appearing to read 'J. Young', with a stylized, flowing script.

Jim V. Young, P. Eng.  
Manager, Engineering Design and Construction  
(604-247-4610)

JVY:jvy







# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** April 26, 2012

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


**File:** 10-6340-01/2012-Vol  
01

**Re:** Permits for City Pump Stations

### Staff Recommendation

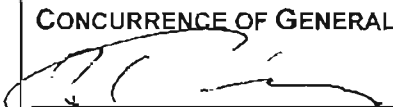

That the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to sign Vancouver Fraser Port Authority (Port Metro Vancouver) Permits in the format shown in Attachment 1 as needed for the construction and operation of current and future City pump stations.

*ACTIVE  
DIAGNOSTIC  
FOR*



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

Att. 1

FOR ORIGINATING DEPARTMENT USE ONLY			
<b>ROUTED TO:</b>		<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Law		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> <i>JE</i>	NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>
			 YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

## **Staff Report**

### **Origin**

The City operates 38 drainage pump stations that discharge Richmond's storm water into the Fraser River and Sturgeon Bank. As these stations are upgraded to meet future needs, some of the upgraded stations may encroach into Crown land and require agreements with the relevant authorities.

The purpose of this report is to seek authorization for the Chief Administrative Officer and the General Manager, Engineering and Public Works to sign Port Metro Vancouver Permits related to the construction and operation of City pump stations.

### **Analysis**

Various pump stations in the City are being upgraded to meet the 2041 OCP requirements as they near the end of their service life. As part of these projects, the section of dike adjacent to each pump station is being raised in accordance with the current provincial guidelines. The combination of increased pumping capacity and raising the dike results in a larger overall footprint for the final works. In some locations, this can cause some of the pump station structure to extend into Crown land beyond the dike.

The Vancouver Fraser Port Authority (Port Metro Vancouver) currently holds head leases from the Ministry of Transportation and Infrastructure (MOTI) for the North Arm and Lower Main Arm. These parties are currently negotiating a new head lease that will require approval from the federal Minister of Transport. Until this new head lease is finalized, the Port will require execution of a yearly Release of Liability and Indemnity and Permit ("Permit") to allow for construction and operation of works within the head lease area. Due to the indemnity clause contained in this Permit, Staff require Council approval to enter into these agreements.

Currently, a Permit is required for the No. 4 Road Drainage Pump Station only (Attachment 1). However, additional Permits may be required on future stations.

Once the new head lease between the Port and MOTI is finalized, the Port and City will negotiate a sub-lease agreement that will be brought forward to Council for approval.

### **Financial Impact**

None at this time.

The current yearly Permit cost for the No. 4 Road Drainage Pump Station is \$1,575 and was included in the 2008 Capital Submission Operating Budget Impact (OBI). Annual costs for future pump stations that encroach into Crown land are anticipated to be similar and will be included in the relevant Capital Submission.

### **Conclusion**

The City's drainage pump stations are essential to prevent flooding in Richmond. Over time, the capacity of the system will be increased to meet OCP projections. Additional space outside the dike will be required in some locations to accommodate larger pump stations and a higher dike. To obtain this space, agreements will be required with the relevant authorities.

A handwritten signature in purple ink, appearing to be 'Milton Chan', with a long horizontal stroke extending to the right.

Milton Chan, P.Eng.  
Senior Project Engineer  
(604-276-4377)

MC : mc



**Attachment 1**

NO. RIG609-10109P-003

**RELEASE OF LIABILITY AND INDEMNITY AND PERMIT**

VANCOUVER FRASER PORT AUTHORITY

TO

CITY OF RICHMOND

---

DATED: As of January 1, 2012

AUTHORITY: Submission No. RE195-12 dated March 5, 2012 and approved March 6, 2012

REFERENCE: Certain waterlot area, labelled Parcel "A" of some 61 square metres, more or less, fronting No. 4 Road, Sections 14, 15, 22 and 23, Block 5 North, Range 6 West, New Westminster District, City of Richmond, Province of British Columbia

---

LOCATION: Foot of No. 4 Road and River Road, City of Richmond, Province of British Columbia

**RELEASE OF LIABILITY AND INDEMNITY AND PERMIT ("Permit")  
(No. 4 Road Pump Station)**

In consideration of Vancouver Fraser Port Authority ("VFPA") permitting the City of Richmond and its servants, agents and contractors (the "City") to enter those properties owned by Her Majesty the Queen in Right of Canada and managed by VFPA labelled "PCL 'A'" on Sketch Plan S2010-196 dated October 26, 2010 (attached hereto as Schedule "A"), (the "VFPA Parcel") for the sole purpose of operating, maintaining and repairing a viewing platform, steel pipes, three (3) storm water discharge pipes and a concrete headwall in the vicinity of No. 4 Road and River Road, Richmond, Province of British Columbia (hereinafter referred to as the "Pump Station Works"), the City hereby releases and forever discharges VFPA, its servants and agents, from any and all claims, demands, actions, suits or other proceedings which the City may have in any manner whatsoever on the VFPA Parcel, including any claims or demands for loss of or damage to machines or other equipment brought upon the VFPA Parcel or injuries or death to persons on the VFPA Parcel, pursuant to this permission, except only to the extent that such loss, damage, or injury or death is caused by the willful misconduct or negligence of VFPA.

In further consideration of the said permission, the City hereby covenants to indemnify and save harmless VFPA from any and all expenses, costs, claims, demands, actions, suits or other proceedings arising out of the said permission, except only to the extent caused by the willful misconduct or negligence of VFPA. Without limiting the generality of the foregoing such indemnity shall include all expenses, costs, claims, demands or actions, arising out of injury or death to persons who gain access to the VFPA Parcel as a result of said permission.

Claims referred to herein shall include any awards made against VFPA under any statute for the protection of workmen.

The City agrees to comply with all applicable laws, regulations and environmental conditions respecting the City's use and construction activities on or about the VFPA Parcel. The City further agrees not to bring any hazardous substance onto the VFPA Parcel.

The parties agree that while it is their intention to enter into a longer term tenure agreement regarding the Pump Station Works, should such agreement for whatever reason not be entered into by the time this Permit expires, the City agrees that it shall remove the Pump Station Works and restore the VFPA Parcel to its original condition at its sole cost and expense no later than nine (9) months after expiration of the Permit. Notwithstanding any prior discussions between the parties, the VFPA shall in no way be bound to enter into any further agreement permitting the use and occupancy of the VFPA Parcel by the City.

In consideration of granting consent for the use and access of the VFPA Parcel, the City agrees to pay unto VFPA the sum of ONE THOUSAND FIVE HUNDRED AND SEVENTY FIVE DOLLARS (\$1,575.00) for the period representing January 1, 2012 to December 31, 2012. Such payment is to be remitted to VFPA in advance on or before the commencement date.

THIS PERMIT EXPIRES AT 24:00 HOURS ON December 31, 2012.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2012.

VANCOUVER FRASER PORT AUTHORITY

CITY OF RICHMOND

\_\_\_\_\_  
Manager, Real Estate

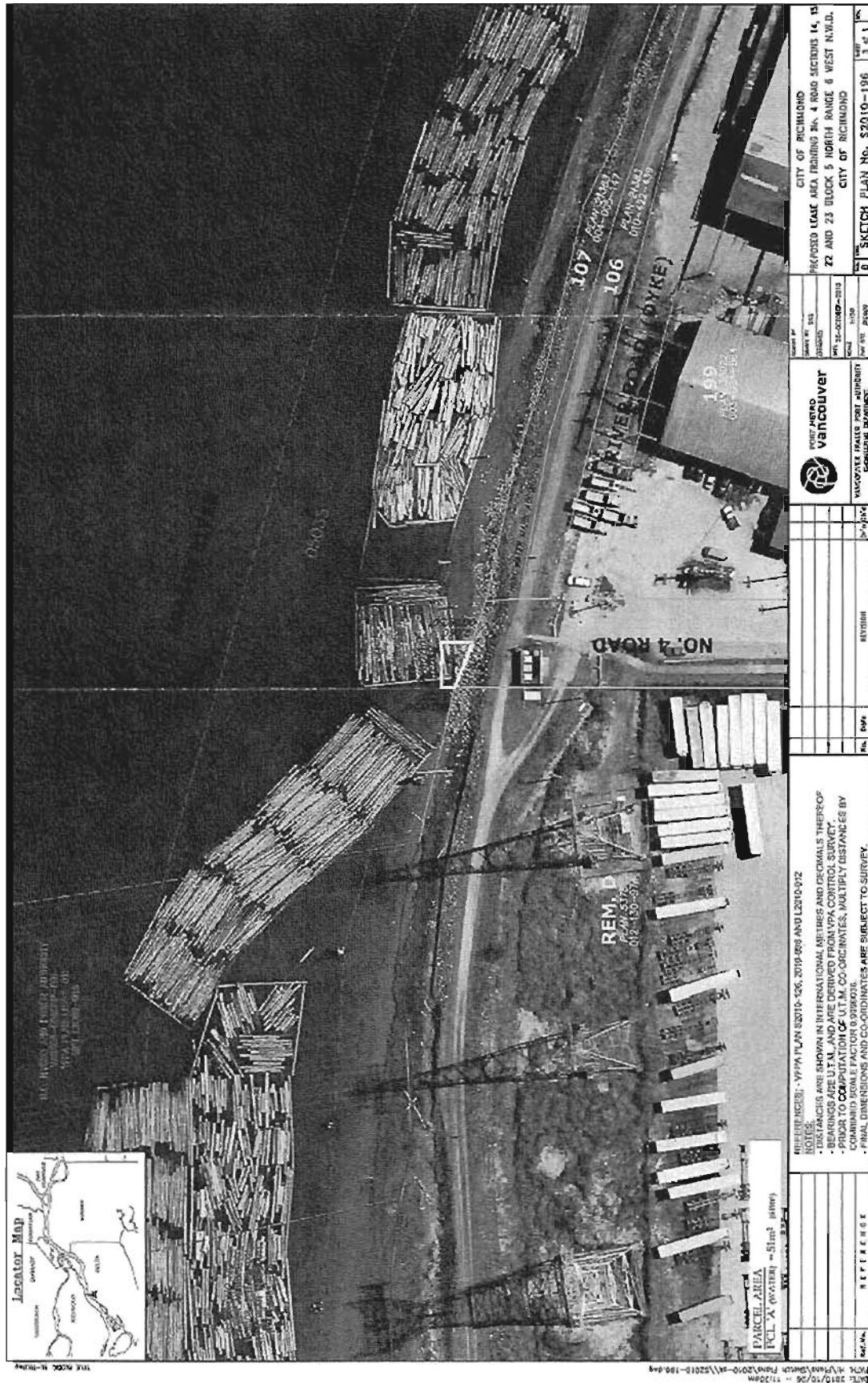
\_\_\_\_\_  
Print Title: \_\_\_\_\_

\_\_\_\_\_  
Corporate Secretary

\_\_\_\_\_  
Print Title: \_\_\_\_\_

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RELEASE & INDEMNITY - CITY OF RICHMOND







# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** Apr 3, 2012

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

**File:** 01-0150-20-ICBC1-  
01/2012-Vol 01

**Re:** ICBC/CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM – PROPOSED  
PROJECTS FOR 2012

### Staff Recommendation

1. That the list of proposed road safety improvement projects, as described in the report, be endorsed for submission to the ICBC 2012 *Road Improvement Program* for consideration of cost sharing funding.
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 the 2012 Capital Plan and 5-Year (2012-2016) Financial Plan be amended accordingly.

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

FOR ORIGINATING DEPARTMENT USE ONLY			
<b>ROUTED TO:</b>		<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Budgets & Accounting.....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Engineering .....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Law.....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
RCMP.....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>
			YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

## Staff Report

### Origin

At the April 26, 2011 regular Council meeting, Council endorsed a number of proposed joint ICBC-City of Richmond road safety improvement projects for 2011. This report summarizes the projects implemented in 2011 with funding from ICBC and presents a list of projects proposed to be implemented with funding contributions from ICBC as part of the 2012 ICBC-City of Richmond *Road Improvement Program* partnership.

### Analysis

#### 1. Partnership with ICBC on Road Improvement Program

The City has been in partnership with ICBC in the *Road Improvement Program* since 1994. This partnership is a vital component of the City's traffic safety program as it enables the City not only to undertake more traffic safety enhancements than it could alone, but also to expedite some of these road safety improvement projects. Each year, a list of potential capital projects is developed for inclusion in the *Road Improvement Program* based on the results of joint ICBC/City traffic safety studies and input from the Traffic Safety Advisory Committee and other stakeholders. Past funding from ICBC has contributed to the implementation of projects such as the realignment of left-turn lanes at intersections to improve sightlines, the installation and upgrading of pedestrian crosswalks and the installation of new traffic signals.

#### 2. 2011 ICBC/City of Richmond Road Improvement Projects

As shown in Table 1 below, a number of City projects completed in 2011 will receive a total of \$83,500 in funding from ICBC's *Road Improvement Program*.

**Table 1: 2011 Road Improvement Projects Receiving ICBC Funding**

Location	Project Description	2011 ICBC Contribution
No. 3 Road: Cambie Road-Brown Gate Road	• Installation of railing in centre median	\$15,000
Minoru Gate and Granville Ave	• Installation of additional crosswalk on west leg	\$5,000
Lansdowne Road at Garden City Road	• Installation of electronic "Pedestrian Caution" sign for eastbound to northbound motorists	\$7,000
16 Intersection Locations	• Additional traffic signal heads and backboard upgrades	\$38,000
Chatham Street & 2 <sup>nd</sup> Avenue	• Upgrade of existing crosswalk to a special crosswalk	\$3,000
Gilbert Road south of Steveston Hwy	• Installation of speed humps and speed reader board	\$6,000
Finn Road at curve	• Installation of advisory warning flashers	\$8,000
Westminster Hwy at Smith Crescent	• Installation of overhead signs at crosswalk	\$1,500
<b>Total ICBC Funding</b>		<b>\$83,500</b>

#### 3. Proposed 2012 ICBC-City of Richmond Road Improvement Projects

Table 2 below identifies a number of projects proposed for submission to the 2012 *Road Improvement Program* for funding contribution from ICBC. The implementation of these projects, as well as any additional projects identified prior to ICBC's deadline in May 2012, will

be subject to review by and cost sharing with ICBC. All of these projects have been previously approved by Council.

**Table 2: Proposed 2012 City-ICBC Road Improvement Projects**

Proposed 2012 ICBC-City of Richmond Road Improvement Program Projects <sup>(1)</sup>		Estimated Total Cost	Source of City Funds <sup>(2)</sup>	Confirmed External Agency Funding
Westminster Hwy (Gilley Road to Fraserside Gate): minor shoulder widening to create path separated by extruded curb		\$180,000	\$90,000 2010 & 2011 Misc Intersection Improvements Program	\$90,000 TransLink
Arterial Crosswalk Upgrades to Special Crosswalks	• Francis Road & Ash Street	\$55,000	\$27,500 2012 Arterial Road Crosswalk Program	\$27,500 TransLink
	• Francis Road & St. Albans Road	\$45,000	\$32,500 2012 Arterial Road Crosswalk Program \$12,500 2011 Misc Intersection Improvements Program	-
	• No. 4 Road & Dayton Avenue	\$50,000	\$25,000 2012 Transit Plan Infrastructure Improvements	\$25,000 TransLink
	• Railway Avenue & Linfield Gate	\$45,000	\$22,500 2011 Transit Plan Infrastructure Improvements	\$22,500 TransLink
No. 3 Road (Saba Road to Richmond-Brighouse Stn): installation of median railing		\$14,000	\$14,000 Canada Line No. 3 Road Restoration Program	-
Garden City Rd & Granville Ave: installation of pedestrian signal and multi-use paths		\$195,400	\$48,850 2010 Cycling Network Expansion Program	\$97,700 / TransLink \$48,850 / BCMoT
Steveston Hwy (Hwy 99 to No. 5 Road): frontage improvements on north side including additional westbound right- and left-turn lanes <sup>(3)</sup>		\$1,028,000 (Est. Max Roads DCC Credits)	\$514,000 Net Roads DCC Credits after External Grants	\$514,000 TransLink
Herbert Road (Afton Dr to Bates Rd): construction of neighbourhood pathway		\$250,000	\$250,000 2012 Neighbourhood Walkways Program	-
Aquila Rd (lane north of Williams Rd to Albion Rd): construction of neighbourhood pathway		\$32,000	\$32,000 2011 Neighbourhood Traffic Safety Program	-
Forsyth Cr (Gibbons Dr to Thompson School): construction of neighbourhood pathway		\$48,500	\$48,500 2012 Asphalt Re-Paving Program - Non-MRN	-
Garden City Road at Garden City School: installation of flashing school zone warning sign		\$12,000	\$12,000 2011 Neighbourhood Traffic Safety Program	-
Finn Road: Installation of driver feedback signs at limits of 30 km/h zone		\$30,000	\$30,000 2011 Public Works Minor Capital Traffic Project	-

(1) Some projects that were originally submitted to the 2011 Program are being re-submitted to the 2012 Program as they were not initiated and/or substantially completed in 2011.

(2) Should the submitted project receive funding from ICBC, the City's portion of the total cost would be reduced accordingly.

(3) This project is associated with the redevelopment of the former Fantasy Gardens site approved by Council in September 2009.

ICBC's potential funding contribution to these projects will be determined by historical traffic accident rates at these locations and the estimated reduction in ICBC claim costs resulting from the proposed traffic safety improvements as well as eligibility of the project vis-à-vis the funding guidelines. The outcome of ICBC's review of the above projects, as well as any additional projects identified, will be reported back as part of 2013 ICBC Road Improvement Program.



Upon approval of a project by ICBC, the City would be required to enter into a funding agreement with ICBC. The agreement is provided by ICBC and generally includes an indemnity in favour of ICBC. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements for approved projects and the 2012 Capital Plan and 5-Year (2012-2016) Financial Plan be amended accordingly to reflect the receipt of external grants.

#### 4. Other Road Safety Partnerships with ICBC

Staff are also collaborating with ICBC on the following initiatives outside of the scope of the *Road Improvement Program* (which is focussed on funding capital projects):

- *Pedestrian Safety Campaign*: development of an education and awareness campaign for both pedestrians and motorists to highlight the importance of about road safety and ultimately prevent collisions, injuries and fatalities for all road users;
- *No. 5 Road and Cambie Road Intersection*: while this intersection was recently mistakenly reported as the being the third worst in Metro Vancouver, ICBC has confirmed that this intersection has an unusually high ratio of side-impact (T-bone) crashes, which are symptomatic of red light running. Staff therefore will pursue conducting a joint road safety review of the intersection with ICBC to identify if any capital improvements are warranted to improve the safety of the intersection. Staff will report back on the results of the study, and any capital improvements identified, as part of 2013 ICBC *Road Improvement Program*.

#### Financial Impact

None.


The funding sources for the City's portion of the costs of the projects have been previously approved or endorsed by Council as outlined in Section 3 of this report. Several of the identified projects have additional external grants either approved or pending approval from other agencies (e.g., TransLink, ICBC).

#### Conclusion

ICBC is a significant long-time partner working with the City to promote traffic safety in Richmond. The traffic safety initiatives jointly implemented by ICBC and the City, including various road and traffic management enhancements, educational efforts and enforcement measures, have resulted in safer streets for all road users in Richmond. Staff therefore recommend that Council endorse the various local road safety improvement projects for submission to the 2012 joint ICBC-City of Richmond *Road Improvement Program*. Upon approval by ICBC of any projects, a cost-share agreement will be executed by staff with ICBC.



Joan Caravan  
Transportation Planner  
(604-276-4035)



Fred Lin, P.Eng., PTOE  
Senior Transportation Engineer  
(604-247-4627)

JC:rg



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**To:** Public Works & Transportation Committee      **Date:** April 24, 2012  
**From:** Victor Wei, P. Eng.  
Director, Transportation      **File:** 10-6455-01/2012-Vol 01  
**Re:** **PROPOSED PARKING STRATEGY FOR STEVESTON VILLAGE**

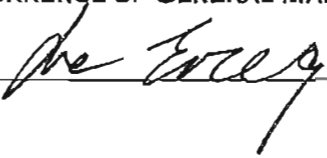


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**Staff Recommendation**

1. That Option 1 to retain free public parking on City-managed parking spaces in the Steveston Village area, as described in the report, be endorsed as a trial strategy and that staff report back on its effectiveness after the trial period in Fall 2012.
2. That Council send a letter to the Steveston Harbour Authority (SHA) and the Steveston Merchants Association expressing its support of the two parties working together to facilitate employee parking in the SHA lot on Chatham Street on a temporary basis from June 11 to September 30, 2012, as generally proposed in Attachment 2.
3. That staff be directed to negotiate the renewal of the City's licence of occupancy for 3771 Bayview Street with the Steveston Harbour Authority and report back on the outcome of these discussions as soon as possible.
4. That, as described in the report, staff be directed to:
  - develop short- and long-term streetscape visions for Bayview Street and Chatham Street and report back by the end of 2012; and
  - undertake the supplementary improvements to support other travel modes.

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

Att. 3

FOR ORIGINATING DEPARTMENT USE ONLY			
<b>ROUTED TO:</b>		<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Bylaws .....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Parks and Recreation .....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Policy Planning .....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
Budgets & Accounting.....		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/> 	NO <input type="checkbox"/>	<b>REVIEWED BY CAO</b>  YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>



## Staff Report

### Origin

At its July 20, 2011 meeting, the Public Works & Transportation Committee made the following referral:

*That staff investigate and report back on:*

- (1) the Steveston Harbour Authority's plans for pay parking on their lots in Steveston;*
- (2) private pay parking lots in Steveston;*
- (3) an update on the City's pay parking policy for Steveston;*
- (4) City owned lots in Steveston and their potential future uses; and*
- (5) pay parking on City owned lots in Steveston.*

This report responds to the referral and recommends the implementation of several measures to improve the availability of public parking in the Steveston Village area, especially during busy months.

### Analysis

#### 1. Steveston Harbour Authority Plans for Pay Parking on its Lots

Of the eight existing pay parking lots for use by the public in Steveston Village (Lots 1 to 8 on **Attachment 1**), three of these lots (Lots 1, 6 and 7) are owned solely by the Federal Crown (Department of Fisheries & Oceans ) and administered by the Steveston Harbour Authority (SHA). The SHA implemented pay parking on these three lots in July-August 2011 with a rate structure of \$2.00 per hour and varying amounts of additional time that can be purchased. The SHA-administered public parking lot at the south end of 7<sup>th</sup> Avenue (Lot 12) is currently free but the SHA has indicated that it may convert this lot to pay public parking in the future.

The SHA has indicated that it would consider designating a portion of Lot 6 (i.e., gravel lot on Chatham Street) for monthly permit parking and/or leasing part of the lot to TransLink for an off-street bus exchange. Staff have informed TransLink of this latter suggestion and have offered to facilitate a meeting with the SHA. The SHA has cautioned that as it derives parking revenue from film crews that occasionally use the lot, any film crews displaced by these potential uses would need to be accommodated in other private lots or on public streets.

The City did hold an annual licence of occupancy with the SHA for the use of its lot at 3771 Bayview Street (Lot 11) for free off-street public parking. This licence expired in December 2011 and the City currently retains use of the lot on a month-to-month basis at a cost of \$560 per month. In February 2012, the SHA advised the City of its interest in converting the lot to pay public parking. The SHA has agreed to defer action on this issue to May 31, 2012 pending Council consideration of this report. Staff recommend that the City seek to renew its licence of occupancy for Lot 11 with the SHA with the intent of retaining the lot as free public parking at a cost similar to the existing terms. Staff would report back on the outcome of these discussions as soon as possible.

## **2. Pay Parking on Privately-Owned Off-Street Properties in Steveston**

Of the remaining five existing public pay parking lots, four of these (Lots 2 through 5) are jointly owned by the Federal Crown, the SHA and a third private entity. As with the three lots administered by the SHA discussed in Section 1, pay parking was also implemented on Lots 2 through 5 in July-August 2011 with the same rate structure of \$2.00 per hour and varying amounts of additional time that can be purchased.

The remaining site is an underground pay public parking lot on Bayview Street east of No. 1 Road (Lot 8), which was built as part of the Imperial Landing development and is owned by Onni Development Corp. The lot has a rate structure of \$2.00 for the first hour and \$1.00 per hour thereafter up to a maximum of 24 hours.

## **3. Pay Parking Policy for City-Owned Properties in Steveston**

There is no existing formal City policy regarding pay parking in Steveston. Council last considered this specific topic in July 2007 when staff presented a report on the results of a public open house held in Steveston in July 2006 to solicit feedback on a number of parking improvement ideas for the Steveston Village area. At that open house, one of the ideas presented to the public was: *"Do you support the implementation of pay parking in the Village core?"* Based on the 88 feedback forms completed, 70 per cent of respondents were opposed to pay parking. Per written comments, Steveston area residents felt that the imposition of pay parking would penalize them for shopping locally and lead to their choosing to shop at a nearby mall with free parking which, in turn, would negatively impact Steveston businesses.

The parking improvement ideas presented at the July 2006 open house were subsequently refined to a list of draft recommendations that were presented at a second open house in June 2009. As little support had been indicated for the general introduction of pay parking, the draft recommendation proposed that pay parking be established only for new additional public parking that would comprise new angle spaces to be created on the north side of Bayview Street. Based on the 114 feedback forms completed, there was insufficient support for this proposal and thus the final recommendation was to remain at status quo (i.e., do not construct angle parking on Bayview St and thus do not implement pay parking for those spaces). The City has not since considered pay parking in Steveston.

## **4. Potential Future Use of City-Owned Off-Street Properties in Steveston**

Within the Village core, the City owns two properties that are currently used to provide a total of 48 free off-street public parking spaces (Lots 9 and 10). These lots are anticipated to remain as public parking lots for the foreseeable future but ultimately, if there is an opportunity to provide additional public parking as part of a parkade within a future major development (either at the two subject sites or other sites in the Steveston Village), then the two properties could potentially be disposed of with the resulting revenue invested towards a joint partnership between the developer and the City to improve and consolidate parking for the public.

Outside the Village core, the City-owned lot at 4320 Moncton Street (Lot 14) across from the Steveston Community Centre currently provides informal free off-street parking with a capacity of approximately 55 vehicles. Access is gained via a temporary ramp from Easthope Avenue and there is no signage regulating the use of the lot. Parks and Recreation staff intend to present

a separate report regarding the potential future uses of this lot at the June 2012 meeting of the Parks, Recreation & Cultural Services Committee.

## **5. Pay Parking on City-Owned Properties in Steveston**

As noted in Section 3, the City has no existing formal policy regarding pay parking in Steveston. Currently, the off-street public parking lots operated by the City (Lots 9, 10 and 11) as well as on-street parking spaces within the Village core are free with a two-hour time restriction in effect between 9:00 am and 6:00 pm, seven days per week. On-street parking on Chatham Street west of 3<sup>rd</sup> Avenue as well as Bayview Street east of No. 1 Road is free with no time restriction.

While it is feasible for the City to introduce pay parking to these three lots (given a renewed license with the SHA for Lot 11) similar to that already implemented by the SHA, staff recommend that these lots be retained as free parking for the time being in light of recent community's desire of not introducing further pay parking in the Village. Furthermore, local community representatives have proposed an alternative option to improve the availability of public parking, as discussed further in Section 6.1 below.

## **6. Proposed Measures to Improve Public Parking in Steveston**

The implementation of pay public parking by the SHA on its lots in Steveston Village has increased parking demand for the remaining free spaces, most of which are City-owned. The following sections identify potential measures to improve the availability of public parking through increased turnover in the Village area.

### **6.1 Options to Manage City On- and Off-street Public Parking**

Essentially, there are two alternative options with respect to the management of City-operated public parking: maintain free parking or implement pay parking as part of a comprehensive parking strategy. The scopes of these options are outlined below for Council's consideration.

#### Option 1: Maintain Free Parking with Increased Enforcement (Recommended)

On April 17, 2012, the City received a proposal from Mr. Robert Kiesman, the community representative on the Steveston Harbour Authority Board (see **Attachment 2**), that suggested the following two key measures for a trial period between June and September this year to improve the availability of free public parking in Steveston, which is perceived as currently inadequate due to employee usage of the spaces beyond the two-hour limit:

- (1) increased enforcement of the existing two-hour time limit; and
- (2) temporary use of the SHA's lot on Chatham Street (Lot 6) for employee parking.

The proposal is to be presented by Mr. Kiesman to the Steveston 20/20 Group at its meeting to be held in early May 2012 and to the SHA Board at its meeting to be held on May 24, 2012.

Staff have reviewed the proposal and support its approach of engaging all stakeholders to find a collective solution to the current problems arising from a lack of adequate turnover of free public parking spaces. With staff's proposed modifications to the proposal, Option 1 would comprise the following measures:



- Increase Enforcement: in order to provide an effective level of parking enforcement to ensure adherence to the existing two-hour time limit that is in effect between 9:00 am and 6:00 pm daily and thus generate sufficient turnover, Community Bylaws staff advise that an additional 1.5 FTE position (i.e., full-time officer dedicated daily to the Village) plus operating overhead would be needed during the four month trial period to ensure compliance to all posted signage. This element would incur an estimated increase of \$39,000 to the City's 2012 operating budget for the proposed trial period from June to September 2012 but would be more than offset by additional violation revenue due to increased enforcement. As this proposal is for a trial period only, there would be no lasting, full-time labour component for Community Bylaws and the position would be filled through the use of existing auxiliary staff. Staff acknowledge that enforcement is inherently unpopular and that local residents and visitors may express concerns to the City regarding the proposed significant increase in enforcement presence.
- Permit Parking in Lanes: instead of a two-hour time limit being imposed in the three north-south lanes as suggested in the proposal, staff recommend that the entrances to each lane be signed for monthly permit parking only, as stakeholders have indicated that most motorists currently parking in the lanes are regular all-day users such as business owners and/or employees. For each lane, spaces would available only to those adjacent businesses on a first-come, first-serve basis at a market rate (e.g., \$50 per month per permit). Staff estimate that there are a total of 60 informal spaces available in the three lanes.
- Mitigate Potential Spill-Over Parking: increased enforcement of the existing two-hour time limit may prompt some visitors and/or employees to seek free parking on the street in the surrounding residential neighbourhoods or off-street in nearby lots (e.g., Steveston Community Centre). Staff propose the following measures to preclude these possible actions.
  - Residential Neighbourhood North of Chatham Street: Section 12.4(1) of Traffic Bylaw 5870 specifies that a three-hour maximum parking time limit is in effect between 8:00 am and 6:00 pm on streets abutting any residential or commercial premise, unless the parked vehicle belongs to the owner of such premise. Given this existing regulation, signage advising of this parking restriction would be installed at entrances to the single family residential neighbourhood north of Chatham Street and west of No. 1 Road (e.g., at the intersections of local roads with Chatham Street, No. 1 Road and 7<sup>th</sup> Avenue) rather than installing two-hour parking time limit signage along selected streets only as suggested in the proposal. The installation of similar signage in Burkeville (see **Figure 1**) has proven highly effective in deterring parking intrusions into the neighbourhood as well as minimizing impacts on local residents and/or their visitors.



**Figure 1: Parking Restriction Signage in Burkeville**

Traffic enforcement would occur on a complaint basis only where a resident finds a vehicle parked in front of his/her house, he/she may contact Community Bylaws for

parking enforcement (note that a resident cannot file a complaint regarding a vehicle parked in front of someone else's house). The additional Bylaw Enforcement officer proposed for the Steveston area would then be dispatched to record the vehicle and follow-up to check for compliance to the three-hour parking restriction limit.

- Residential Neighbourhood East of No. 1 Road: currently there are no on-street parking restrictions with respect to the multi-family residential neighbourhood immediately east of No. 1 Road and bounded by Moncton Street and Bayview Street. As Section 12.4(l) of Traffic Bylaw 5870 is not applicable in multi-family areas, staff propose to introduce a parking restriction of a three hour maximum time limit on Bayview and Moncton Streets, both between No. 1 Road and Easthope Avenue, which are within a five minute walk (200 m) of the Village core.
- Steveston Community Centre: should Option 1 be approved, staff recommend that a joint workshop be held with facility staff, Community Bylaws staff and the Steveston Community Society to develop a plan to address the potential of intrusion into the parking lots that serve the community centre.
- Designate Employee Parking: for the peak season only (i.e., June through September), long-stay employees that do not have on-site parking available could utilize the SHA's Lot 6 on Chatham Street. This component would require the support of a majority of Village merchants and the successful negotiation of an arrangement between the SHA and the merchants regarding the terms for the use of Lot 6 (i.e., parking rate, number of parking spaces to be designated, accommodation of film crews, etc).

Option 2: Develop Parking Strategy with Pay Parking Program (Not Recommended)

Under this option, a pay parking strategy for City on- and off-street facilities in the area would be developed with the following primary objectives:

- use of variable pay rates to:
  - encourage parking space turnover of the most desirable and convenient parking spaces (i.e., those near the waterfront);
  - optimize existing parking supply by shifting parking demand away from a location or time period with especially high demand to areas that are relatively underutilized; and
- improve operational efficiency of parking enforcement methods.

This option would include the development of a pay parking program with the following key components:

- rate structure by time, day and/or season;
- type of payment system;
- possible concession parking rates for Richmond residents using smart card/smart phone technology;
- forecast revenues and expenses of introducing pay parking; and
- measures to address the following potential impacts:
  - viability of local businesses;
  - parking intrusion into the surrounding residential neighbourhoods as well as the parking lots of the Steveston Community Centre;

- parking incursions in the lanes; and
- need for parking spaces designated for local employees.

Once a draft pay parking strategy is developed, staff would undertake further consultation with area stakeholders, the Richmond Parking Advisory Committee and the general public to solicit feedback. Upon compilation of the feedback, staff would bring forward a set of final recommendations for Council's consideration in Fall 2012.

## 6.2 Evaluation of Options

Option 1 would help address the issue of a lack of parking space turnover but would continue to rely on time-based parking enforcement that is labour intensive. Option 2 would not only address parking space turnover but also broader goals such as:

- enable more efficient parking enforcement;
- optimize existing parking supply;
- potentially recover costs related to providing public parking or transportation infrastructure; and
- generate revenue for possible local improvements, particularly those that encourage the use of alternative travel modes.

However, a number of stakeholders, local merchants and residents have expressed concerns regarding the introduction of pay parking for City on- and off-street facilities, as it is perceived as placing the Village at a competitive disadvantage to other neighbourhood centres where parking is offered free (e.g., Seafair or Broadmoor), thereby discouraging transient and recurring visits to the area that in turn may negatively impact the viability of local businesses.

Given these factors, staff therefore recommend that Option 1 be implemented on a trial basis to determine its effectiveness in generating sufficient parking space turnover. Should Option 1 be approved at the May 28, 2012 Council Meeting, staff would seek to implement the measures within 14 days of the approval (therefore commencing on June 11, 2012 as opposed to June 1, 2012 as originally proposed) in light of the approaching peak season.

While the implementation of designated employee parking is a key element of Option 1, staff acknowledge that this component is beyond the City's control. Should the SHA and the merchants be unable to agree upon terms for the use of Lot 6, staff recommend that the City still proceed with the measures of increased enforcement, implementation of permit parking in the lanes and mitigation of potential spill-over parking as a trial, as they will improve parking turnover as well as minimize any potential traffic safety concerns that may arise from an increased demand for parking in the lanes or residential areas should they remain unregulated.

## 6.3 Streetscape Visions for Bayview Street and Chatham Street

In light of current and anticipated development along both Bayview Street and Chatham Street, staff recommend that short- and long-term streetscape visions for both roadways be developed to help guide the enhancement of the pedestrian realms as well as the efficiency of curb parking. These proposed streetscape visions would include the examination of possible re-configurations



of on-street parking spaces to improve public parking. Staff would report back with the proposed streetscape visions by the end of 2012.

#### 6.4 Supplementary Parking Improvements for Bicycles and Motorcycles

As a complement to determining the appropriate management of City-operated public parking, staff have identified supplementary improvements for bicycle and motorcycle parking that would be implemented as soon as possible with the intent of having the improvements in place prior to the peak tourist season.

##### 6.4.1 On-Street Bicycle Parking

Steveston is a popular destination for cyclists, particularly during the peak season, and the City has installed a number of bike racks to provide secure parking, typically at curb extensions where sufficient space is available to accommodate the rack. However, there are several mid-block locations where a lack of curb extensions and/or narrow sidewalk width preclude the installation of a bike rack and, as a result, parked bicycles can block the passage of pedestrians (see **Figure 2**).



**Figure 2: Overflow Bike Parking on Bayview St**

Staff propose the creation of on-street “bike corrals,” whereby curb space can be temporarily delineated for bicycle parking through the use of rubber curbs and delineators. Corrals provide a ten to one customer to parking space ratio and improve an outdoor café seating environment by removing locked bicycles from the sidewalk. **Figure 3** illustrates a typical example of a permanent bike corral in Portland, Oregon.

These spaces would be demarcated as a pilot project for the peak season only (e.g., June 1<sup>st</sup> through August 31<sup>st</sup>). Staff have identified the following two potential locations:

- west side of No. 1 Road mid-block between Moncton Street and Bayview Street; and
- south side of Bayview Street in the vicinity of 2<sup>nd</sup> Avenue near the entrance to Steveston Landing.



**Figure 3: On-Street Bike Corral in Portland, OR**

Upon determination of a specific space for each location, staff would consult with any local merchants fronting the proposed parking areas prior to implementation of the bike corrals, with a view to minimizing any impacts to existing parking spaces.

A third location that is popular with cyclists is the grassed area at the northwest corner of No. 1 Road and Bayview Street. This property is owned by the federal government and administered by the SHA. Staff propose to discuss with the SHA the potential of providing bike parking at this site (e.g., install concrete pad with bike racks).

#### 6.4.2 Parking for Motorcycles, Mopeds and Scooters

The City has received requests for the designation of on-street parking specifically for motorcycles, mopeds and scooters. As these vehicles have a smaller footprint than automobiles, parking spaces for these modes can often be accommodated within the clearances at either end of existing on-street parking with no impact. A review of the existing on- and off-street parking layouts in the Village core identified that 22 to 25 special parking spaces for motorcycles can be easily created with minor pavement markings and signage (see **Attachment 3** for the location of the spaces).

### 7. Consultation to Date

In February and March 2012, staff discussed some of the elements of what could comprise a parking strategy with representatives of the following stakeholder groups: Steveston Harbour Authority, Steveston Merchants Association, Steveston Community Society, Steveston 20/20 Group, and the Richmond Parking Advisory Committee. These elements included pay parking and potential rate structures, the creation of additional on-street angle parking, parking in lanes, and the possible need for designated employee parking.

With respect to pay parking, there is mixed support from stakeholders; some recognize the benefit of increased parking turnover while others believe the proposal would damage the viability of local businesses and deter residents from shopping locally. There is some support for the various options to increase on-street parking by creating angle parking on Bayview Street and/or Chatham Street but also stronger opposition to the loss of green space on Bayview Street. There are also mixed opinions regarding employee parking – some believe it is the sole responsibility of the business owner while others see the merit of providing designated parking for employees.

Numerous comments were also received from individual residents and merchants in the Steveston area, including a petition signed by 150 merchants. Amongst individuals and residents, there is strong opposition to the introduction of pay parking on City streets and lots with most stating that such a program would be detrimental to local businesses and that residents should be allowed to park for free.

#### Financial Impact

None.

Option 1, the recommended option, is estimated to require an additional \$39,000 in 2012 funding for a 1.5 FTE parking bylaw officer and associated overhead for the proposed trial period between June 11 and September 30, 2012 inclusive. Staff estimate that these costs would be more than offset by the projected additional violation revenue due to increased enforcement. Staff would accommodate this additional expenditure within the existing budget Community

Bylaws for 2012. The outcome of the recommended trial parking strategy will be reported out to Council in Fall 2012.

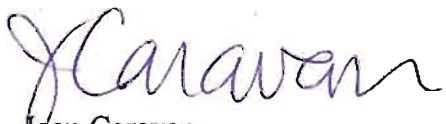
### **Conclusion**

The implementation of pay public parking by the Steveston Harbour Authority has shifted parking demand to the remaining free spaces, most of which are City-owned. To improve the availability of public parking in the Steveston Village area, staff recommend that:

- Option 1 as described in the report be implemented and Council send a letter to the Steveston Harbour Authority (SHA) and the Steveston Merchants Association expressing its support of the two parties working together to facilitate employee parking in the SHA lot on Chatham Street on a temporary basis from June 11 to September 30, 2012;
- the City negotiate the renewal of its licence of occupancy for 3771 Bayview Street with the SHA and report back on the outcome of these discussions as soon as possible; and
- the supplementary improvements to support other travel modes as described in the report be implemented.

The recommended Option 1 is considered to be the most supportable by all stakeholders and, importantly, requires that all key stakeholders collectively share the responsibility of resolving this community issue. This option would be implemented on June 11, 2012 but on an initial trial basis to determine its effectiveness in generating sufficient parking space turnover. Staff would report back on its efficacy in Fall 2012.

As a complementary initiative, staff also recommend that short- and long-term streetscape visions for Bayview Street and Chatham Street be developed to help guide the enhancement of the pedestrian realms as well as identify opportunities to improve on-street public parking. Staff would report back with the proposed streetscape visions by the end of 2012.



Joan Caravan  
Transportation Planner  
(604-276-4035)

JC:lce



# Public Parking in the Steveston Village Area



#	Address	Owner	Spaces	Rates
1	3540 Bayview St	DFO/SHA	18	\$2.00/hr up to 24 hrs
2	3711 Bayview St	DFO/SHA/Steveston Waterfront Properties	29 (+9 reserved)	\$2.00/hr up to 3 hrs
3	3800 Bayview St (West)	DFO/SHA/Steveston Waterfront Properties	24 (2 with 15-min time limit)	\$2.00/hr up to 3 hrs
4	3800 Bayview St (East)	DFO/SHA/Steveston Waterfront Properties	14 (1 with 15-min time limit)	\$2.00/hr up to 3 hrs
5	3971 Bayview St	DFO/SHA/Riversong Inn Ltd	38 (+6 reserved)	\$2.00/hr up to 3 hrs / \$8.00 all day
		Subtotal within Core	123	
6	12111 6th Ave	DFO/SHA	45	\$2.00/hr up to 4 hrs / \$10.00 all day
7	3300 Chatham St	DFO/SHA	225	\$2.00/hr up to 4 hrs / \$10.00 all day
8	4111 Bayview St	Onni Development Corp.	57	\$2.00/hr for 1st hr / \$1.00/hr additional hr up to 24 hrs
		Subtotal outside Core	327	
9	12220 1st Ave	City	38	Free with 2-hr time limit from 9 am-6 pm
10	12200 2nd Ave	City	10 (+5 reserved)	Free with 2-hr time limit
11	3771 Bayview St	DFO/SHA (City Lease)	18	Free with 2-hr time limit from 9 am-6 pm but may convert to pay
		Subtotal within Core	66	
12	3080 Moncton St	DFO/SHA	22	Free with no time limit but may convert to pay
13	12138 4th Ave	Parks Canada	72 (+3 bus)	Free with no time limit but may convert to pay
14	3720 Moncton St	City	55	Free with no time limit
		Subtotal outside Core	149	
On-Street Parking			328	Free with 2-hr time limit from 9 am to 6 pm
On-Street Parking			65	Free with no time limit
Subtotal			393	
TOTAL			1,058	

**Proposal from Community Representative to SHA Board**

**From:** Robert Kiesman [mailto:robertkiesman@gmail.com]

**Sent:** Tuesday, 17 April 2012 15:59

**To:** MayorandCouncillors

**Cc:** AdministratorsOffice; Cantarella, Lorraine; CorporateServices; Wel, Victor; Steves, Harold; Barnes, Linda; blllmcnulty@shaw.ca; McPhail, Linda; Au, Chak; Dang, Derek; ehalsey-brandt@richmond.ca; Johnston, Ken

**Subject:** STEVESTON VILLAGE PARKING PROPOSAL

Mr. Mayor,

I am the community representative on the board of the Steveston Harbour Authority. I recently sent the email below to key residents and business people in the Village for their consideration. I have received mostly positive feedback from them and there is a desire to press forward.

Please review the two-point proposal to solve the parking problem in Steveston Village.

As summer approaches, time is of the essence, and I would appreciate it if the City would respond as soon as possible. The proposal will be assessed at the upcoming 20/20 meeting in early May, and the SHA will be addressing it at our next board meeting on May 24th.

Clearly, timely co-operation of the City is paramount to making this simple proposal work.

Regards,  
Robert Kiesman

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Hi Everyone,

Over the past week, I have discussed with many of you my temporary 4 month proposal (June - September 2012) to help solve the parking problem in Steveston Village. It is a very simple proposal comprised of the following TWO points:

1. All of Bayview, Moncton and Chatham Streets, (along with the alleys in the Village) would be limited to free parking for 2 hours. This rule would require the City of Richmond to: (1) put up more signs; and (2) strictly enforce the time limits by issuing tickets. Second and Third Avenue (between Richmond and Chatham Streets) would also need to be limited to free parking for two hours or have permit parking imposed. For obvious reasons, imposing these limits on the streets and not the alleys would be a waste of time.
2. The merchants in the Village would enter into a 4 month arrangement with the Steveston Harbour Authority whereby they would agree upon a reasonable daily/month parking fee for all of their employees in the SHA Chatham lot, 24/7 for the 4 month period.



### Proposal from Community Representative to SHA Board

This proposal will require certain responsibilities from the three parties, and would bring both benefits and problems for each of them. In my view, when everyone both benefits and gets stung at the same time, that means we are doing something right:

#### City of Richmond:

- *Responsibilities:* Consistently monitor and enforce parking rules.
- *Benefits:* (a) Prevents the need to impose metered parking in the Village and thereby reduces the heat they are taking from the merchants; (b) increase revenue from tickets in the Village; (c) save the time and effort in coming up with another proposal.
- *Problems:* (a) Incur expenses for additional signs and personnel for enforcing parking limits; (b) will take heat from merchants and/or employees who will essentially be forced to participate in the arrangement if the majority agrees to go ahead with it.

#### Steveston Harbour Authority:

- *Responsibilities:* (a) Come up with terms for arrangement, including appropriate fee and logistics; (b) provide a reliable, consistent parking place for over 100 cars.
- *Benefits:* Increased revenue from a lot that currently generates very little revenue.
- *Problems:* (a) Certain conflicts with fuller lot with cars and film crew trailers --> the employees will need assurance that they have access to the lot consistently and reliably; (b) may require the lot to be paved in the future which will be very expensive.

#### Merchants/Employees:

- *Responsibilities:* (a) Come up with arrangement for paying the fees (combination of employers and employees, etc.); (b) need to get a majority of merchants/employees to sign on in a relatively short time frame.
- *Benefits:* (a) Will open up much-needed parking space for customers who pay their bills and wages; (b) Will **pay less than they otherwise would to the City if metered parking is imposed in the Village**; (c) will have reliable, consistent access to a large parking lot that is relatively close to work.
- *Problems:* (a) Will have to pay to park, whereas now it is free.

In order to get this moving before summer arrives and the problem gets much worse, the merchants need to get together to agree on this plan with the SHA. I wish to emphasize that although I am a director on the SHA, **the SHA board has not approved this plan (and ultimately may not)** although the board is aware that I am pressing for it. The next SHA board meeting is on May 24th, and we therefore need to reach some sort of a consensus before then so that it can be presented to the SHA board and then to the City. Obviously, if the City does not agree to this plan, it won't happen regardless of how many of us want it to.

If you are in favor of this plan, please do the following:

- Pass this note along to everyone who should see it.
- Speak to all of the merchants you know and persuade them to sign on.



**Proposal from Community Representative to SHA Board**

- Speak to all of your contacts at the City and persuade them to agree to put up the signs and enforce them.

I want to press forward with this plan if for no other reason that I'd like to have something in place, working, so that I never have to hear about the parking problem in Steveston Village ever again. Like most of you, I'm quite tired of hearing about it and would like to see the problem solved. I think that this plan would have the potential of solving 60-70% of the problem.

This plan is not about raising revenue. It is about altering behavior and habits that are harming our quaint little Village and putting it at risk. In any event, it would only be for 4 months, and if it doesn't work, it doesn't work and you can try something else next summer.

Please let me know if you have any comments or concerns. If and only if you are willing to move forward with the plan and discuss the details, I would be willing to head up a 1 hour meeting with interested parties to discuss the terms. I am NOT willing to have a meeting to discuss whether we should move on with the plan or not. That should be decided beforehand. And please don't use this as an opportunity to sound off against the SHA. I really don't think there are any better alternatives. We've been talking about this problem for far too long now - its time to try something.

Cheers,

Robert

# Proposed Locations of Motorcycle, Moped & Scooter Parking



**M** Parking Space (1-2 spaces per location on-street plus 4 spaces in Lot 10)