



**Community Safety Committee
Electronic Meeting**

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

**Tuesday, December 12, 2023
Immediately following the closed meeting**

Pg. # ITEM

MINUTES

CS-4 *Motion to adopt the **minutes** of the meeting of the Community Safety Committee held on November 15, 2023.*



NEXT COMMITTEE MEETING DATE

January 16, 2024, (tentative date) at 4:00 p.m. in the Council Chambers.

COMMUNITY SAFETY DIVISION

- 1. ANIMAL PROTECTION SERVICES MONTHLY ACTIVITY
REPORT – OCTOBER 2023**

(File Ref. No. 12-8375-01) (REDMS No. 7454271)

CS-10

See Page CS-10 for full report

Designated Speaker: Geoffrey Bramhill

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Pg. # ITEM

STAFF RECOMMENDATION

That the staff report titled “Animal Protection Services Monthly Activity Report – October 2023”, dated November 17, 2023 from the General Manager, Community Safety, be received for information.

☐

2. **PROPERTY USE AND PARKING ENFORCEMENT MONTHLY ACTIVITY REPORT – OCTOBER 2023**

(File Ref. No. 12-8375-01) (REDMS No. 7455592)

CS-15

See Page CS-15 for full report

Designated Speaker: Mark Corrado

STAFF RECOMMENDATION

That the staff report titled “Property Use and Parking Enforcement Monthly Activity Report – October 2023”, dated November 17, 2023 from the Director, Community Bylaws & Licencing, be received for information.

☐

3. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – OCTOBER 2023**

(File Ref. No. 09-5140-01) (REDMS No. 7437214)

CS-23

See Page CS-23 for full report

Designated Speaker: Fire Chief Jim Wishlove

STAFF RECOMMENDATION

That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – October 2023”, dated November 10, 2023, from the Fire Chief, be received for information.

☐

4. **FIRE CHIEF BRIEFING**

(Verbal Report)

Designated Speaker: Fire Chief Jim Wishlove

Items for discussion: None

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ITEM

5. **RCMP MONTHLY ACTIVITY REPORT – OCTOBER 2023**
(File Ref. No. 09-5000-01) (REDMS No. 7425563)

CS-35

See Page CS-35 for full report

Designated Speaker: Chief Supt. Dave Chauhan

STAFF RECOMMENDATION

That the report titled “RCMP Monthly Activity Report – October 2023”, dated November 10, 2023, from the Officer in Charge, Richmond RCMP Detachment, be received for information.



6. **RCMP/OIC BRIEFING**
(Verbal Report)

Designated Speaker: Chief Supt. Dave Chauhan

Items for discussion:

- (i) *Toy Drive Campaign*

- ADDED** 7. **RICHMOND TRAFFIC INTERSECTION CAMERAS AND PROPOSED PUBLIC SAFETY CAMERA SYSTEM**
(File Ref. No. 99-LAW) (REDMS No. 7471928)

CS-56

See Page CS-56 for full report

Designated Speakers: Douglas Liu and Tony Capuccinello Iraci

STAFF RECOMMENDATION

That:

- (1) *A more detailed assessment of the costs associated with implementing the Proposed Public Safety Camera System, including phasing options and funding sources, as described in the report titled “Richmond Traffic Intersection Cameras and Proposed Public Safety Camera System” dated December 6, 2023 from the City Solicitor and General Manager, Community Safety be presented for Council’s consideration and approval through a future budget process;*

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Pg. # ITEM

- (2) *The feasibility of obtaining a Court declaration in advance of the expenditures associated with implementing the Proposed Public Safety Camera System, as described in the report titled “Richmond Traffic Intersection Cameras and Proposed Public Safety Camera System” dated December 6, 2023 from the City Solicitor and General Manager, Community Safety be explored;*
- (3) *Any necessary Privacy Impact Assessment for the Proposed Public Safety Camera System be undertaken to satisfy the requirements of the Freedom of Information and Privacy Act; and*
- (4) *A copy of this report titled “Richmond Traffic Intersection Cameras and Proposed Public Safety Camera System” dated December 6, 2023 from the City Solicitor and General Manager, Community Safety be provided to the Office of the Information and Privacy Commissioner for British Columbia, Minister of Public Safety and Solicitor General, and Richmond Members of Parliament and Members of the Legislative Assembly.*

8. MANAGER’S REPORT

ADJOURNMENT



Community Safety Committee

Date: Wednesday, November 15, 2023

Place: Council Chambers
Richmond City Hall

Present: Councillor Alexa Loo, Chair
Councillor Andy Hobbs
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Bill McNulty

Also Present: Councillor Chak Au
Councillor Carol Day
Councillor Michael Wolfe (by teleconference)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on October 11, 2023, be adopted.

CARRIED

AGENDA ADDITIONS

It was moved and seconded

That:

Brighouse Encampment be added to the agenda as Item No. 7A;

Alderbridge Housing be added to the agenda as Item No. 7B; and

Red Light Cameras be added to the agenda as Item No. 7C.

CARRIED

Community Safety Committee
Wednesday, November 15, 2023

1. ANIMAL PROTECTION SERVICES MONTHLY ACTIVITY REPORT – SEPTEMBER 2023

(File Ref. No. 12-8375-01) (REDMS No. 7406941)

In response to queries from Committee, staff advised that (i) the 145 dog licence accounts outstanding is an annual figure, (ii) at this time there is no noted significant increase in calls for service regarding off-leash dogs, (iii) complaints related to off-leash dogs can be reported to AnimalServicesRequest@richmond.ca or by phoning the BC SPCA Richmond with the noted time and date of offence, and (iv) the *Animal Control Regulation Bylaw No. 7932* prohibits dogs from running at large in unauthorized areas.

It was moved and seconded

That the staff report titled “Animal Protection Services Monthly Activity Report – September 2023”, dated October 20, 2023 from the General Manager, Community Safety, be received for information.

CARRIED

2. PROPERTY USE AND PARKING ENFORCEMENT MONTHLY ACTIVITY REPORT – SEPTEMBER 2023

(File Ref. No. 12-8375-01) (REDMS No. 7406943)

In response to queries from Committee, staff advised that they employ a hybrid model of service delivery related to short-term rental calls for service and violations.

It was moved and seconded

That the staff report titled “Property Use and Parking Enforcement Monthly Activity Report – September 2023”, dated October 20, 2023, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

3. BUSINESS LICENCE ACTIVITY REPORT – THIRD QUARTER 2023

(File Ref. No. 12-8375-01) (REDMS No. 7407020)

In response to queries from Committee, staff advised that (i) Richmond is widely seen as one of the most restrictive regulatory regimes in the province in regards to body rub massage parlours and escorts and there are no current licenced escort services in the City, (ii) a memorandum outlining possible steps to regulate and shut down body rub parlours and underground sex trade industry activities can be provided, (iii) they have methods to conduct investigations and work closely with the RCMP, and (iv) Bylaw Liaison Officers respond mainly on a complaint basis and can begin patrolling these establishments at the direction of Council.

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

It was moved and seconded

Community Safety Committee
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That staff come back with a plan using City Bylaws regarding property use and business licences to deal with escort services, and above and below ground body rubs.

The question on the referral motion was not called as discussion ensued regarding the timeline and necessary steps to fully explore the referral. Staff noted they can provide a preliminary report that outlines current practices.

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

It was moved and seconded

That the staff report titled “Business Licence Activity Report – Third Quarter 2023”, dated October 20, 2023, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

4. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – SEPTEMBER 2023**

(File Ref. No. 09-5140-01) (REDMS No. 7407149)

In response to queries from Committee, staff advised that (i) in regards to the upgraded protocols for medical responder licences, instructors are being retrained and will begin delivering training to staff in the next few weeks, (ii) the table of overdose/poisoning incidents shows calls for service that Richmond Fire-Rescue responded to involving opioids, miscellaneous drugs, or poisoning of any kind, (iii) they can look into the possibility of plotting overdose/poisoning incidents on a location density heat map, and (iv) they can report back on whether the September 30 structure fire on River Road was on public or private land.

It was moved and seconded

That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – September 2023”, dated October 13, 2023, from the Fire Chief, be received for information.

CARRIED

5. **FIRE CHIEF BRIEFING**

(Verbal Report)

(i) Recruit Firefighters

Staff highlighted that 13 new recruit firefighters are nearing the completion of their training and will be deployed in the next two weeks. Over 75 people attended a family day at the No. 1 Hall to provide the recruits’ family members with an overview of what their training and deployment entails.

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(ii) Community Outreach and Public Education Team

Staff shared that the Richmond Fire-Rescue community outreach team have introduced a mobile medical information program, which helps community members understand how to input their own medical identification on their mobile devices to help Richmond Fire-Rescue staff deliver superior patient care.

In response to a query from committee, staff noted that the information will be made available in other languages and there will be future outreach events to engage the public.

6. RCMP MONTHLY ACTIVITY REPORT – SEPTEMBER 2023

(File Ref. No. 09-5000-01) (REDMS No. 7384439)

In response to queries from Committee, staff advised that (i) approximately 63% of the drug files in August 2023 occurred at YVR, noting the increase in drug incidents has been attributed to processing a backlog of drug exhibits originating as Canada Customs seizures at YVR, (ii) many of the mental health-related incidents are related to the same recurring individuals, (iii) targeted enforcement through the property crime unit and front-line officers in the analyst division may be a contributing factor to the reduction in commercial break and enters, and (iv) it would be advantageous to have more support in the vulnerable persons unit and outreach program.

It was moved and seconded

That the report titled “RCMP Monthly Activity Report – September 2023”, dated October 12, 2023, from the Officer in Charge, Richmond RCMP Detachment, be received for information.

CARRIED

7. RCMP/OIC BRIEFING

(Verbal Report)

(i) Richmond RCMP Youth Academy

Staff shared that the third annual Richmond RCMP Youth Academy will be held in the summer of 2024, highlighting that 32 applicants in grades 10 to 12 will be given a unique opportunity to receive first-hand experiences in policing through real-world scenarios modeling police training in a safe and controlled environment.

(ii) Update on \$10 Million Cryptocurrency Theft Investigation

Staff provided a brief update, noting that the economic crime unit and digital forensics section, supported by technology, assisted in the investigation of a targeted incident involving \$10 million cryptocurrency theft last year, and multiple charges are forthcoming.

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7A. BRIGHOUSE ENCAMPMENT

(File Ref. No.)

In response to queries from Committee, staff advised that (i) Bylaws staff have been working collaboratively with the Ministry, RCMP, and law department to determine possible solutions, (ii) some of the encampment shelters remain overnight and Bylaws staff work with the members of the encampment to remove unattended items or when shelters are found to be vacant, (iii) the individuals claim they are making a political statement to the Province regarding the need for permanent housing or shelter, (iv) they are working daily with the encampment occupants and are trying to connect them with other social services, (v) social workers from the Ministry of Social Development and Poverty Reduction have been assigned to this case file and City staff also regularly work with Vancouver Coastal Health and BC Housing, (vi) occupants of the Brighthouse Park encampment do not currently have permanent housing and there is no desire from the occupants to voluntarily decamp due to the political aspect, (vii) they have considered the possibility of having specific parks designated as overnight camp options, (viii) the draft form of the pending legislation outlines four conditions as to what constitutes a shelter, (ix) there are certain rights that take precedence above park use guidelines and bylaws and staff are seeking advice from the law department, and (x) the existing shelters are at capacity and the temporary cold weather shelters are implemented on a temporary basis.

As a result of the discussion, the following **motion** was introduced:

It was moved and seconded

That the discussion regarding the encampment at Brighthouse Park, including the legality and authority of removing the encampment, be added to next week's Closed General Purposes Committee meeting.

CARRIED

7B. ALDERBRIDGE HOUSING

(File Ref. No.)

Discussion ensued regarding the need for increased enforcement surrounding the Alderbridge temporary modular housing (TMH), how to mitigate the potential problems associated with the TMH, and concerns from the community.

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

It was moved and seconded

Community Safety Committee
Wednesday, November 15, 2023

That staff come back with an assertive plan for Council to deal with the ongoing problems in the neighborhood around the Alderbridge temporary housing, which can include consumption sites, private security provided by the City of Richmond and an array of other initiatives that Council can consider to mitigate the issues facing that neighborhood.

CARRIED

7C. RED LIGHT CAMERAS

(File Ref. No.)

It was moved and seconded

That a letter be sent to the Province to upgrade the provincially owned red light cameras in the City to speed read cameras and that staff explore other areas where there should be more cameras and ability for the Province to install the cameras.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:58 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Wednesday, November 15, 2023.

Councillor Alexa Loo
Chair

Shannon Unrau
Legislative Services Associate



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** November 17, 2023
From: Cecilia Achiam **File:** 12-8375-01/2023-Vol
General Manager, Community Safety 01
Re: **Animal Protection Services Monthly Activity Report – October 2023**

Staff Recommendation

That the staff report titled “Animal Protection Services Monthly Activity Report – October 2023”, dated November 17, 2023 from the General Manager, Community Safety, be received for information.

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

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

Staff Report

Origin

This report for the Animal Protection Services department provides information and statistics for enforcing bylaws related to Animal Protection Services.

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

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

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

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

Analysis

Animal Protection Services

In October 2023, a total of 34 new dog licences applications were received and tags issued with zero renewal applications. Staff followed up and closed 19 dog licence accounts. The cumulative count of licenced dogs for the current year now stands at 7,590. This is an increase of 26 licences when contrasted with the same period last year.

During the same period, BC SPCA Officers responded to 247 service calls pertaining to a range of animal control and dog licencing violations. The officers also engaged in proactive patrols covering a total of 24 parks, dikes and schools. The most patrolled park(s) were Garry Point, Garden City and Tait Waterfront Park. BC SPCA officers also conducted "hot spot" patrols of sections of the West Dyke Trail as well as Cook and Tamley Neighbourhood park.

Throughout the month of October, a total of 30 bylaw violation notices were issued by BC SPCA Officers. These violations span a variety of offences, primarily for permitting a dog to be at large, failure by owner to leash a dog and failure to obtain a licence. In addition to enforcement actions, these patrols also serve an educational purpose by contributing to increased compliance awareness.

Figure 1 below reflects the monthly and year-to-date animal control and dog licencing enforcement activity measured by ticket issuance.

The decrease in violations issued in October can be credited to proactive efforts undertaken, in the preceding months of 2023, to resolve outstanding dog licence accounts. Accounts found in arrears are verified by staff, and when possible, dog licences are renewed or accounts are closed.

As of October 2023, there are 140 accounts outstanding which represents a 64% (390) decrease compared to the same period last year.

It should be noted, for reference, that the annual canvassing of outstanding dog licences is conducted by staff during the months of April through October. With the culmination of the canvassing period, staff are preparing for the annual dog licenses renewal reminders. As dog licences are valid for a calendar year, not date of purchase, staff will issue renewal reminder letters to be sent out in December.

The corresponding revenue is reflected in Figure 2. While ticket issuance is in line with the winding down of the canvassing period, the overall year-to-date revenue exceeds the total revenue collection of the prior year.

Figure 1: Animal Protection Services Violation Issuance Comparison

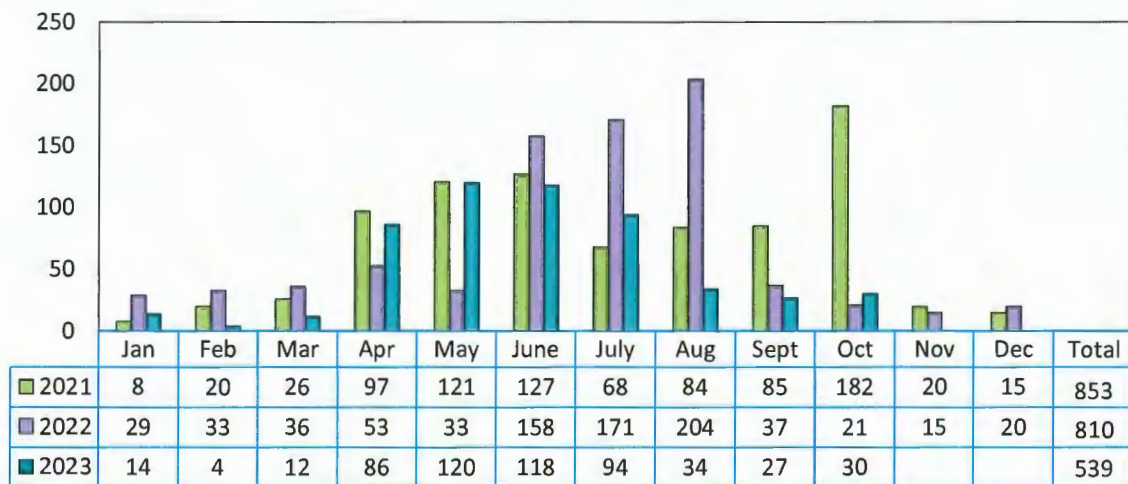
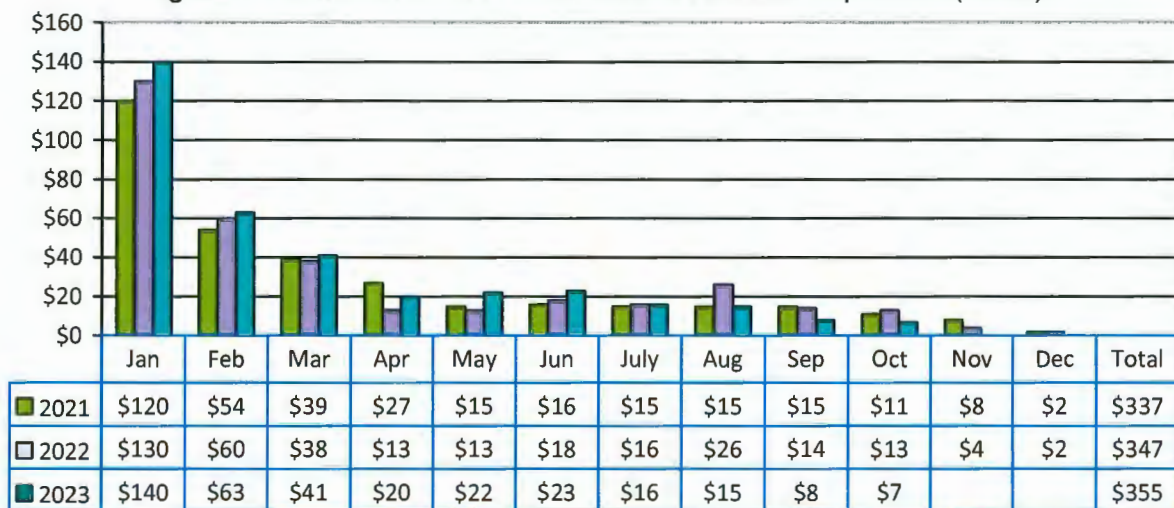


Figure 2: Animal Protection Services Revenue Comparison (000's)



Richmond Animal Shelter Activity

In October, a total of 95 domestic animals left the Richmond Animal Shelter. Of the 95 animals, 67 were adopted and 25 were redeemed by their owners; two animals were transferred out of the shelter, and one was deceased upon arrival. Among the 67 adopted domestic animals, 17 were dogs and 38 were cats. Out of the 25 redemptions, 24 were dogs and one was a cat.

Administrative Staff Activity

In October, staff received 79 calls from the public related to animal services. These calls consisted of a variety of subject matters related to dog licences, bylaw infractions, off leash dogs in parks, adjudication process and general inquiries. For October year-to-date, there were 2,969 administrative inquiries and requests.

Animal Protection Services Bylaw Adjudication

An adjunction session was held on November 6, 2023. The outcome of this session will be reflected in November's monthly report.

Revenue and Expenses

The Animal Protection Services department derives revenue from dog licences and fines as shown in Table 1. Table 2 highlights Animal Protection Services revenue and expenses for October YTD.

Table 1: Animal Protection Services Revenue by Source

Program Revenue	Budget Oct 2023	Actual Oct 2023	YTD Budget Oct 2023	YTD Actual Oct 2023
Dog Licences	4,808	2,820	255,100	297,419
Fines	1,320	4,475	8,662	57,890
Total Revenue	6,128	7,295	263,762	355,309

Table 2: Animal Protection Services Revenue and Expenses

	YTD Budget Oct 2023	YTD Actual Oct 2023
Revenue	263,762	355,309
Expenses	1,347,500	1,404,642
Net Revenue (Expense)	(1,083,738)	(1,049,333)

November 17, 2023

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Financial Impact

None.

Conclusion

Staff administer a wide range of bylaws and programs related to animal protection and shelter operations, which includes patrols public parks and school grounds, dog licencing and animal control. This report provides a summary of monthly enforcement and administrative activity, including revenue and expenses.

A handwritten signature in black ink, appearing to read 'GBramhill', written in a cursive style.

Geoffrey Bramhill
Acting Manager, Animal Protection Services and Contract Administration
(604-276-4136)



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** November 17, 2023
From: Mark Corrado **File:** 12-8375-01/2023-Vol
Director, Community Bylaws & Licencing 01
Re: **Property Use and Parking Enforcement Monthly Activity Report – October 2023**

Staff Recommendation

That the staff report titled “Property Use and Parking Enforcement Monthly Activity Report – October 2023”, dated November 17, 2023 from the Director, Community Bylaws & Licencing, be received for information.

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

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

Staff Report

Origin

This monthly report for the Property Use and Parking Enforcement sections of Community Bylaws provides information and statistics on the calls for service and bylaw enforcement actions related to unsightly premises, land use, noise, soil deposit/removal, short-term rentals, parking permits and enforcement.

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

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

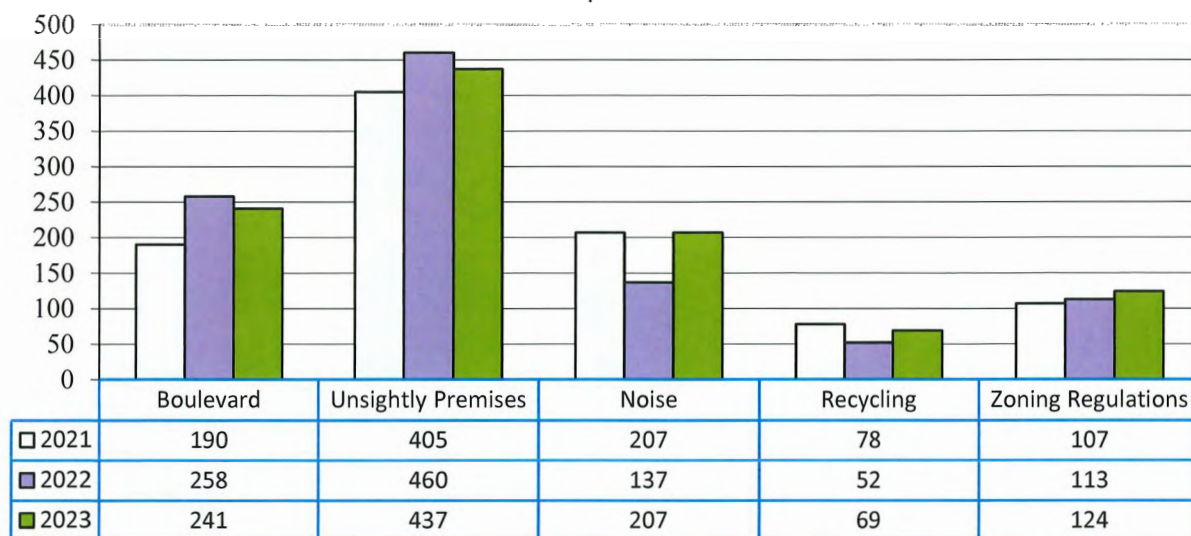
3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.

Analysis

Property Use Calls for Service

In October 2023, a total of 128 calls for service received were opened for investigation, which is a 2 per cent decrease (130) from the same period last year. Depending on the nature of the investigation, staff must often liaise with multiple departments and other government agencies to conduct a fulsome review of a given complaint. Among 21 potential calls for service categories, Figure 1 highlights the most common calls for service received for Property Use officers to follow up on and investigate.

Figure 1: Property Use Calls For Service - October Year-To-Date Comparison



Zoning-related calls for services consist of a variety of file types contributing to a slight increase in overall calls received this year. The top two file types opened in October were for businesses operating contrary to zoning allowances and reports of illegal suites. In cases involving alleged illegal suites, staff collaborate with peers in building approvals to conduct a joint inspection to determine the validity of the complaint. Compliance is achieved when a dwelling was brought back to the originally approved permit plans.

In October, eight noise related calls for services were received. The calls received this month range in type from HVAC/mechanical, delivery and construction related noise. All complaints in October came into compliance as a result of investigative and enforcement action.

Other Community Bylaws Calls for Service

Figure 2 shows a three-year break down of other calls for service that are closely related to Property Use matters. Table 1 highlights the short-term rentals calls for service for the listed years.

Figure 2: Property Use Calls For Service - October Year-To-Date Comparison

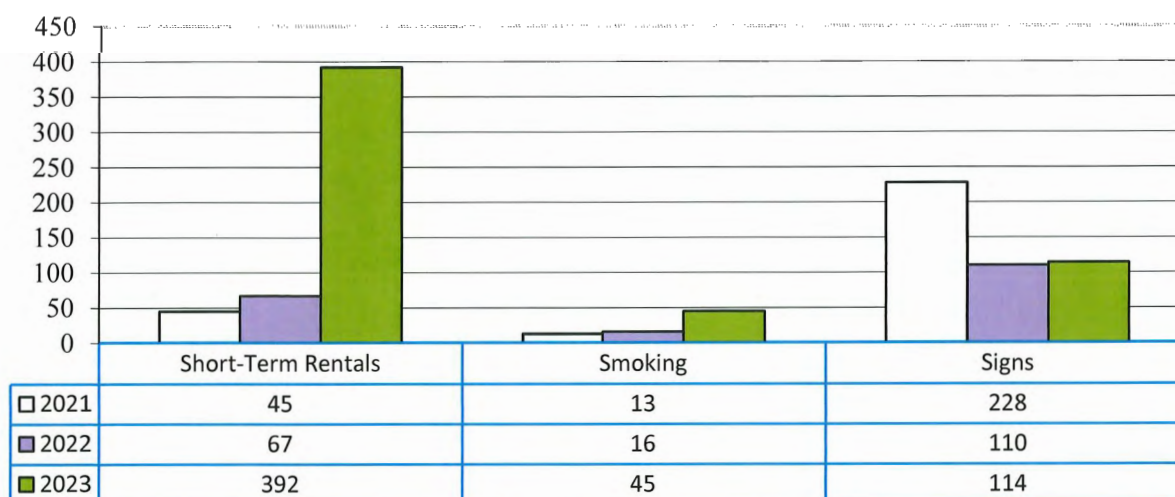


Table 1: Pre-pandemic Short-Term Rental Calls for Service*

Year	Calls for Service
2018	263
2019	170
2020	60

*Figures represent the total calls received up to the end of October in the given year.

Smoking related calls have trended upwards. The majority of smoking related calls were regarding purported smoking on private residential properties or strata lots, while being too close to doorways or air intakes. A total of nine violation notices have been issued for smoking in contravention of the Public Health Bylaw No. 6989.

In October, 31 calls for service related to short-term rental violations were received and this further contributed to the overall rise in short-term rental files for this year. Dedicated temporary full time staffing resources monitor complaints submitted by the community as well as proactively generating files. Complaints are resolved by either removing the short-term rental listing or by obtaining a boarding and lodging or bed and breakfast licence depending on eligibility.

Tow Permit Applications

A year-to-date total of 318 tow permit applications have been reviewed and issued.

Grease Inspections

In October, staff conducted 48 grease trap inspections. These inspections are primarily proactive and serve to ensure the safe handling of grease products and that no product is being deposited in an unsafe manner. A total of 424 inspections have taken place year-to-date.

Administration Activity

In October, staff received 870 calls from the public for a variety of subject areas. Property use and parking related calls for service accounted for 481 of these calls with the remaining 389 calls related to parking permit issuance, ticket disputes and general inquiries.

Soil Activity

Staff are responsible for responding to public complaints and issues of non-compliance related to unauthorized filling; monitoring permitted soil deposits and removal sites; and inspecting properties that are undergoing remediation to come into compliance with applicable City bylaws. Staff conducted 89 site inspections in the month of October.

Stop Work and/or Removal Orders issued for the following properties:

- 6531 No. 7 Road
- 5440 No. 6 Road
- PID 001-498-568 (Granville Ave)
- 12760 Blundell Road
- 20371 Westminster Highway
- 16300 River Road

The following properties are now in compliance:

- 13571 Blundell Road
- 8191 No. 6 Road
- 18680 River Road
- 18620 River Road
- 10211 Sidaway Road

There are 20 soil deposit proposals under various stages of the application process. Staff are monitoring 12 approved sites and are currently addressing 31 properties that are considered non-compliant.

Bylaw Prosecutions

No new bylaw charges were sworn in October.

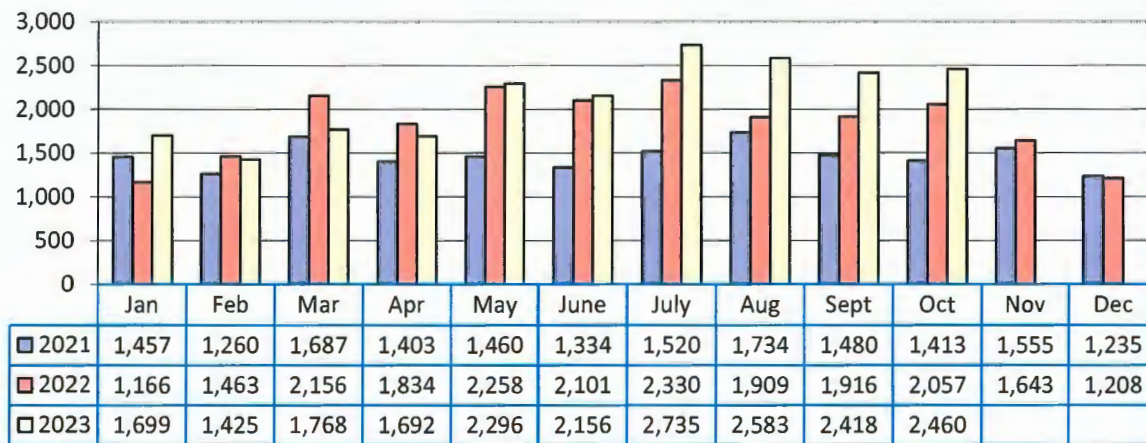
Parking Enforcement

Staff responded to 353 calls for service in October, marking a 24 percent increase of (285) calls received during the same month last year. When compared to the data from October 2022, parking enforcement revenue has increased by 20 percent, coinciding with a 20 percent rise in parking violation issuances. Parking enforcement revenue has trended upward year-to-date, attributed to increased parking permit and daily meter revenues, coupled with the enforcement enabled by license plate recognition.

Figure 3: Parking Enforcement Revenue Comparison (000's)



Figure 4: Parking Violation Issuance Comparison



Ticketing

Table 2 reflects non-parking related Bylaw ticket issuance for the month of October and year-to-date.

Table 2: Community Bylaw Offences

Ticket Issuance (BVN's & MTI's)	October	YTD
Short-Term Rental Offences	47	536
Soil Deposit and Removal Offences	57	110
Watercourse Protection Offences	0	1
Unsightly Premises Offences	1	10
Noise Offences	2	17
Solid Waste and Recycling Offences	0	0
Parks Offences	1	5
Sign Offences	10	66
Watering Offences	0	65
Totals	118	810

Year to date, a record number of property use violations were issued, which represents a 780% increase over the previous five year average of 92 violations.

This increase is in large part driven by proactive and complaint based investigations into short term rentals. Staff issued 536 short term rental violations year to date, which represents a 587% increase over the previous highest year in 2018 (78). A variety of violation notices can be issued for non-compliant operation of a short-term rental. Often, an illegal rental operator will receive multiple violation notices upon inspection. Staff continue to monitor properties that have been found non-compliant and follow up accordingly should unpermitted operation continue.

The increase in soil-related violation instances can be attributed to failures to comply and failure to remove material. The number of fines varies considerably from one location to another, with some locations having multiple fines issued, while others have only one or two fines. Staff are monitoring the sites that are repeatedly non-compliances and long form prosecution action may be taken to ensure compliance with Soil Deposit and Removal Bylaw No. 10200.

Between August 4th and October 15th, 65 violations for watering contrary to Stage 2 restrictions were issued; the fine for this violation is \$200. During Stage 1 water restrictions, staff work to educate property owners on the restrictions and watering schedules. Following communication and targeted prevention based efforts, should a property continue watering into Stage 2, a violation notice will be issued.

Bylaw Adjudication

The next adjudication session will be held on November 23, 2023.

Revenue and Expenses

Revenue in the Property Use section is primarily derived from permits, tickets and court fines related to bylaw prosecutions. Soil permit applications and volume fees follow a seasonal trend and tend to pick up in the spring and summer months. The collection of revenue in other Bylaw fines can be primarily attributed to fines issued for the operation of unpermitted short-term rentals. These results are shown in Table 3.

Parking enforcement generates much of its revenue from meters, permits and fines. Parking typically sees receivable income as a result of the Richmond Night Market, which opened in late April. As this event is seasonal, the revenue in this budget line does vary. Table 4 outlines individual revenue sources within parking enforcement. Of note, October parking enforcement revenue exceeded budget for the month. Table 5 outlines the net revenue and expenses for both property use and parking enforcement.

Table 3: Property Use Revenue by Source

Program Revenue	Budget Oct 2023	Actual Oct 2023	YTD Budget Oct 2023	YTD Actual Oct 2023
False Alarm	4,750	3,960	47,500	25,116
Towing Permits	964	1,975	14,860	22,542
Newspaper Box Permits	0	0	7,362	5,616
Soil Permit Application and Volume Fees	6,023	923	85,447	36,629
Other Bylaw Fines	4,418	19,453	68,071	161,005
Total Revenue	16,155	26,311	223,240	250,908

Table 4: Parking Revenue by Source

Program Revenue	Budget Oct 2023	Actual Oct 2023	YTD Budget Oct 2023	YTD Actual Oct 2023
Contract Revenue ¹	5,000	5,000	50,000	50,000
Filming Revenue	0	0	0	12,335
Parking Revenue ²	170,675	178,269	1,706,750	1,608,712
Receivable Income ³	12,500	4,123	100,000	33,492
Total Revenue	188,175	187,392	1,856,750	1,704,539

¹ City Towing Contract with Rusty's towing

² Parking Revenue consists of Parking Meters, Monthly Parking Permits, and Parking Enforcement

³ Receivable Income consists of Night Market Recoveries

Table 5: Property Use and Parking Revenue and Expenses

		YTD Budget Oct 2023	YTD Actual Oct 2023
Property Use	Revenue	223,240	250,908
	Expenses	1,244,366	1,026,660
	Net Revenue (Expense)	(1,021,126)	(775,752)
Parking	Revenue	1,856,750	1,704,539
	Expenses	1,368,333	1,445,123
	Net Revenue (Expense)	488,417	259,416

Financial Impact

None.

Conclusion

Staff administer and enforce 38 bylaws. Most notably these bylaws are related to unsightly premises, land use, noise, soil deposit/removal, short-term rentals, parking permits and enforcement. This report provides a summary of staff's activity in October.



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



City of Richmond

Report to Committee

To: Community Safety Committee

Date: November 10, 2023

From: Jim Wishlove
Fire Chief

File 09-5140-01/2023-Vol
01

Re: Richmond Fire-Rescue Monthly Activity Report – October 2023

Staff Recommendation

That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – October 2023”, dated November 10, 2023, from the Fire Chief, be received for information.

Jim Wishlove
Fire Chief
(604-303-2715)

Att. 1

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

Staff Report

Origin

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

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

Analysis

Emergency Programs

During the month of October staff:

- Assisted in the annual review and validation of the City's Extreme Weather Response Plan, as part of the City's preparations for winter.
- Assisted with the review and validation of the City's Safety and Security Plan for Halloween.
- Hosted an Incident Command System workshop in support of the Public Works and Parks Operations Supervisory Leadership Training Program. There were 19 attendees at this interactive three hour workshop, hosted out of Brighthouse Fire Hall No. 1.
- Contributed to the Great BC ShakeOut Provincial earthquake preparation event, hosted on Thursday October 19 at 10:19am. Emergency Programs staff shared information and internal postings ahead of the event; with information on how to participate. Staff also exercised the City's emergency notification system, in order to test the system and response protocols ahead of a real-time emergency.
- Provided grab-and-go bags to the City's Take Our Kids to Work Day event. These packs contained emergency preparedness information, flood preparedness, Earthquake Preparedness, how to create a 72hr Emergency Kit, personal misters and an emergency warming blanket.

In October 2023, there three persons displaced by a fire were provided with Emergency Social Support including hotel accommodation, food, clothing and incidental allowance.

Public Outreach & Education

In October 2023, staff facilitated seven outreach events with 494 attendees to provide educational opportunities to the community, including fire hall and vehicle tours for four organizations. Staff also participated in two community events, with a total of 540 attendees, including the Minoru Centre for Active Living Seniors Fair and the Garry Point Park Co-op Event.

Internal Staff Training

In October 2023, staff organized in-house training events including: logistics, Personal Protective Equipment (PPE) and training for the new firefighter recruits, mental health awareness and support training, aerial ladder training, hose and water delivery, traffic scene management, technical water rescue, auto extrication and BC Emergency Health Services (Ambulance) orientation.

In October 2023, staff delivered in-house fire training, educational activities and programs for the current acting officer program cohort including Frontline Fire Service Leadership Levels I and II.

Emergency Response

One of the City's emergency response goals is to arrive on-scene in time with enough resources to contain a fire to the room of origin. The room of origin standard is especially important in terms of preventing further fire loss and damage, which can be reduced when a fire is contained to the room of origin. Meeting this standard also assists in mitigating loss of life, reduction of property damage and protection of the environment. In October 2023, there were 1,004 reported incidents of all types, representing an overall increase of 7 per cent in incidents between October 2022 and October 2023 (Table 2).

Table 2: Total Incidents - October 2023					
	Incident Totals October (2023)	Incident Totals October (2022)	Number Change from October 2022 to 2023	Percentage Change from October 2022 to 2023	5 Year Average for October
Alarm Active - No Fire	146	153	-7	-5	148
Explosion	1	0	+1	+100	0
Fire	49	49	0	0	41
Hazardous Materials	8	3	+5	+167	8
Medical	533	495	+38	+8	417
Motor Vehicle Incident	83	89	-6	-7	84
Public Hazard	5	11	-6	-55	11
Public Service	89	74	+15	+20	79
Response Cancelled/Unfounded	87	76	+11	+14	65
Specialized Transport	3	4	-1	-25	3
Technical Rescue	0	2	-2	-100	1
Total	1,004	956	+48	+5	857

The average time on scene in October 2023 for emergency response crews was 32 minutes, which is lower than the number recorded in October 2022: 34 minutes. The time spent on scene can vary due to the nature and severity of each incident.

In October 2023, there were 49 fire incidents reported to the Office of the Fire Commissioner, representing no increase from October 2022. The average number of fires reported each October over the last five years is 41.

Fire damage and property losses during October 2023 are estimated at \$93,700. This total includes \$90,700 for building/asset loss and \$3,000 for content loss. The total building/asset and content value at risk is estimated to be \$226,120,010 and the total value preserved from damage was \$226,026,310. These numbers translate to 99 per cent of value protected (Table 3), which is higher than the value observed in 2022: 97 per cent.

Table 3: Fire Incidents By Type and Loss Estimates - October 2023

Incident Type Breakdown	Incident Volume	Estimated Building/Asset Value (\$)	Estimated Building/Asset Loss (\$)	Estimated Content Value (\$)	Estimated Content Loss (\$)	Estimated Total Value Preserved (\$)
Residential: Single family	3	2,494,100	3,000	1,745,870	1,500	4,235,470
Residential: Multi family	4	2,357,000	-	708,375	-	3,065,375
Commercial/Industrial	3	128,654,400	1,000	89,701,965	-	218,355,365
Outdoor	32	1,800	1,700	1,500	1,500	100
Vehicle/Vessel	7	455,000	85,000	-	-	370,000
Totals*	49	133,962,300	90,700	92,157,710	3,000	226,026,310

* The dollar losses shown in this table are preliminary estimates. They are derived from RFR's record management system and are subject to change due to delays in reporting and confirmation of actual losses from private insurance agencies (as available).

Significant Events

Emergency response crews minimized harm, limited damage and stopped fire spread from the place of origin and performed life-saving interventions in these notable, October 2023 incidents:

- October 1, 2023 – Structure Fire on Granville Avenue.** Emergency crews responded to a fire in a garage on Granville Avenue. All three residents had evacuated safely from the attached home. On arrival crews quickly attacked and extinguished the fire. Once fully extinguished, crews began overhaul and checking for hot spots. The majority of the damage was contained to the garage. Emergency Support Services were notified of the situation and the residents were provided support by Canadian Red Cross including hotel accommodation. A Fire Investigator attended. There were no injuries reported.
- October 7, 2023 – Motor Vehicle Incident on Westminster Highway.** Emergency crews responded to a two-car motor vehicle incident on Westminster Highway. On arrival it was discovered that one of the vehicles had been traveling in the wrong direction on Westminster Highway when the vehicles had collided and one vehicle had caught on fire. There were two occupants with minor injuries and one occupant reported a suspected broken leg. RFR crews extinguished the fire and assisted with patient care in support of BC Emergency Health

Services. The RCMP attended the scene to provide traffic control and scene investigation. There were no other injuries reported. One vehicle was towed away to maintain scene continuity for the Fire Prevention Office's investigation.

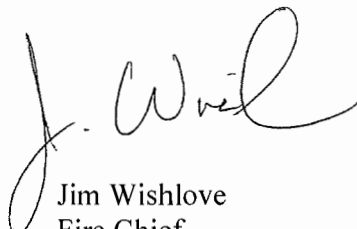
- **October 14, 2023 – Motor Vehicle Incident on Gilbert Road.** Emergency crews responded to a report of a pedestrian struck on Gilbert Road. On arrival RFR crews began CPR and assisted with patient care with BC Emergency Health Services crews for transport to hospital. No other injuries were reported.
- **October 23, 2023 – Fire Beneath Cambie Road Overpass.** Emergency crews attended to a report of a possible tent fire beneath the Cambie Road overpass. The fire was contained to belongings from an unhoused individual(s) and was extinguished by RFR crews upon arrival. There was no one present on scene when crews arrived. There was no damage to the bridge or other infrastructure to report. The RCMP attended at the scene. A Fire Investigator attended. There were no injuries reported.
- **October 27, 2023 – Motor Vehicle Incident on Westminster Highway.** Emergency crews arrived to find a vehicle had crashed into a building. Crews began rescue attempts to remove the trapped people from the incident and brought in RFR technical rescue specialists, tools and resources to aid in the effort. There was one reported injury at the scene.
- **October 29, 2023 – Medical aid call on Dyke Road.** Emergency crews arrived to find a deceased person inside a vehicle. On investigation toxic chemicals were also found inside of the vehicle. RCMP attended the scene and requested a Hazardous Materials contractor attend to dispose of the hazardous products. There were no other injuries reported. The coroner arrived on scene along with an environmental company to deal with the hazardous materials.

Financial Impact

None.

Conclusion

Richmond Fire-Rescue continues to monitor activities to identify and create public outreach programs to respond to emerging trends and to regularly promote effective prevention behaviours.



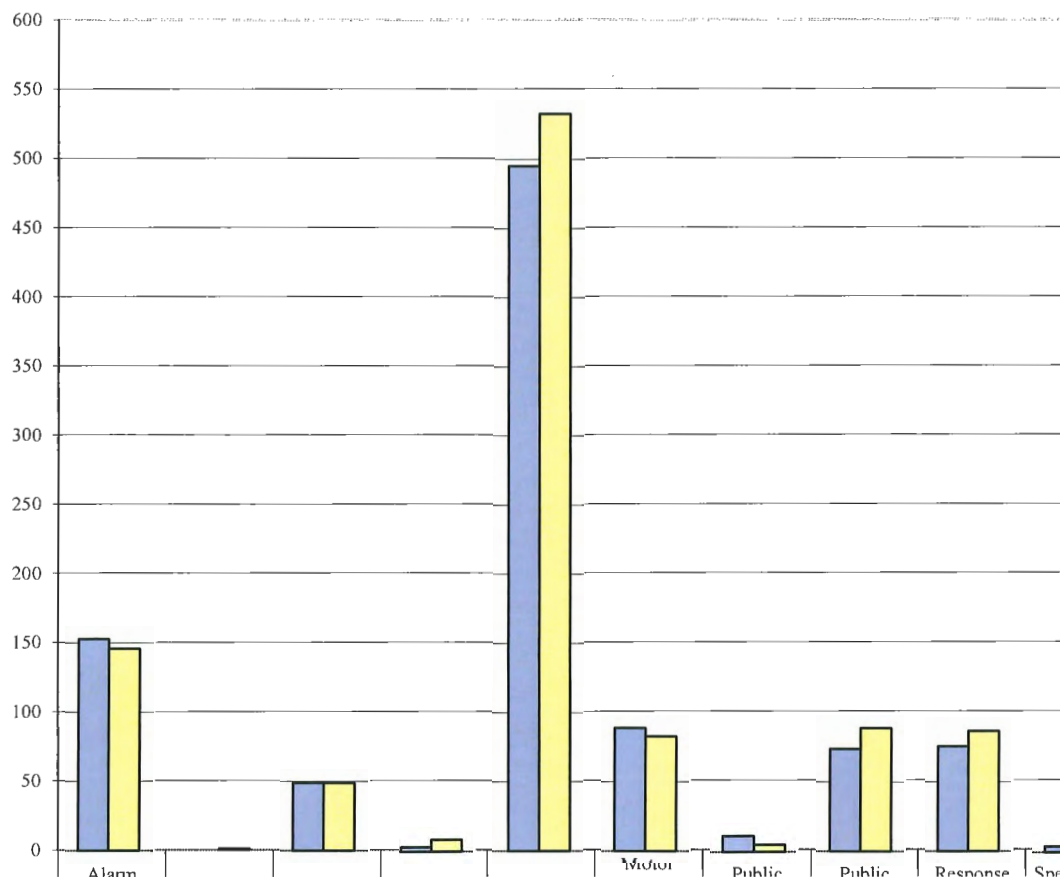
Jim Wishlove
Fire Chief
(604-303-2715)

Att. 1: Suppression Activity, including location of October's Fire, Medical and MVIs

Incident Volumes

The following chart provides a month-to-month comparison regarding incidents occurring in October 2022 and 2023. In October 2023, there were 1,004 total incidents, compared to 956 in October 2022. This represents an overall increase of 5 per cent between last year and 2023.

Table 4: October 2022 & October 2023 Incident Volumes



Incident Type Legend:

HazMat: includes fuel or vapour, spills, leaks, or containment

Medical: includes: cardiac arrest, emergency response, home or industrial accidents

Public Hazard: includes: aircraft emergency, object removal, or power lines down

Public Service: includes: assisting public, ambulance or police, locked in/out, special events, trapped in elevator, water removal

First Responder Totals

Medical first responder incidents comprised 53 per cent of the total emergency responses for RFR during the month of October 2023. A detailed breakdown of the medical incidents for October 2022 and 2023 is set out in the following table by sub-type. There were 533 medical incidents in October 2023 compared to 495 in October 2022, an increase of 8 per cent.

Table 5a: October 2022 & October 2023 Medical Calls by Type

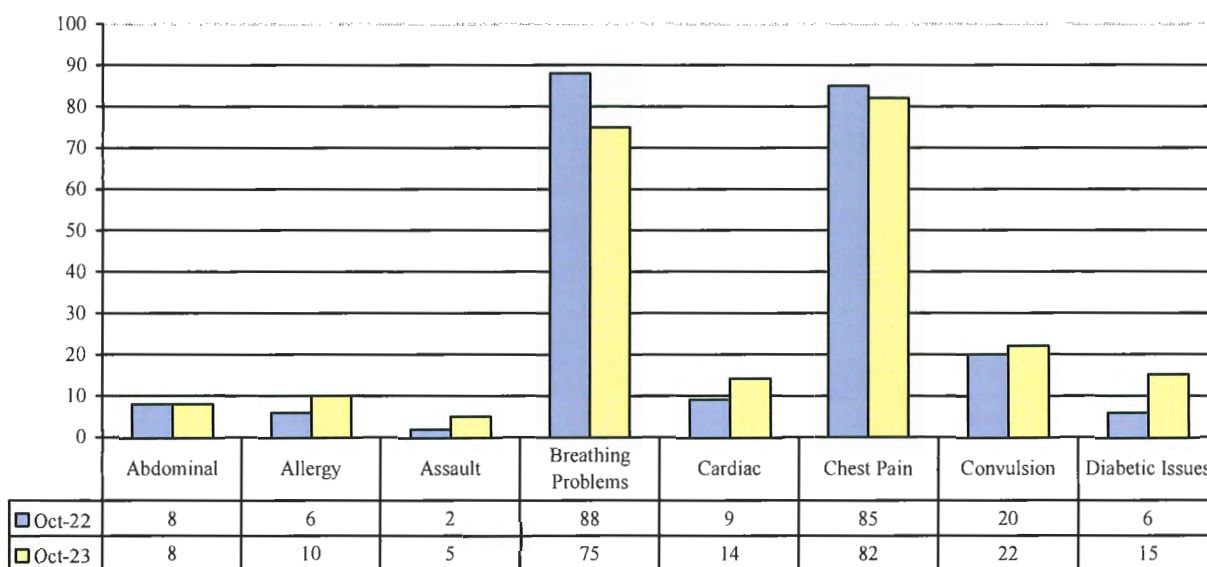
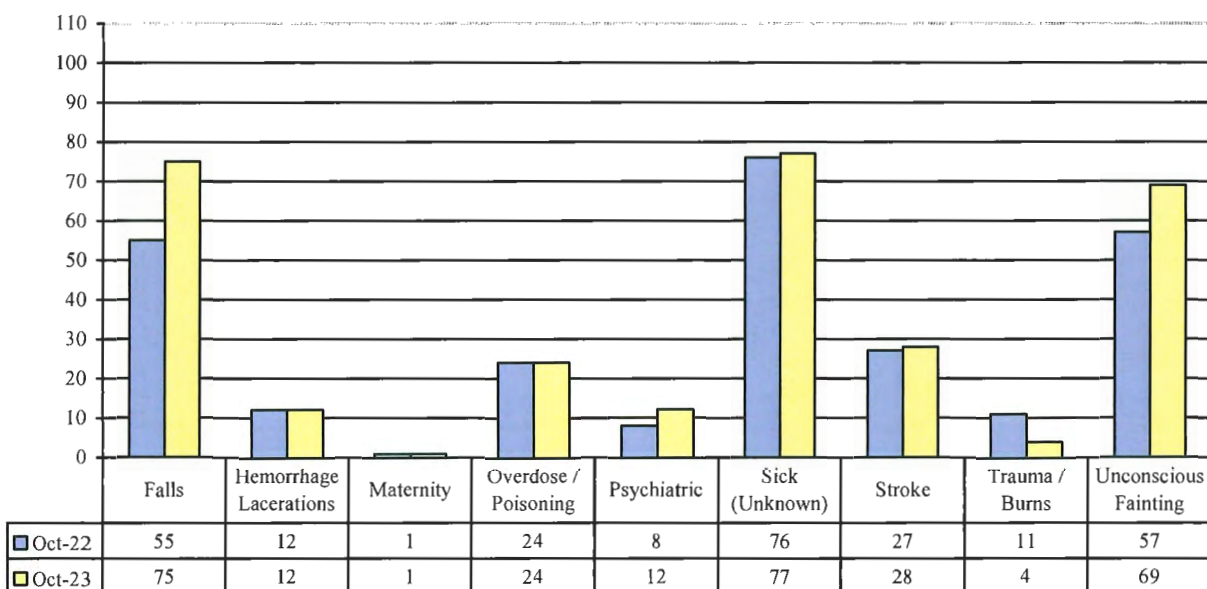


Table 5b: October 2022 & October 2023 Medical Calls by Type



The following chart provides the overdose / poisoning incident volume breakdown for October 2023. In October, out of 24 total overdose / poisoning calls, 8 were located outdoors and 16 were located in a commercial property or residence.

Table 5c: Overdose / Poisoning Incidents By Type – October 2023	
	Details
Opioids	7
Other Miscellaneous Drugs	7
Alcohol	2
Unknown (No patient contact / BC Emergency Health Services staff on scene)	8
Totals	24

Fire Investigations

The fire investigation statistics for October 2023 are listed below:

Table 6: Total Fire Investigation Statistics – October 2023			
	Suspicious	Accidental	Undetermined
Residential - Single-family	-	3	-
Residential - Multi-family	-	4	-
Commercial/Industrial	1	1	1
Outdoor	17	10	5
Vehicle	-	7	-
Totals	18	25	6

Richmond Fire-Rescue investigators report all suspicious fires to the RCMP, while working alongside RCMP staff to address potential risks to the community and coordinate appropriate fire investigations.

Hazardous Materials

Table 7: Hazardous Materials Incidents By Type – October 2023	
	Details
Gasses (Natural / Propane)	7
Toxic / Infectious Substances	1
Totals	8

Incident Year to Year Comparisons

The following charts provide total incident volumes on a year-to-year comparison in October from 2014 to 2023.

Table 5d: Total Fire Calls for Service in October from 2014 to 2023

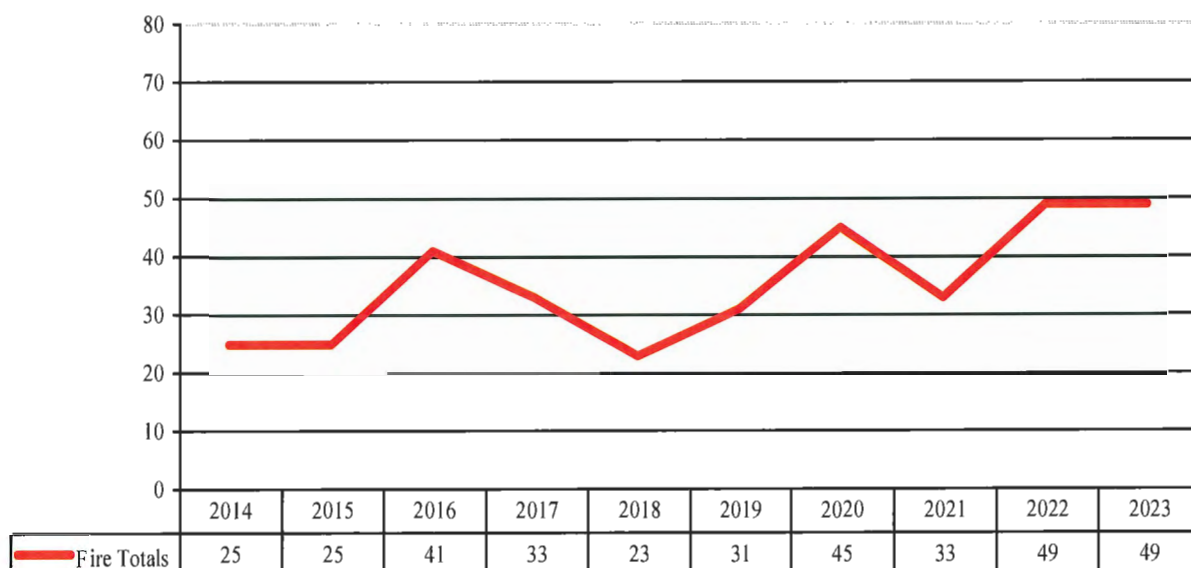


Table 5e: Total Medical Calls for Service in October from 2014 to 2023



Changes to BC Emergency Health Services Clinical Response Model dispatch system (2017-2018)

Start of Covid-19 pandemic

Figure 1: Location of reportable fires attended in October 2023 (total 49)

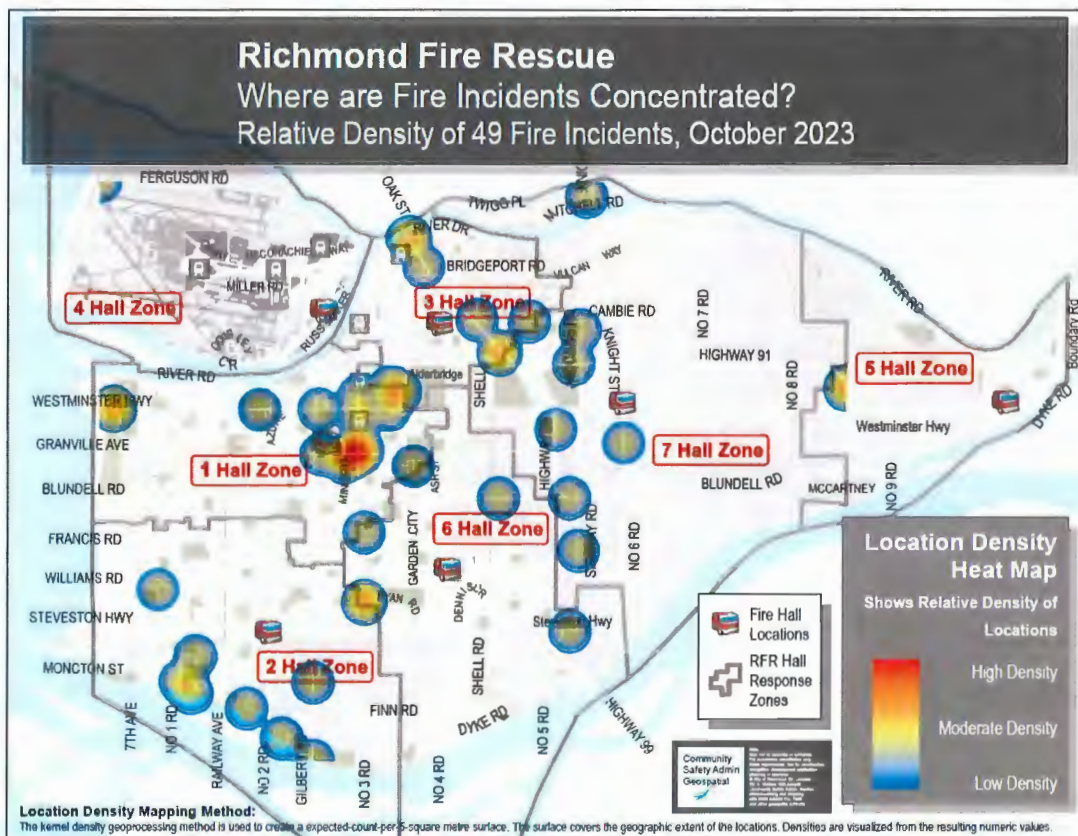
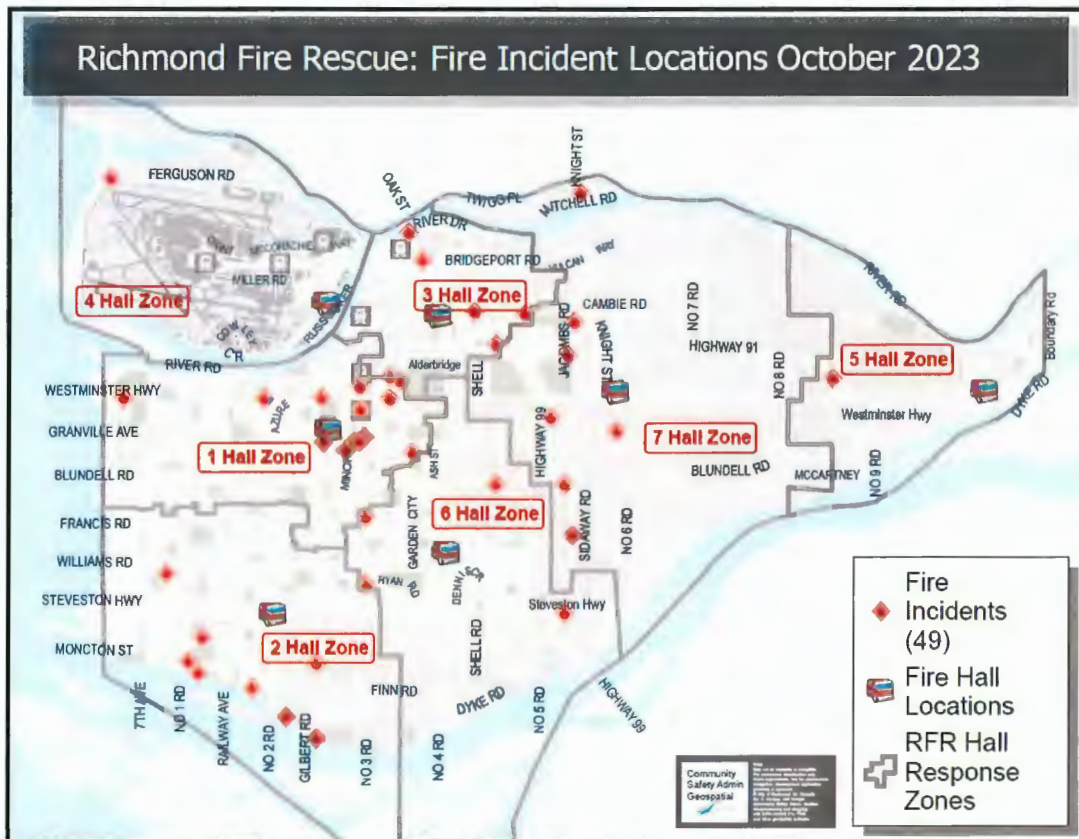
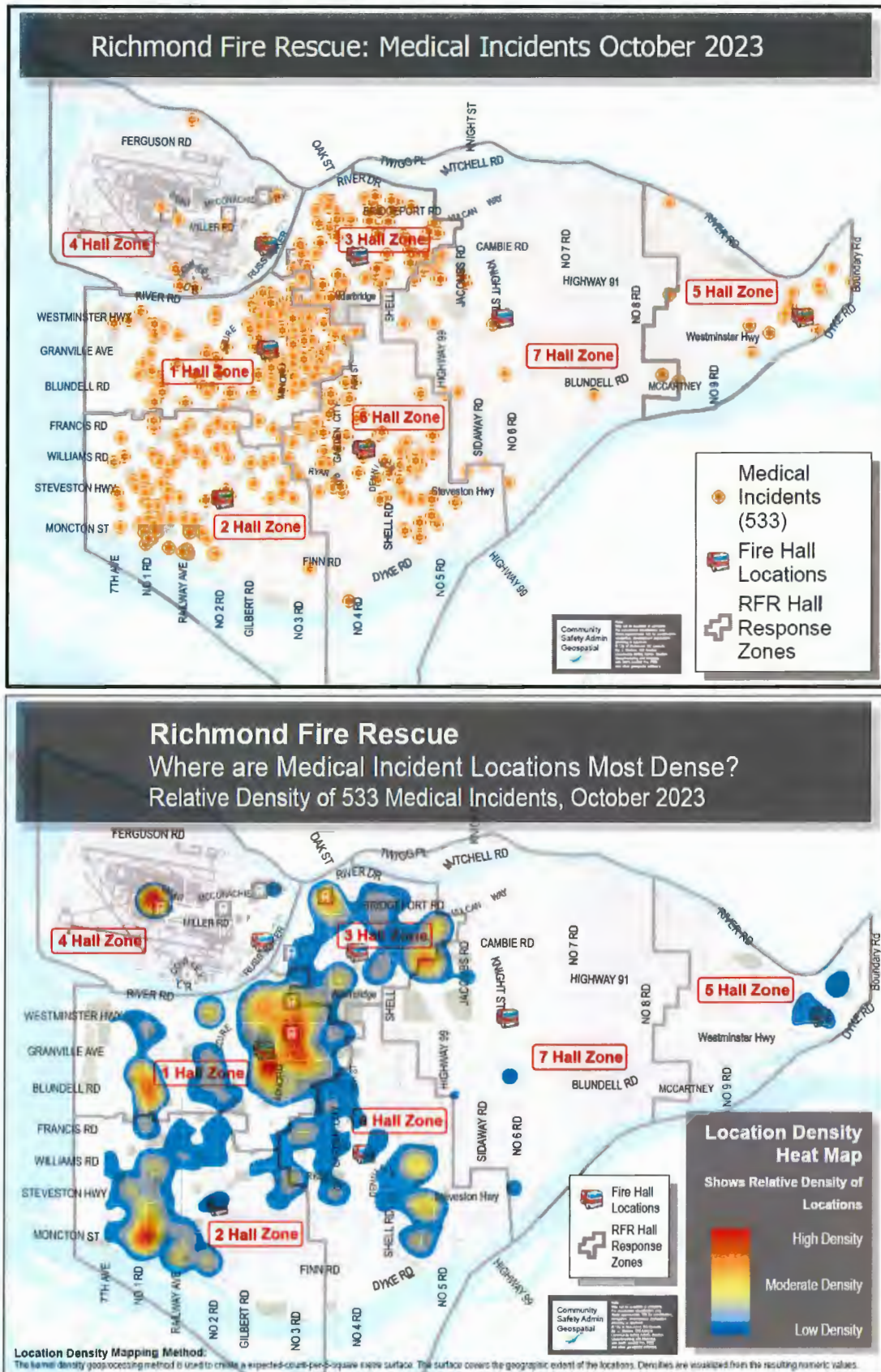
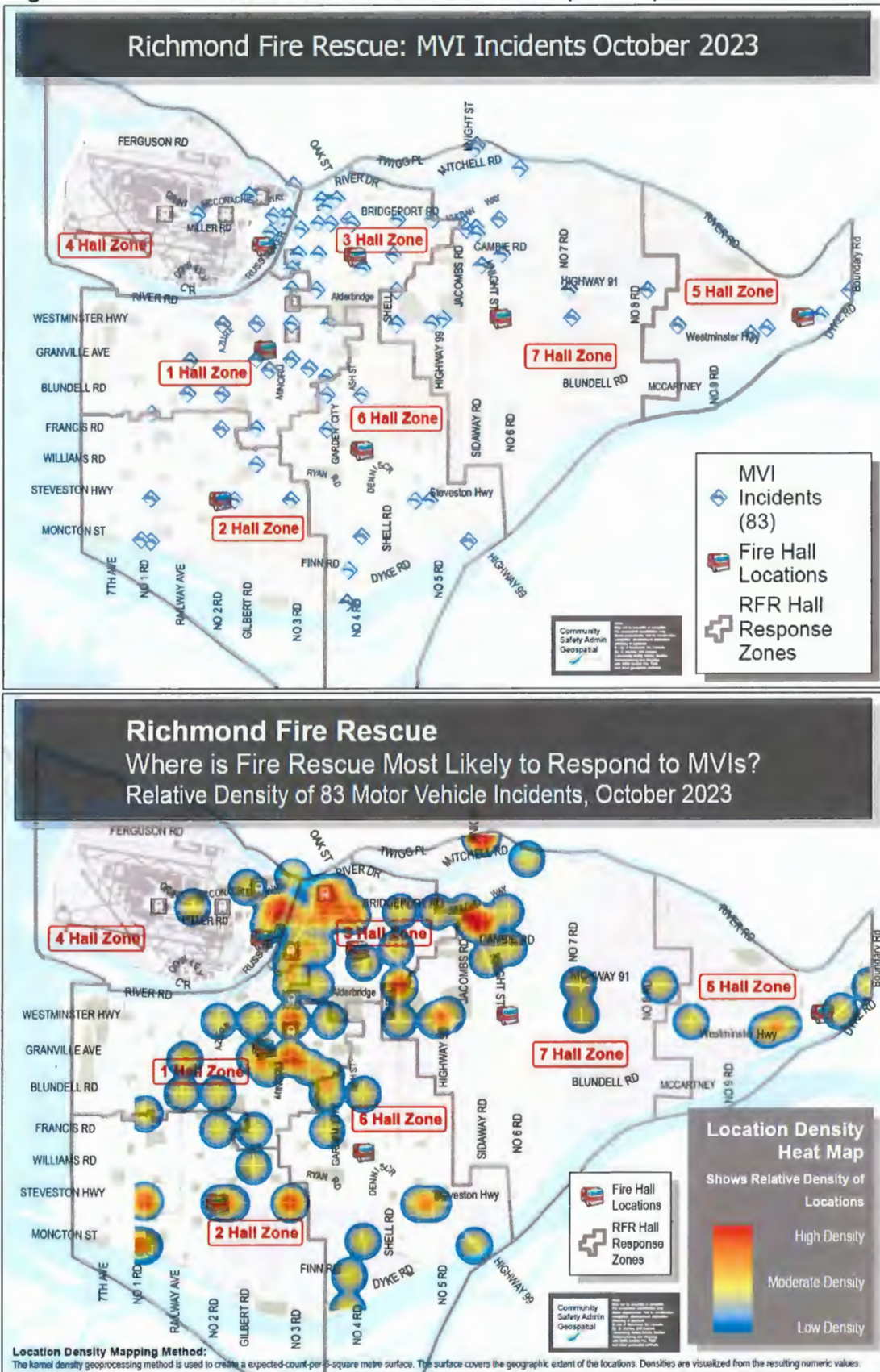


Figure 2: Location of Medical Incidents in October 2023 (total 533)



7437214

Figure 3: Location of MVI Incidents in October 2023 (total 83)



7437214



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** November 10, 2023

From: Dave Chauhan **File:** 09-5000-01/2023-Vol
Chief Superintendent, Officer in Charge 01

Re: RCMP Monthly Activity Report – October 2023

Recommendation from the OIC

That the report titled “RCMP Monthly Activity Report – October 2023”, dated November 10, 2023, from the Officer in Charge, Richmond RCMP Detachment, be received for information.

Dave Chauhan
Chief Superintendent, Officer in Charge
(604-278-1212)

Att. 4

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

Report

Origin

At the request of the Community Safety Committee, the Officer in Charge will keep Council informed on matters pertaining to policing in the Richmond community. This monthly activity report for the RCMP provides information on each of the following areas:

1. Activities and Noteworthy Files
2. Analysis of Police Statistics
3. Crime Trends Across Jurisdictions
4. Block Watch
5. Community Police Station Programs
6. Crime Prevention Unit
7. Road Safety Unit
8. Victim Services
9. Youth Section

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

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

Analysis

Activities and Noteworthy Files

Pedestrian Safety Campaign

On October 12, 2023, the Richmond RCMP issued a media release reminding pedestrians and drivers to use increased caution on the roads during the fall months, as these are typically the most dangerous times of the year for pedestrian injuries and fatalities. The month-long campaign featured public outreach events with the collaboration of multiple partner agencies.

Fatal Collision

On October 14, 2023, Richmond RCMP officers responded to the 7000 block of Granville Avenue for a vehicle collision involving a pedestrian. The female pedestrian was transported to hospital but succumbed to her injuries. The driver remained at the scene and is cooperating with police. The Richmond RCMP Criminal Collision Investigation Team is investigating.

Serious Collision

On October 27, 2023, Richmond RCMP officers responded to a business in the 6000 block of No. 3 Road after receiving several reports of a serious vehicle collision. A vehicle had driven into a restaurant, resulting in serious injuries to a woman who was inside the business at the time. The collision remains under investigation.

Halloween Candy Warning

On October 29, 2023, the Richmond RCMP issued a media release reminding parents about the importance of inspecting trick-or-treat candy. In 2022, the Richmond RCMP investigated one incident involving a child accidentally ingesting an edible cannabis product, which was among their Halloween candy.

Analysis of Police Statistics*Arson*

In October 2023, there were three reported arsons, a decrease of four incidents from the previous month and a decrease of seven incidents from October 2022. No patterns or trends have been identified. The number of arsons this month is within the average range.

Assault Serious (Assault with a Weapon)

There were 14 serious assault events in October 2023, a 22 per cent decrease from the previous month and a 30 per cent decrease from October 2022. No patterns or trends have been identified. The number of serious assaults this month is within the average range.

Approximately 57 per cent of assaults in October 2023 involved family violence. There were two stranger assaults reported this month. Both assaults remain under investigation; a suspect has been arrested in connection with one of the incidents.

Auto Theft

In October 2023, there were 19 auto theft incidents, a six per cent increase from the previous month and a 42 per cent decrease from October 2022. No patterns or trends have been identified. The number of auto thefts this month is below the average range.

Drugs

In October 2023, there were 45 drug offences, a 10 per cent increase from the previous month and a 61 per cent increase from October 2022. No patterns or trends have been identified. The number of drug incidents this month is within the average range.

Approximately 71 per cent of the files in October 2023 occurred at the Vancouver International Airport.

Mental Health

There were 251 mental health-related incidents in October 2023, a six per cent increase from the previous month and a 21 per cent increase from October 2022. No patterns or trends have been identified. The number of mental health-related incidents this month is within the average range.

There were 76 police apprehensions this month, which is within the average range; however, the average hospital wait time remained high at 155 minutes. The extended wait time has been attributed to six files with exceptionally long wait times.

Residential Break and Enter

There were 26 break and enters to residences in October 2023, a four per cent increase from the previous month and a 63 per cent increase from October 2022. No patterns or trends have been identified. The number of residential break and enters this month is within the average range.

Commercial Break and Enter

In October 2023, there were 31 break and enters to businesses, representing a 41 per cent increase from the previous month and a 15 per cent increase from October 2022. No patterns or trends have been identified. The number of commercial break and enters this month is within the average range.

Robbery

There were 12 robberies in October 2023, an increase of eight incidents from the previous month and an increase of 12 incidents from October 2022. No patterns or trends have been identified. The number of robberies this month is above the average range.

Six persons of interest have been identified to date. Five of the robberies involved the use of burning liquid/caustic spray.¹

Sexual Offences

In October 2023, there were 13 sexual offence files, representing no change from the previous month and is a 43 per cent decrease from October 2022.² No patterns or trends have been identified. The number of sexual offences this month is within the average range.

Approximately 62 per cent of the incidents were sexual assaults. Suspects have been identified in 77 per cent of the offences reported in October 2023.

Shoplifting

There were 135 reported shoplifting thefts in October 2023, an eight per cent increase from the previous month and a 67 per cent increase from October 2022. No patterns or trends have been identified. The number of shoplifting thefts this month is above the average range.

The top targeted location remained consistent with previous months. Suspects, including eight youths, have been identified in 28 percent of files.

¹ The category of burning liquid/caustic spray includes a wide-range of liquid substances, including bear and pepper spray.

² The Sexual Offences category comprises a range of offences including: sexual assault, sexual interference, making and distributing child pornography, possessing and accessing child pornography and indecent acts/exposing.

Theft from Automobile

There were 163 thefts from automobile incidents in October 2023, a 54 per cent increase from the previous month and a 42 per cent increase from October 2022. The number of thefts from automobiles this month is within the average range.

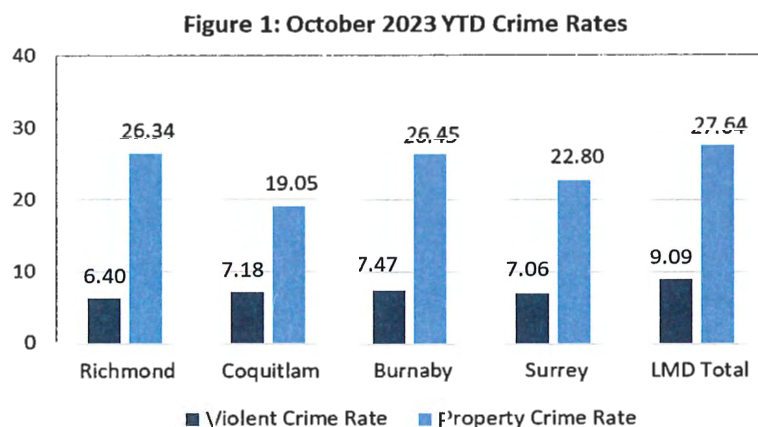
Hate Crimes and Incidents

Table 1 presents the number of hate crimes and hate incidents reported between January 1, 2019 and October 31, 2023.³ A “hate crime” refers to any criminal offence targeting an identifiable group. The criteria for an offence to be considered a hate crime, as per the *Criminal Code*, carries a higher threshold and usually involves one or more criminal offences. A “hate incident” may be motivated by the same factors as a hate crime but does not reach the threshold of being a criminal offence. There were two hate incidents in October 2023; one involved a woman uttering racist comments to a driver, and the other was related to vandalism to a rainbow crosswalk.

Table 1 -- Hate Crimes and Hate Incidents			
Year	Hate Crime Files	Hate Incident Files	Total
2019	11	9	20
2020	21	13	34
2021	21	24	45
2022	8	26	34
2023 (YTD)	6	19	25

Crime Trends Across Jurisdictions

Data on crime rates is presented in Figure 1.⁴ In October 2023, out of the four largest municipalities policed by the RCMP in the Lower Mainland District (LMD), Richmond had the lowest violent crime rate. The property crime rate for Richmond was below the LMD average.



³ The BC Hate Crimes Unit uses the terms hate-motivated crime and hate-motivated incident.

⁴ Crime rate is year to date (YTD) and calculated per 1,000 people.

Block Watch

At the end of October 2023, the Block Watch program had 308 groups, totalling 7,112 participants. Currently, the program includes 442 captains and co-captains. Block Watch training was provided to a new group of participants in October.

Community Police Station Programs

Community police stations continue to enhance the Richmond Detachment's policing services by providing various crime prevention resources and community safety initiatives. City staff and volunteers pursue safety initiatives to improve crime prevention program awareness, community engagement and police accessibility. These initiatives help to reduce anxiety and fear related to crime. The program activities vary from month to month, reflective of weather conditions, seasonal initiatives and the availability of volunteers.

During October, volunteer highlights included:

- The deployment of one volunteer bike patrol, totalling 16 hours and three volunteer foot/van patrols, totalling 45 hours.
- A total of nine Fail to Stop deployments took place, resulting in 230 information letters issued.
- There were 20 Lock Out Auto Crime deployments, resulting in 478 information letters issued.
- Speed Watch was conducted on 3,405 vehicles, resulting in 109 information letters issued.
- October 5 – Nine volunteers participated in the Activate! Positive Aging Fair at the Minoru Centre for Active Living. They promoted road safety and crime prevention programs, including the Community Safety App and Block Watch, and provided various crime prevention resources.
- October 11 – In partnership with ICBC, volunteers participated in a Walk Richmond event at the Horseshoe Slough Recreational Trail.⁵ Pedestrian safety was the event's focus, which included road safety messaging and the distribution of safety reflectors.
- October 18 – Speed Watch training was delivered to 10 volunteers.
- October 20 – Volunteers conducted a Project 529 bike registry event, during which 19 bicycles were registered.
- October 23, 25 and 26 – In collaboration with ICBC, volunteers provided short road safety presentations to approximately 350 City Works Yard staff. Topics discussed included pedestrian safety, sharing the road and fall/winter driving tips.
- October 24 – In partnership with ICBC, volunteers assisted RCMP officers and Metro Vancouver Transit Police with a Pedestrian Safety outreach event at the Brighthouse Canada Line station. A total of 2,800 safety reflectors were distributed.
- October 31 – Volunteers attended fireworks events in Burkeville and Minoru Park, conducting foot patrols and distributing over 1,200 safety reflectors.

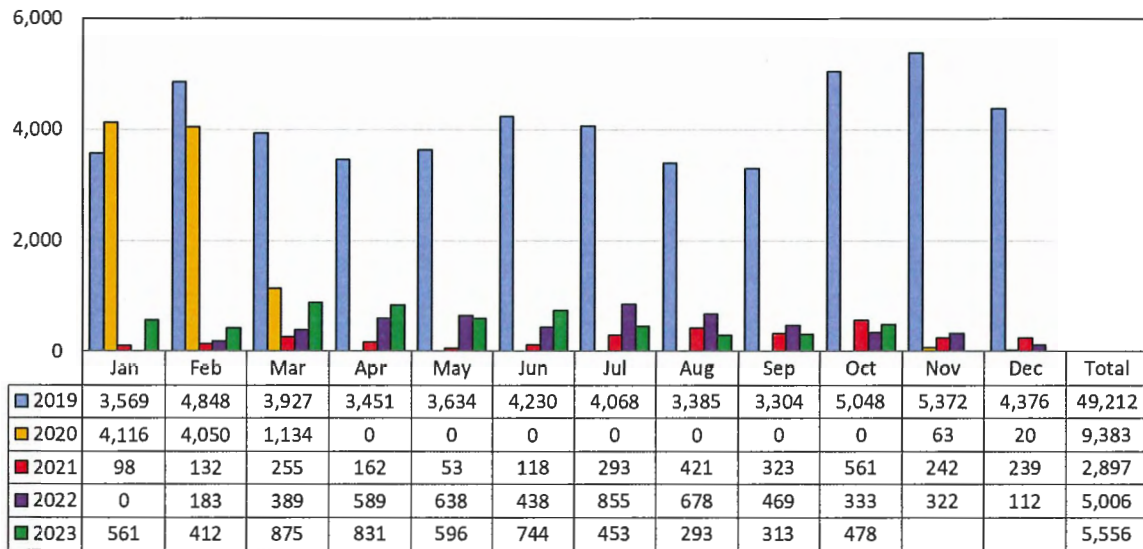
⁵ Walk Richmond is a City initiative promoting physical activity by offering free walks and resources throughout the year.

- October 31 – Volunteers conducted a Crime Watch deployment, resulting in 131 kilometres of patrols.

Lock Out Auto Crime

Figure 2 provides a yearly comparison of the number of vehicle notices issued.⁶

Figure 2: Lock Out Auto Crime Vehicles Issued a Notice

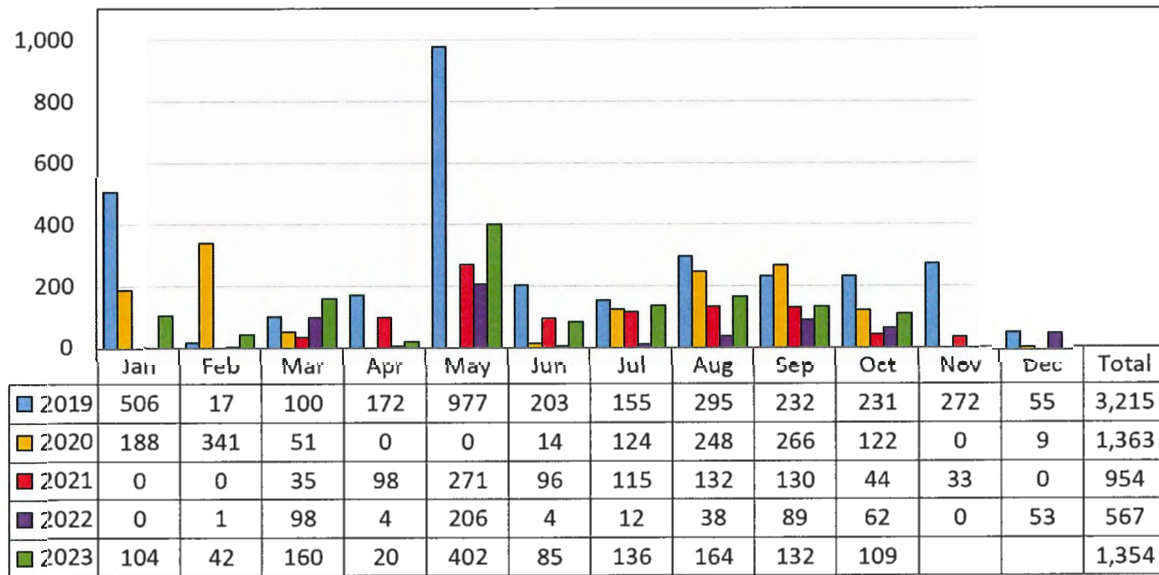


⁶ Beginning in November 2020, Lock Out Auto Crime letters were issued in place of notices. Letters are only issued to vehicles displaying security vulnerabilities; whereas previously, notices were issued to all vehicles. This has resulted in a significant reduction in the number of letters issued.

Speed Watch

Figure 3 compares the number of letters sent to registered vehicle owners yearly.

Figure 3: Speed Watch Letters Sent

Crime Prevention Unit

The Crime Prevention Unit reduces crime and enhances community engagement through public awareness and education initiatives. During October, the Crime Prevention Unit participated in the following events/activities:

- Business Outreach
- Diversity and Inclusion Initiatives
- Foot Patrols
- Pedestrian Safety
- Place of Worship Patrols
- Supercar Toy Drive Fundraiser

Road Safety Unit

The Road Safety Unit makes Richmond's roads safer through evidence-based traffic enforcement, investigation of serious vehicle collisions and public education programs. Table 2 compares statistics for October 2023 to both September 2023 and August 2023. Violation tickets were issued for the following infractions:

Table 2: Violation Tickets Issued

Infraction	August 2023	September 2023	October 2023
Distracted Driving	97	89	73
Driver License	178	175	179
Impaired	32	28	22
Intersection Offences	38	47	38
Moving Infractions ⁷	79	56	73
Speeding	180	195	282
Seatbelts	14	6	10
Vehicle-Related ⁸	151	112	139
Other ⁹	29	20	8
Total	798	728	824

Victim Services

In October 2023, Richmond RCMP Victim Services met with 81 new clients and attended eight crime/trauma scenes after hours. The unit currently maintains an active caseload of 84 files. In October, Victim Services responded to several cases involving medical-related sudden deaths, family conflicts and frauds.

Youth Section

The Richmond RCMP Detachment's Youth Section focuses on strategies contributing to safe and healthy behaviours essential to developing productive and civic-minded adults. During October, Youth Section highlights included:

- RCMP officers in the Youth Section conducted 50 proactive school visits at secondary schools and 42 visits at elementary schools. Police officers engaged with students during recess, lunch, and morning and afternoon supervision.
- DARE classes were delivered to 280 elementary school students in 11 classes.

Financial Impact

None.

Conclusion

In October 2023, the Richmond RCMP conducted several noteworthy investigations and activities, including two serious vehicle collisions. Police statistics for this month indicate that

⁷ Moving infractions refers to unsafe lane change and unsafe passing.

⁸ Vehicle related refers to vehicle defects, for example no lights and no insurance.

⁹ Other refers to miscellaneous charges including failing to remain at the scene of an accident and failing to stop for police.

most crime types were within the average ranges, except for robberies and shoplifting thefts, which were elevated, and auto thefts, which were below average.

In October, the Community Engagement Team and volunteers continued promoting crime prevention and road safety initiatives, including a month-long Pedestrian Safety campaign. The Officer in Charge of the Richmond RCMP Detachment will continue to ensure that Richmond remains a safe and desirable community.



Edward Warzel
Manager, Police Services
(604-207-4767)

- Att. 1: Community Policing Programs
2: Crime Statistics
3: Crime Maps
4: Crime Prevention Newsletter

Block Watch

- Community-based crime prevention program aimed at helping neighbors organize themselves to prevent crime.
- Residents can receive email alerts of neighbourhood residential break and enters by registering their email addresses at: blockwatch@richmond.ca
- For more information, visit www.richmond.ca/safety/police/prevention/blockwatch.htm

Distracted Driving Program

- Trained volunteers monitor intersections and observe distracted drivers.
- A letter is sent to the registered owner of the offending vehicle with information on the safety risks associated to the observed behaviour and applicable fine amounts.
- For more information, visit www.richmond.ca/safety/police/prevention/programs.htm

Fail to Stop

- Trained volunteers monitor areas that have been referred to the program by local businesses or residents where drivers are not making a full stop at the stop sign, or running a red light.
- An information letter is sent to the registered owner of the vehicle advising them the date, time and location and applicable fine amounts if the driver received a violation ticket.

Lock Out Auto Crime

- Co-sponsored by the Insurance Corporation of BC (ICBC), volunteers patrol city streets and parking lots looking for automobile security vulnerabilities.
- Notices supplied by ICBC are issued to every vehicle inspected indicating to the owner what issues need to be addressed in order to keep the vehicle and contents secure.
- For more information, visit www.richmond.ca/safety/police/personal/vehicle.htm

Project 529

- This program allows riders to easily and securely register their bikes. This up-to-date database of bikes alerts its registrants if a fellow 529 bike is stolen.
- Project 529 is a unique, multi-national registry that holds a database of all registered and stolen bikes.

Speed Watch

- Co-sponsored by ICBC, promotes safe driving habits by alerting drivers of their speed.
- Trained volunteers are equipped with radar and a speed watch reader board that gives drivers instant feedback regarding their speed.
- Volunteers record the license plate number and the speed, and a letter is sent to the registered owner of the offending vehicle. The letter includes the date, time and location and applicable fine amounts if the driver received a violation ticket.

Spot the Target

- This initiative consists of frequently stolen items being placed in the volunteer van for participants to identify in order to enhance awareness of thefts from automobiles.

Stolen Auto Recovery

- Co-sponsored by ICBC, trained volunteers equipped with portable computers identify stolen vehicles.
- These volunteers recover hundreds of stolen vehicles each year throughout the Lower Mainland.

Volunteer Bike and Foot Patrol Program

- Trained volunteers patrol Richmond neighbourhoods reporting suspicious activities and providing a visible deterrent to crime and public order issues.

OCTOBER 2023 STATISTICS

RICHMOND RCMP

The following information is a limited list of select crime-type samples, which does not comprise the entirety or assortment of all crimes captured by the RCMP. The statistics in this chart should be considered independently of the analysis provided as the data is unrelated to the research provided earlier in this report.

This chart identifies the monthly totals for founded Criminal Code incidents, excluding traffic-related Criminal Code incidents. Based on Uniform Crime Reporting (UCR) scoring, there are three categories: (1) Violent Crime, (2) Property Crime, and (3) Other Criminal Code. Within each category, particular offence types are highlighted in this chart. In addition, monthly totals for Controlled Drugs and Substances Act (CDSA) incidents and MHA-related calls for service are included. Individual UCR codes are indicated below the specific crime type.

The 5 year average is based on activity within a single month over the past 5 years. If the current monthly total for an offence falls outside the 5 year range (using one standard deviation) due to crime trends, patterns, or spikes, it will be noted in **red** if higher and **blue** if below. If the current monthly total for an offence is above the 5 year range due to primarily non-operational reasons such as the new UCR

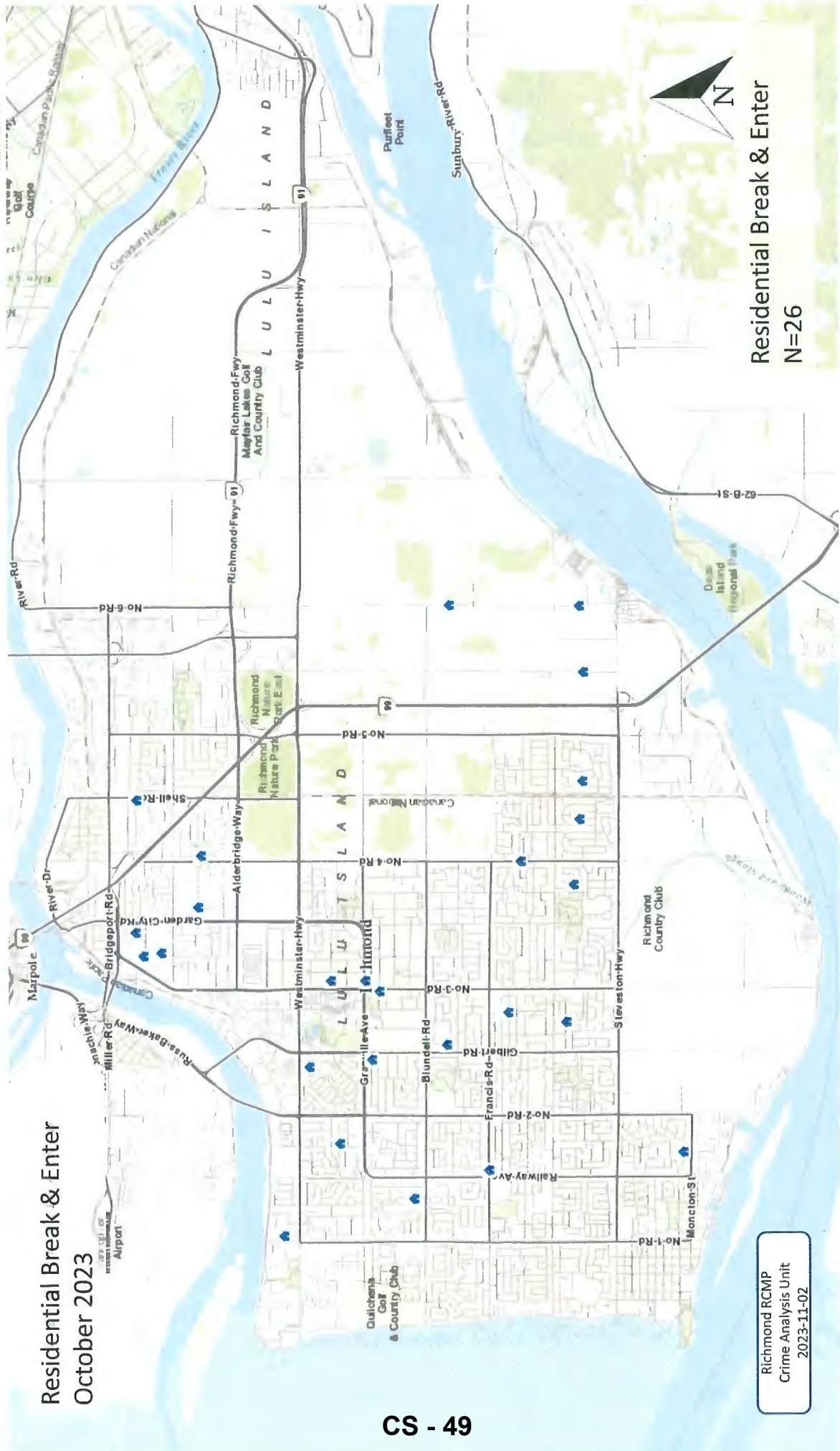
	Month	5-Yr Avg	5-Yr Range	Year to Date Totals			
	Oct - 23	October		2022	2023	% Change	# Change
VIOLENT CRIME (UCR 1000-Series Offences)	154	135.2	123-151	1383	1534	11%	151
Robbery	12	4.0	1-5	52	52	0%	0
Assault Common	45	51.0	46-56	491	492	0%	1
Assault Serious	14	14.8	11-18	176	201	14%	25
Sexual Offences	13	15.8	11-21	175	187	7%	12
PROPERTY CRIME (UCR 2000-Series Offences)	722	640.4	551-730	5726	6550	14%	824
Business B&E	31	34.2	21-47	301	257	-15%	-44
Residential B&E	26	41.8	23-61	251	242	-4%	-9
Auto Theft	19	30.6	26-35	216	211	-2%	-5
Theft from Auto	163	155.4	117-194	1167	1259	8%	92
Theft	90	78.2	57-99	881	1132	28%	251
Shoplifting	135	71.0	54-88	692	1058	53%	366
Fraud	92	79.8	73-86	679	827	22%	148
OTHER CRIMINAL CODE (UCR 3000-Series Offences)	255	218.0	181-255	2508	2698	8%	190
Arson	3	6.8	2-11	78	60	-23%	-18
SUBTOTAL CC OFFENCES (UCR 1000 to 3000 Series)	1131	993.6	914-1073	9623	10786	12%	1163
DRUGS (UCR 4000-Series Offences)	45	44.8	15-75	428	470	10%	42
MHA RELATED CALLS (MHA files or Mental Health flag)	251	262.2	207-317	1646	2398	46%	752

Prepared by Richmond RCMP CAU. Data collected from PRIME on 2023-11-01. Published 2023-11-01. Data subject to change. This document is not to be copied, reproduced, used in whole or part or disseminated to any other person or agency without the consent of the originator(s).

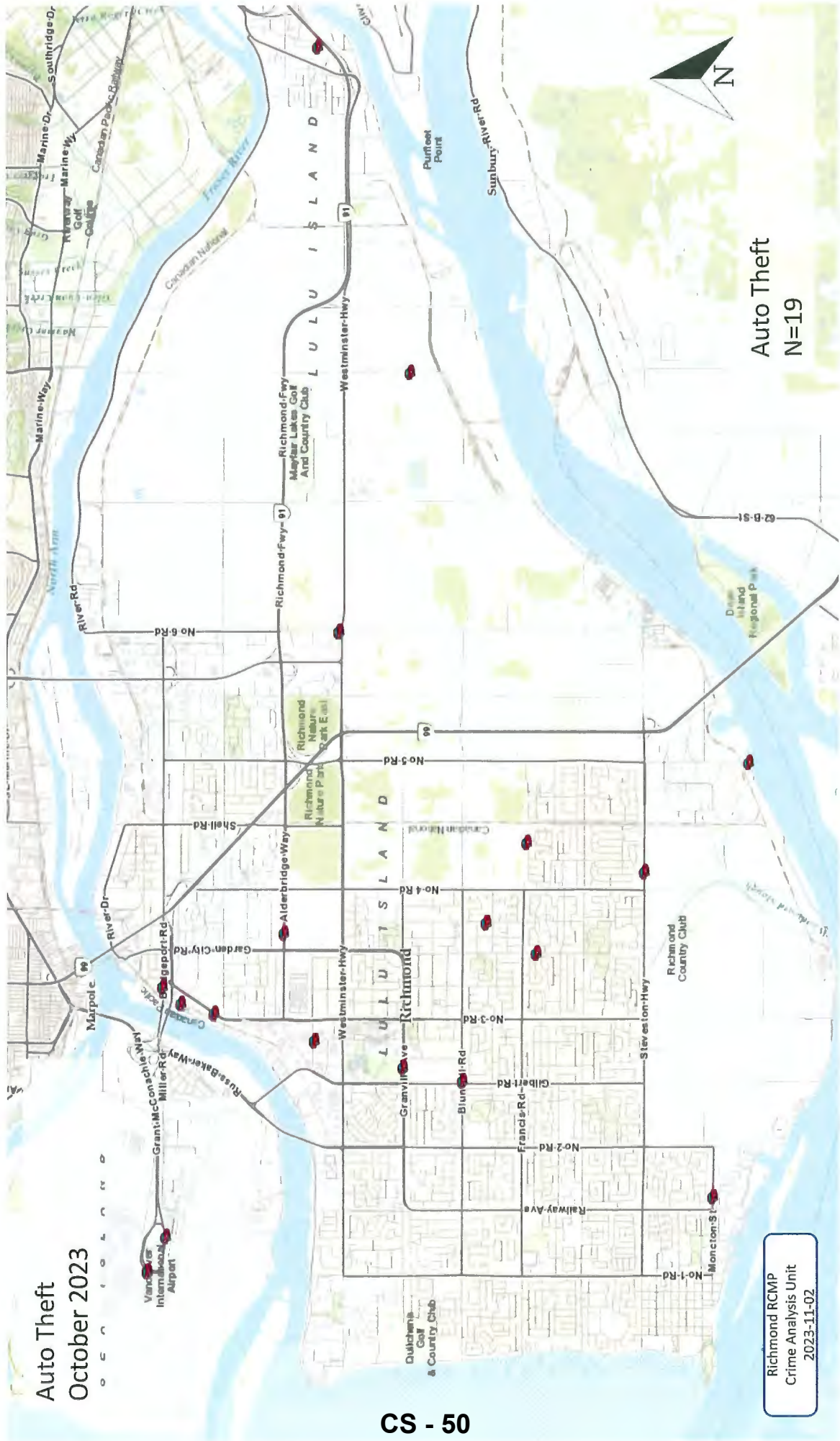
Commercial Break & Enter
October 2023



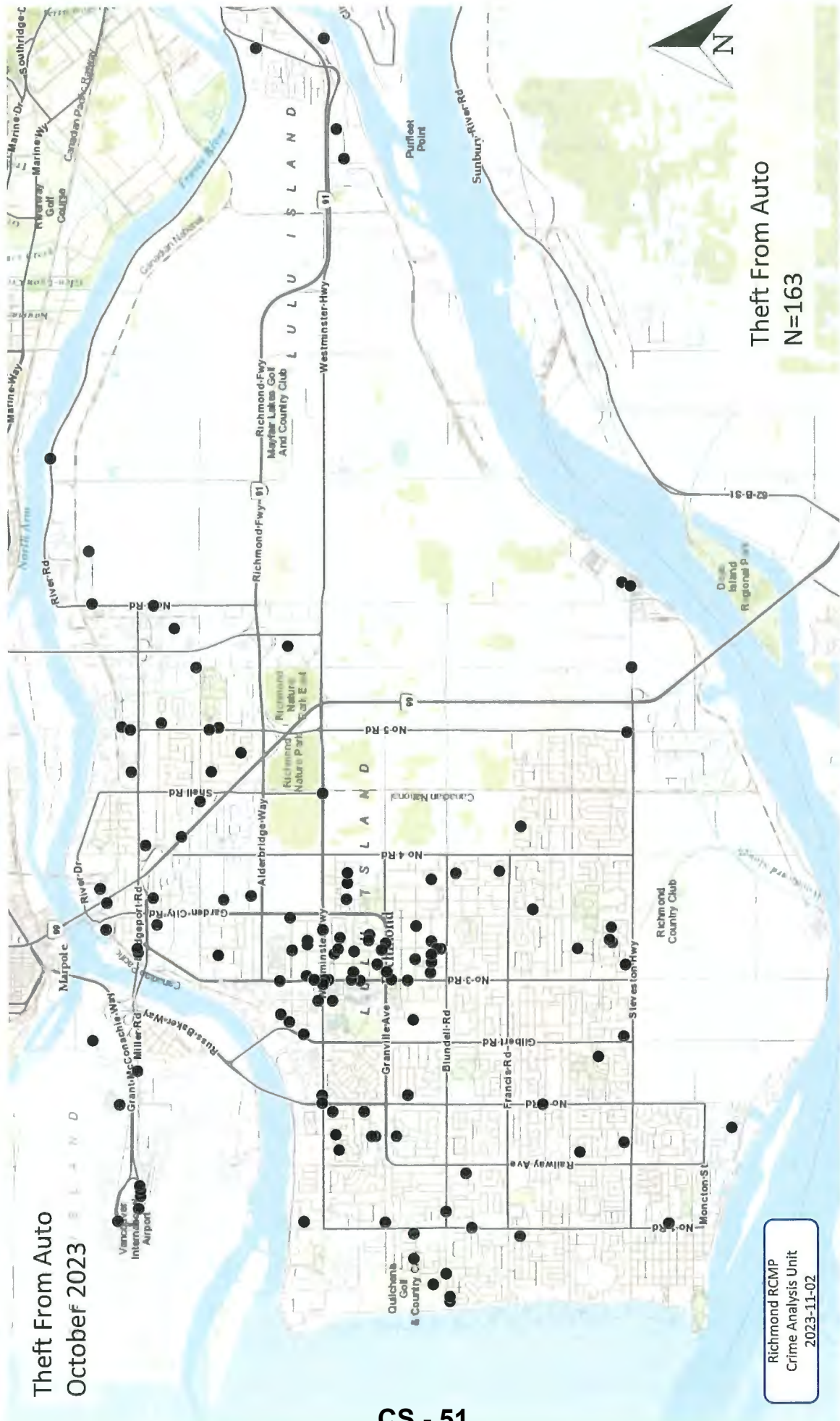
Residential Break & Enter October 2023



Auto Theft
October 2023



Theft From Auto October 2023



CRIME PREVENTION

WORKING TOGETHER TO PREVENT CRIME NEWSLETTER

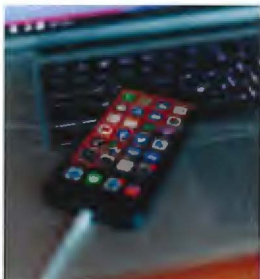
Sharing on Social Media

Holiday season is approaching and during this time, we may want to share pictures of our decorated home, gifts, or holiday destinations. Social media is an easy way to share with everyone. Although it is a fun area for sharing with our family and friends, it can also be a risky area as thieves use the platforms to take advantage of people sharing too much.

One way thieves create opportunity is by using social media to browse people's post. If you share photos of holiday gifts you received or purchased from holiday deals, it shows everyone that you have valuables in your home. The best way to secure your new valuables is avoid posting about them online. Another way to protect yourself is set your profile to private. Comb through your friends list and filter out or unfriend anyone you do not know. By switching to a private profile and filtering your friend list, you make your online profile safer.

If you are sharing pictures of your home decorations, try to avoid capturing any details that give away your exact location. For example, if you take a picture of your Christmas tree next to a window with your new gifts, the outside window may show the street sign or a distinctive tree. Thieves may see the post, identify your location, and steal your gifts.

Other posts people like to share are their vacation photos. While it may be fun and interesting to share your holiday with your friends and family, it poses a potential danger to you. Tech-savvy thieves can pick out certain details to find out where you are. A way they do so is by looking at the geo-tagged details in your picture. Geo-tagging happens when the location data is saved into a picture or a video with a smartphone, tablet, or GPS connected camera. The information shows your exact location and time of where you took the photo. Thus, if you are away from home and post a picture on social media, thieves can use the combined information on social media to determine if you are away and where your valuables are stored. Luckily, it is possible to turn off this feature. Head over to your camera settings and turn off the location services or GPS service in the camera app. The best way to protect your valuables and home when you are away is to wait until you are home before you post pictures of your getaway. By adjusting the settings of your profile and limiting what you post online it can help reduce the chances of a thief seeing your valuables or knowing that you are not home. Changing your habits and taking a proactive approach to social media can make your online presence safer.



CITY OF RICHMOND CRIME PREVENTION **NEWSLETTER**



Fending off the Parcel Theft Grinch

At the end of the year, there are many deals and online offers, which can be wonderful for consumers because they can get their items straight to their door. Online shopping is convenient but it lacks security if consumers do not do their due diligence to protect their valuables. Parcel theft is an opportunistic crime and thieves know that during this season people online shop because of the deals. Thieves will look for easy and quick methods to steal parcels. However, people can proactively remove the opportunity of parcel theft by changing the delivery methods for their valuables.

When purchasing something online, pay attention to your notification settings. Most of the delivery services send a email or push notification when the package has been delivered. Do not ignore the notification and arrange to pick it up as soon as possible. Sign up for tracking notifications if you have not done so. The notifications you receive are a powerful tool as a reminder to plan for its arrival. When the package arrives, you are the first to know. Take advantage of that detail and pick up your package quickly. If you are not able to pick up the package right away, ask a trusted neighbour or a family member to retrieve it. By knowing when your package arrives, you stay one-step ahead of opportunistic thieves.

If you know you will not be home to pick up your package consider picking it up at a secure location. One option is to have the parcel delivered to a trusted friend or family member's house, that way you know it is safely delivered. Alternatively, some businesses offer a physical location for you to pick up. For example, most brand name clothing stores offer in-store pick up for online purchases, and are able to hold items for a couple of days. Moreover, some delivery services have storage lockers, which offers additional protection as you are the only one with access to the locker. Alternate locations are effective in protecting your package because they are stored at a safe place where you do not need to worry about your package being left out in the open - this option offers you peace of mind. Lastly, you can add special instructions to your delivery. For example, you can request delivery to your work place, concierge, or request for a signature when the package is dropped off. This way, your package will not be left at your front door unattended but rather it will be handed over to a trusted individual. One important point to note is that not all delivery services have signature request available so make sure to do your research and pick the best proactive approach that protects your package from being stolen.

Are You a Good Neighbour?

You can pick your friends, but you can't pick your neighbours. Neighbours can play an important role in our lives and in building a safer neighbourhood. It all begins with us being a good neighbour ourselves.

A good neighbour is friendly and considerate. Though good neighbours may live close, they respect your space and privacy. They take time to talk, smile, and wave at you when they pass

by. Good neighbours' actions support community and look out for each other. While you may not be able to change the neighbourhood in which you live, you can change the experience you have by getting more involved with those around you. Knowing the people who live around you provides a strengthened sense of community, pride and safety in your neighbourhood and your home. When neighbours work together, they can reduce crime in their area in the most effective way—before it starts.



To start a Block Watch Group

Interested in starting a Block Watch group? Let us tell you a little about Block Watch! Block Watch is a program that brings the police and the communities together. This program helps you build connections and relationships with people in your neighbourhood and the police while striving for the common goal of crime prevention.

Select a Captain/Co-Captain

- ◇ Each Captain/Co-Captain to submit an application and will be contacted for a suitability interview. Candidates will then need to complete a free Police Information Check.

Recruit and build your group

- ◇ Upon confirmation from the Block Watch office on completing and passing all required steps in becoming a Captain/Co-Captain, you may begin to recruit homes that are near to you with the provided recruiting materials from the Block Watch office. To build an effective Block Watch, try to involve 50-75% of households in your area.

Complete activation of your team

1. **Complete** Block Watch Captain/Participant training – invite everyone in your group to participate in a virtual/in-person training session.
2. **Submit** your participating household list.
3. **Qualify** for Block Watch street signs once above steps are completed.

If you are interested in creating a Block Watch group in your area, email us your name and address at blockwatch@richmond.ca or call 604-207-4829.

BUSINESS LINK

WORKING TOGETHER TO PREVENT CRIME

NEWSLETTER

Theft of Auto For Business Vehicles

Your vehicle is an important part of your business. Whether you are transporting yourself, tools, or materials the work vehicle is an extension to your business. An act of convenience may put your vehicle at risk of being stolen if proper steps are not taken to secure it. A stolen commercial vehicle not only leads to financial loss, it also adds stress for employees and the business.

To help protect your work vehicle from theft of auto, do not leave your vehicle unsupervised when the keys are left in the ignition. It is a crucial and common mistake many drivers make. With the seasons getting colder, many people make the mistake to step away when they warm up their cars. This creates a favourable moment for opportunistic thieves. The best way to protect your vehicle from being stolen is to keep your keys with you at all times. When you are finished with the day, do a check around the vehicle. Make sure all windows are closed and doors locked, and put the keys back in a secure location that is not easily accessed by people other than your staff.

Lastly, if your business offers a secured parking spot for your vehicle, park in the area as it offers the greatest protection for your vehicle. Observe the surrounding area and take note of the security of any fences or gates. The secureness of the fences and gates are crucial in protecting your vehicle because they are the first layer of protection. If your business does not have a secured parking area, look to improve the visibility in the area. Bright lights are effective in preventing auto thefts because it removes hiding spots for thieves. On the other hand, motion sensor lights directs people's eye to the area as the light shines when there is movement in the area. Also, install surveillance cameras, as it plays a pivotal role in deterring potential auto thieves and aiding in the identification and capture of suspects.

Please report all suspicious or criminal activity to the police.

Richmond RCMP Non-Emergency line **604-278-1212**.

If you witness a crime in progress, dial **9-1-1**.

Online reporting available at bc.rcmp-grc.gc.ca/richmond/report for the following:

- Damage/mischief to property under \$5,000
- Damage/mischief to a vehicle under \$5,000
- Hit and run to an unoccupied vehicle or property
- Theft of bicycle under \$5,000
- Theft under \$5,000
- Theft from vehicle under \$5,000
- Lost property





City of Richmond

Report to Committee

To: Community Safety Committee
From: Cecilia Achiam
General Manager, Community Safety
Anthony Capuccinello Iraci
City Solicitor
Re: **Richmond Traffic Intersection Cameras and Proposed Public Safety Camera System**

Date: December 6, 2023

File: 99-LAW/2023-Vol 01

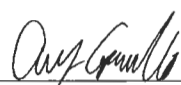

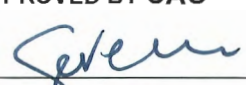
Staff Recommendation

That:

1. a more detailed assessment of the costs associated with implementing the Proposed Public Safety Camera System, including phasing options and funding sources, as described in the report titled "*Richmond Traffic Intersection Cameras and Proposed Public Safety Camera System*" dated December 6, 2023 from the City Solicitor and General Manager, Community Safety be presented for Council's consideration in the future as part of the annual budget process;
2. the feasibility of obtaining a Court declaration in advance of the expenditures associated with implementing the Proposed Public Safety Camera System, as described in the report titled "*Richmond Traffic Intersection Cameras and Proposed Public Safety Camera System*" dated December 6, 2023 from the City Solicitor and General Manager, Community Safety be explored;
3. any necessary Privacy Impact Assessment for the Proposed Public Safety Camera System be undertaken to satisfy the requirements of the *Freedom of Information and Privacy Act*; and
4. a copy of this report titled "*Richmond Traffic Intersection Cameras and Proposed Public Safety Camera System*" dated December 6, 2023 from the City Solicitor and General Manager, Community Safety be provided to the Office of the Information and Privacy Commissioner for British Columbia, Minister of Public Safety and Solicitor General, and Richmond Members of Parliament and Members of the Legislative Assembly.

Anthony Capuccinello Iraci
City Solicitor
(604-247-4636)

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

REPORT CONCURRENCE		
ROUTED TO: Transportation Information Technology Finance RCMP	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER  <hr/>
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO  <hr/>

Staff Report

Background

This report responds to the following referral motion that was passed at the Community Safety Committee meeting on September 12, 2023:

- (1) *That Staff research, analyse, and recommend to the Committee a process to elevate and use high resolution Traffic Camera images for the purposes of criminal investigation and prosecution;*
- (2) *That judicial or other required oversight is considered to ensure compliance and prevent misuse; and,*
- (3) *That Staff report back to the Committee with recommendation(s) before the end of 2023.*

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

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

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

3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.

Analysis

Research

Relevant to the research undertaken by staff in responding to the Community Safety Committee referral is the report to General Purposes Committee from the Superintendent, Officer in Charge, Richmond RCMP Detachment, dated October 31, 2017 (Attachment 1) which identifies that the main purpose of installing CCTV cameras at traffic intersections is to enhance public safety. On December 11, 2017, Council, on consent, adopted the recommendations contained in that report.

For the stated main purpose of enhancing public safety, the City of Richmond then submitted a Privacy Risk Assessment to the Office of the Information and Privacy Commissioner for BC (the "OIPC") during the Spring of 2018. In response to that submission and the City's intended use of the traffic cameras for public safety, the OIPC expressed its objection citing the following:

"...In BC, the OIPC has determined in a number of Orders that an investigation must already be underway at the time the personal information is collected for s. 26(b) to apply. A public body is not authorized to collect personal information about citizens, in the absence of an investigation, on the chance it may be useful in a future investigation. Similarly, in order for a collection to be lawfully authorized as relating to a proceeding, the proceeding must be ongoing at the time of collection..."

In expressing its objection the OIPC did not make any formal Order against the City.

As a result of the OIPC's expressed objection, the City continued to expand the number of intersection cameras for traffic management purposes only as directed by Council in 2020. The funding originally approved for intersection cameras for public safety have been re-allocated to accelerate the upgrades to the existing traffic intersection camera system for traffic monitoring. The report seeking Council approval for the use of the intersection cameras for traffic management was presented at the open General Purposes Committee held on March 16, 2020 (Attachment 2) with the following recommendations:

“(1) That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10160, which adds a service fee for video footage requests, be introduced and given first, second and third reading;

(2) That the Consolidated 5 Year Financial Plan (2020-2024) be amended to include the operating budget impact of implementing the Traffic Intersection Cameras system of \$100,000 funded by an estimated \$50,000 revenue from traffic video requests and a reallocation of resources from the Community Safety Division; and

(3) That staff develop a communication plan to inform the public of the implementation of the Traffic Intersection Cameras system and how to request video footage.”

Further, to satisfy OIPC's assessment of the intersection cameras for traffic management purposes, the cameras were modified to capture video at low-resolution at source so that stored video footage could not be enhanced using post-processing. The resolution modification for traffic management rendered the stored video footage of limited usefulness for criminal investigation and prosecution (i.e. the video resolution is too low to identify faces or licence plates). Nevertheless, the RCMP has the ability to request video footage from the City in low-resolution, and the City has a functioning process in place for proper disclosure to the RCMP and to ensure privacy and confidentiality.

The minutes of the March 16, 2020 General Purposes Committee specifically indicated that the existing traffic intersection camera system would obscure license plates and faces; are not intended for active surveillance; the RCMP would have access to the video footage; and that the cameras are used for traffic management purposes only (Attachment 3). The report was then adopted by Council on consent on March 23, 2020.

Even though modifications to low-resolution were made to satisfy the OIPC and the RCMP has the ability to request video footage at low-resolution, Council continued to pursue its public safety objective for using intersection cameras for law enforcement purposes through advocacy efforts. At the Regular Council meeting held on May 25, 2021, Council adopted the following resolution:

(1) That a letter be written to the Solicitor General for the Province of BC with copies to Richmond MLAs and the Premier seeking a meeting, as soon as possible, to address the issue of undue regulation on the use of intersection cameras in public places and the images generated including:

(a) Appropriate use of high resolution images on such devices including for the purposes of criminal investigation and prosecution; and

(b) *Judicial or other oversight on the use of the images to prevent misuse.*

On June 7, 2021, Mayor Brodie wrote to the Minister of Public Safety and Solicitor General (Attachment 4) and on September 28, 2021, Council received a memorandum that provides a brief impact analysis of municipal use of video cameras for law enforcement purposes (Attachment 5).

On October 7, 2021, Mayor Brodie also wrote to the OIPC (Attachment 6).

While the OIPC has not retracted its earlier objection, it appears to have somewhat softened its stance in its November 30, 2021 letter (Attachment 7) by not committing to any findings of fact or law in advance of a future investigation, should one be initiated:

"...If, on the other hand, collection of personal information is for "law enforcement" purposes, the City would have to show that it has the authority to do that. To do this, it would have to address a number of matters, including these: whether it is entitled to rely on "law enforcement" as a basis to collect the personal information; identify the harms to be addressed; whether the cameras demonstrably remediate the harm; and whether capturing the images of tens of thousands of citizens who are going about their lawful daily business, using a 24/7 surveillance system, is proportional to the law enforcement- related harms the City is attempting to address.

These are complex legal issues, which the City should seriously consider taking up with its legal advisers.

It is appropriate to remind the City that, if it decides to proceed with such a system, FIPPA authorizes citizens to complain to my Office, and also authorizes me to initiate an investigation on my own motion. If either occurs, my Office would, as indicated above, collect evidence and receive representations from the City (and any complainant). On that basis, findings of fact and law would be made and either recommendations or a binding order would be issued...."

Following the recent referral motion that was passed at the Community Safety Committee meeting held on September 12, 2023, staff have met with provincial counterparts from the Ministry of Public Safety and Solicitor General and have initiated preliminary discussions on using intersection cameras for law enforcement purposes. Currently, there are no anticipated changes to the *Police Act* or other provincial legislations that would provide additional authority for the use of cameras in public spaces for law enforcement. In the coming months, staff will continue to reach out to other municipalities in BC that share a similar interest in enhancing public safety with cameras.

Benefits for Law Enforcement and Legislative Authority

The benefits of high resolution traffic video footage for law enforcement purposes is described in Attachments 1 and 5 and includes, but is not limited, to the following:

- An enhanced camera network will assist the RCMP's ability to identify and locate criminals and investigate threats of violence and terrorism.
- An enhanced camera network will provide evidence that will shorten investigative time.

- Cameras will also complement the RCMP Detachment's operational plans to ensure public safety at events such as the Steveston Salmon Festival and Richmond World Festival.
- Video footage provides evidence for investigations such as serious collisions at intersections and criminal prosecutions.
- Traffic cameras with recording capabilities have in many instances reduced crime in specific areas.

The City relies upon s.26(b) of the *Freedom of Information and Protection of Privacy Act* ("FIPPA") to collect personal information for law enforcement purposes. The relevant portion of s.26(b) reads as follows:

Purpose for which personal information may be collected

26 A public body may collect personal information only if

(b) the information is collected for the purposes of law enforcement,

Schedule 1 of FIPPA defines "law enforcement" as:

"law enforcement" means

(a) policing, including criminal intelligence operations,

(b) investigations that lead or could lead to a penalty or sanction being imposed, or

(c) proceedings that lead or could lead to a penalty or sanction being imposed;

It is the opinion of the City Solicitor that the OIPC has misinterpreted s.26(b) of FIPPA.

Among other things, the OIPC's legal position has not given adequate consideration to the following:

- The OIPC's added stipulation that s.26(b) does not authorize the collection of personal information in the absence of an investigation is not set out in the Act, nor can it be read in or implied.
- Under s.3(2) of the BC *Police Act*, the City is obligated to provide policing and law enforcement. The City has complied with this Act by entering into the Municipal Police Unit Agreement (MPUA) with the Province pursuant to s.3(2)(b) of the Police Act. The MPUA gives broad powers to provide policing services.
- There exists a lower expectation of privacy at traffic intersections.
- The *Community Charter* provides that municipalities require "adequate powers and discretion to address existing and future community needs", and "authority to provide ... delivery of services in a manner that is responsive to community needs". The legislation's stated purpose is to provide municipalities with "the flexibility to ... respond to the different needs and changing circumstances of their communities", and the powers it confers, by statutory mandate, are to be interpreted broadly in accordance with the

purposes of local government legislation and in accordance with municipal purposes.

Relevant in a consideration of the statutory scheme are the guiding principles of local government legislation and the rights afforded to local governments under legislation.

Current State: Existing Traffic Intersection Camera System in Use

The existing traffic cameras were procured and specifically engineered for traffic management and not for capturing fine details like license plates or individual faces, despite their high-resolution recording capability. Based on the stipulations provided by the OIPC, the traffic intersection cameras were set to capture video at low-resolution, when the system was adopted by the Council on consent on March 23, 2020. The existing traffic camera system video footage is retained for 30-days. The existing traffic intersection camera system with video footage retrieval for both the public and the RCMP was in place since May 2021.

As part of the research to respond to the referral motion that was passed at the Community Safety Committee meeting on September 12, 2023, staff conducted a review of the high-resolution video footage from the existing traffic intersection camera system and determined that license plates are not legible and facial features are indiscernible. Therefore, the quality of current traffic intersection camera video footage is of limited usefulness for law enforcement and investigative purposes.

This limitation is due to the camera type, the focal length calibrated for traffic monitoring, frame rate and the high-placement of the cameras respective to the roadway. The existing traffic camera system cannot be further modified or enhanced to provide any meaningful benefits for public safety. For the most part, even with modifications, licence plates will remain illegible and facial features will remain indiscernible.

Requests for Video Footage from the Existing Traffic Intersection Camera System

As of October 2023, the number of video footage requests has been steadily growing for both the public and police. In total, there have been 168 requests, consisting of 34 from the public and 134 from the police. Table 1 provides statistics on the video footage requests since the system was implemented in May 2021.

Table 1 – Traffic Intersection Cameras Video Footage Request

	2021 (May to December)	2022 (Full Year)	2023 (January to October)
Public Requests	21	34	34
Police Requests	91	142	134
Total	112	176	168

Proposed Public Safety Camera System for Council's Consideration - Estimated at \$3.29M to \$6.55M

To follow Council's directive, staff have explored processes, procedures and camera equipment modifications that would enable video footage to be used for law enforcement purposes, such as the

ability to capture license plates and recognizable faces. Staff assessed that a separate camera system, the Proposed Public Safety Camera System (PSCS), capturing at 4K ultra-high-definition (Ultra HD), would be required to meet the needs for public safety and law enforcement purposes. The Ultra HD resolution would allow capturing of fine details like license plates and faces with higher reliability. The PSCS would be installed at signalized intersections where there are existing traffic cameras installed. The PSCS requires a fibre optic connection due to the bandwidth needed to transmit Ultra HD streams. Currently, the fibre optic system is built out to 148 of the 189 (78%) signalized intersections in Richmond. The current Traffic Signal program plans to transition all signalized intersections to fibre optic over eight to 12 years. Based on the timing for implementing a City-wide PSCS, additional funding may be required to accelerate the transition of the remaining 41 signalized intersections to the fibre optic standard required for PSCS. The options, phasing and costs for the fibre optic network transition will be included in a more detailed analysis should the Council endorse the PSCS program as described in this report.

Additionally, there are currently five signalized intersections (of the 189) on Sea Island that belong to the Vancouver Airport Authority (VAA) but under the City's management. The City would need to have a separate agreement with the VAA for video recording for signalized intersection that is owned by VAA. Staff will begin discussions with the VAA should the Council endorse the PSCS program as described in this report.

The PSCS system would be a stand-alone system separate from the existing traffic camera system. The use of City-owned PSCS for law enforcement would be subject to the described City's restrictions, safeguards, and judicial and other oversight to prevent misuse.

To achieve the appropriate safeguards, the City would amend the standard operating procedures (SOP) to include judicial oversight for police requests for video footage. The amendments to the SOP aim to ensure the continued protection of privacy while allowing the video footage to be potentially used in criminal prosecutions. An overview of these amendments is provided in Table 2 below.

Table 2 – Amendments to the Standard Operating Procedure for Police Request of Video Footage from the Proposed Public Safety Camera System

Client	Current SOP for the Existing Traffic Intersection Camera System	SOP for the Proposed Public Safety Camera System
Police	<ol style="list-style-type: none"> 1. RCMP contacts City to request video footage and complete the form "Richmond RCMP Traffic Camera Video Request Form". 2. RCMP provides a storage medium that the footage would be exported to. 3. City adheres to the <i>Freedom of Information and Protection of</i> 	<p>Same as current SOP with the following additions:</p> <ul style="list-style-type: none"> • RCMP provides a court authorized Production Order¹, pursuant to the Criminal Code, at the time of the request. • City Law Department reviews the Production Order and

¹ A Production Order is a judicial authorization that compels a person, including an organization, to disclose documents and records to an authorized peace officer. The power to authorize a Production Order under s. 487.014 of the Criminal Code is granted to "judges" and "justices". Under s. 2 of the Criminal Code, this includes Justices of the Peace, provincial court judges, and justices of a superior court.

Client	Current SOP for the Existing Traffic Intersection Camera System	SOP for the Proposed Public Safety Camera System
	<i>Privacy Act</i> Section 31 on the retention of personal information.	<p>provides authorization for the release of the video footage to the RCMP.</p> <ul style="list-style-type: none"> • City staff would not have access to the PSCS for live monitoring. • RCMP would not have access to the PSCS for live monitoring, exception with a Court order.

It is important to note that with the implementation of the PSCS, the video footage would only be accessed by selected City staff on a “need to know basis”. The RCMP or other police agencies would not have access to the PSCS without first obtaining City’s authorization and a Court order. In other words, the system would not be accessible by staff outside of its intended use and the video footage would be securely stored with the necessary privacy protections currently in place.

The PSCS will be used strictly for law enforcement purposes and the disclosure of the video footage would only be made to law enforcement agencies with a Production Order or other judicial oversight. The PSCS would not be actively monitored by law enforcement officers or City staff. If after receiving a copy of this report, the OIPC takes action to prohibit the City’s intended use of the PSCS for law enforcement purposes in the manner and with the oversight described in this report, then the City will be in a position to contest such action through the Courts.

The Proposed Public Safety Camera System Specifications

The PSCS would utilize Ultra HD camera system, comprising five cameras² per intersection. It would be networked within its own isolated network to prevent security risks. The PSCS would be installed at signalized intersections, which are pre-wired with fibre optic necessary to transmit Ultra HD video streams. Cameras would be installed at a lower level on the light poles to maximize coverage and enhance the reliability to clearly capture license plates and faces. Additional research and field testing are required to ensure the cameras and their placement would achieve the desired result of capturing license plates and faces under various conditions, and suitable for use in criminal investigations and prosecutions. A more detailed report, including the results of field testing and a more accurate cost estimate, will be provided should the Council endorse the PSCS program as described in this report.

The PSCS would not be actively monitored but recordings will be in effect 24/7. Retention will be 10-days recognizing the significant storage requirement for Ultra HD and the expedited need by the police for video footage for criminal investigations. Video footage would only be available to the police and only upon the presentation of a Production Order.

Staff conducted a preliminary cost estimate, and the financial impact of the PSCS is substantial. The

² One camera dedicated for active (system) monitoring with auto-sensing for pan and zoom abilities; and four-directional cameras in a module to record surroundings. The cameras record in ultra-high-definition.

cost estimate for City-wide implementation of the PSCS is approximately \$6.55 million, which includes installing PSCS cameras at 189 signalized intersection locations in Richmond. The cost entails Ultra HD cameras, fibre optic network isolation, servers, data centres, and monitoring software.

A partial PSCS implementation, prioritizing rapidly growing neighbourhoods in the City Centre, West Cambie, Bridgeport, Hamilton, and Steveston areas, can be achieved with an estimated cost of approximately \$3.29 million. Additional details are provided in the Financial Impact section of the report.

Pursuing the PSCS would also require compliance with the Privacy Impact Assessment provisions of the *Freedom of Information and Protection of Privacy Act*, which is included in the recommendations of this report. This report also recommends that the OIPC, the Minister of Public Safety and Solicitor General, and Richmond MPs and MLAs be provided with a copy of this report so that they are aware of the City's intentions.

Financial Impact

The implementation of the PSCS is estimated to be between \$3.29 million for partial implementation and \$6.55 million for City-wide implementation. These cost estimates are for Ultra HD camera hardware with a 5-camera module for each signalized intersection. The PSCS will be networked separately and isolated on its own to mitigate security issues. A separate camera control and monitoring software is required for the PSCS. Due to the large file size for Ultra HD content, a retention period of 10-days was determined to balance data storage, operations, and cost. The cost estimate includes project management and a 20 percent contingency. Additional funding may be required for the expansion of the fibre optic network to accelerate the implementation of the PSCS program.

The ongoing operating budget impact (OBI) for the PSCS is estimated at \$394,000 for City-wide implementation and \$205,000 for partial implementation. The OBI covers camera maintenance, software assurance, server maintenance, data storage maintenance, the installation of new cameras at new intersections, and the replacement due to camera failures. The full PSCS cost estimate is provided in Attachment 8. A more detailed assessment of the costs associated with the Proposed Public Safety Camera System, including phasing options and funding sources, will be presented for Council's consideration through the annual budget process.

It is also anticipated that there will be legal costs if the OIPC takes action to prohibit the use of the proposed PSCS for law enforcement purposes should Council later approve the implementation of the PSCS.

Conclusion

The importance of public safety cannot be overstated. The procurement and implementation of the Proposed Public Safety Camera System, described in this report will enhance public safety. Moreover, restrictions and oversight will be in place to prevent misuse and that adequately protect the privacy of individuals under the circumstances.



Anthony Capuccinello Iraci
City Solicitor
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Cecilia Achiam
General Manager, Community Safety
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- Att. 1: Report to General Purposes Committee dated October 31, 2017
 2: Report to General Purposes Committee dated March 16, 2020
 3: Minutes of the March 16, 2020 General Purposes Committee
 4: Letter to the Minister of Public Safety and Solicitor General dated June 7, 2021
 5: Memo to Mayor and Councillors dated September 28, 2021
 6: Letter to OPIC dated October 7, 2021
 7: Letter from OPIC dated November 30, 2021
 8: Public Safety Camera System - Preliminary Cost Estimate



City of
Richmond

Report to Committee

To: General Purposes Committee **Date:** October 31, 2017
From: Will Ng, Superintendent, Officer in Charge, Richmond RCMP Detachment **File:** 09-5000-01/2017-Vol 01
Re: Closed Circuit Television (CCTV) for Signalized Intersections in Richmond

Staff Recommendation

1. That the report titled "Closed Circuit Television (CCTV) for Signalized Intersections in Richmond," dated October 31, 2017 from the OIC, Richmond RCMP, be received for information;
2. That the CCTV request at a capital cost of \$2,185,242 (Option 3) be submitted to the 2018 Capital budget process for Council consideration;
3. That the CCTV for Signalized Intersections Project be approved to seek additional funding from the Federal/ Provincial Investing in Canada Program and other appropriate senior government funding programs;
4. That if the senior government funding submission is approved, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the Government of Canada and/ or the Province of British Columbia;
5. That if the funding application is successful, the grant received be used to replenish the City's funding source and the 2018-2022 Five Year Financial Plan Bylaw will be adjusted accordingly; and
6. That Richmond MPs and MLAs be advised of the City's senior government submission.

Will Ng, Superintendent
Officer in Charge, Richmond RCMP Detachment
(604-278-1212)
Att. 2

October 31, 2017

- 2 -

REPORT CONCURRENCE

ROUTED TO:

CONCURRENCE

Finance Department



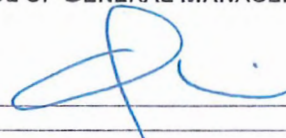
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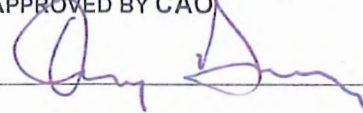
Transportation



CONCURRENCE OF GENERAL MANAGER



APPROVED BY CAO



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Staff Report

Origin

This report is in response to the following referral made by Council at the October 23, 2017 Council meeting:

That Traffic Recording Capabilities at Intersections be submitted in the 2018 budget process for Council consideration.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

1.2. Program and service enhancements that improve community safety services in the City.

1.3. Improved perception of Richmond as a safe community.

Analysis

Background

On October 18, 2017 the Public Works and Transportation Committee discussed the potential to install traffic recording cameras at intersections in Richmond. As a result of this discussion, the Committee requested staff provide information regarding the type of recording equipment that would be considered in order to provide Council with a range of options for a capital budget submission.

Existing Traffic Cameras

Currently there are 175 signalized intersections in Richmond, among which 60 intersections are equipped with non-recording traffic detection cameras. The existing traffic cameras function primarily to detect vehicles, manage traffic flow and respond to real-time traffic incidents. Each camera equipped intersection actually has four cameras to monitor traffic flow in each direction of the intersection. Existing traffic detection cameras have the capability of capturing live video feeds but to date the recording function has not been equipped within existing hardware and software.

Enhancing Public Safety

The main purpose of installing CCTV cameras at traffic intersections is to enhance public safety in the City of Richmond. Ideally, CCTV cameras should be present at all 175 signalized intersections in Richmond.

Threats of violence and terrorism remain an existent threat not only in international locations such as France and the United Kingdom, but also domestically in cities such as Ottawa and Edmonton. Richmond is an international gateway into Canada with major facilities including the

Vancouver International Airport, Metro Vancouver Port facilities, various tourist destinations, regional shopping centers, skytrain stations, religious and public facilities. It is prudent to be proactive in addressing potential threats to the City's community safety needs.

For the past several years, with the advent of low-cost and excellent-quality digital CCTV systems, police have been exploring local CCTV assets in the area of investigating criminal activity, identifying suspects and apprehending criminals. Quality images of perpetrators and/or their vehicles has, when available, significantly diminished police investigational time and reduced policing costs. Cities with cameras have reported success in reducing crime and increasing perceptions of public safety through deterrence and quickly apprehending and removing dangerous individuals from the community.

Benefits of a Recording Capability for Traffic Cameras

The RCMP Richmond Detachment (the Detachment) and the City's Transportation Department (Traffic Management Centre) have initiated discussions to upgrade all existing traffic cameras, to allow for live video feed recording and to have additional video recording cameras at all signalized intersections over time. The following table identifies some of the key benefits that surfaced from those discussions.

Table 1: Benefits of Traffic Cameras with Recording Capability

Category	Benefit
Emergency Preparedness	<ul style="list-style-type: none"> • Live video feeds can augment the emergency program by helping determine and monitor emergency route availability to an evacuation during an emergency. • Free up police officers from physically attending areas to provide situational reports allowing them to assist in more emergent life or death situations.
Safety for First Responders – Fire Rescue	<ul style="list-style-type: none"> • A greater number of cameras can enhance response times for Fire-Rescue by utilizing the emergency pre-emption of traffic signals. • Provide a safer environment for Fire Rescue while entering controlled intersections.
RCMP Operational Safety and Efficiency	<ul style="list-style-type: none"> • An enhanced camera network will facilitate RCMP ability to identify and locate criminals and investigate threats of violence or terrorism. • An enhanced camera network will provide more readily obtainable evidence that will shorten investigative time. This would reduce public exposure to "at large" criminality. • Cameras will also complement the Detachment's operational plans to ensure public safety at large scale events such as the Steveston Salmon Festival and Richmond World Festival. • Video feeds provide evidence for investigations such as serious collisions at intersections. • Traffic cameras with recording capabilities have in many instances reduced crime in specific areas.

Category	Benefit
Traffic Safety	<ul style="list-style-type: none"> Based on statistics from ICBC: <ul style="list-style-type: none"> -There were 6,671 reported accidents in Richmond with 88 per cent occurring at intersections. -The top contributing factors in fatal crashes were speed, impaired driving and distracted driving. Video cameras would allow for analysis of accident causes and act as a deterrent for high risk behaviours at intersections.

Traffic Camera System versus the CCTV Camera System

Discussions between the Detachment and Transportation also revealed significant differences between camera system requirements of one department over the other. As stated earlier the City's purpose for the existing traffic cameras is to detect vehicles, manage traffic flow and respond to real-time traffic incidents. The RCMP, on the other hand, requires high resolution cameras to reduce crime and assist in criminal investigations.

The existing traffic camera system has limitations, which make them not suitable for the Detachment's intended purposes. For example:

- Some cameras do not have time and date stamps;
- Cameras do not display in high definition resolution;
- To properly meet traffic camera needs the angle of these cameras face directly towards the traffic lanes. These cameras are designed for only one camera angle and are not mobile as required by the CCTV camera system; and
- Current traffic cameras require fiber optic cable which makes installation expensive.

CCTV Privacy Regulation and Data Collection

The legal regulation of CCTV systems occurs primarily via privacy law. This oversight is provided by offices of the federal and provincial privacy commissioners. It is anticipated that Richmond's CCTV system will be reviewed and approved by the Office of the Information and Privacy Commissioner for British Columbia. Should Council endorse a CCTV system, it would be designed and operated to ensure full compliance with all applicable privacy laws.

The data captured by the CCTV system will be securely stored on a server for a reasonable period of time (e.g. one month). The data will be destroyed after the holding period. Only data requested by the appropriate authorities, such as ICBC, or archived for investigative purposes will be forwarded onto the investigating authority for retention under the terms of relevant legislation (Attachment 1).

Signalized Intersection Recording Options

Option 1 (Status quo) – Not Recommended

Staff do not recommend Option 1. This option will continue with the current traffic camera network with no ability to record live feeds.

Pros:

- There will be no budget impact as Option 1 is currently funded from the Planning and Development operational budget; and
- The City will continue its incremental program to install traffic cameras for transportation management purposes.

Cons:

- No improvement camera system or public safety;
- No ability to review accidents and reduce accident causes through analysis;
- No ability to assist police with deterring or investigating crimes; and
- No ability to provide service to other agencies (e.g. ICBC, law firms, and other government agencies, etc.) or the public for use in legal defense purposes.

Option 2 (Hybrid System) – Not Recommended

Option 2 would require the enhancement of existing traffic detection cameras and the installation of 115 recording cameras¹ at strategically selected intersections. This option model would maintain the operability of the existing traffic cameras and further enhance their existing traffic camera capabilities to include recording. The estimated capital cost for the Hybrid System is \$1,709,710 and \$30,201 annual OBI for ongoing expenses (Attachment 2).

Pros:

- Significantly enhanced CCTV camera system for public safety;
- Ability to review accidents and reduce accident causes through analysis;
- Ability to assist police with deterring or investigating crimes; and
- Ability to recover costs from video feed sales to other agencies (e.g. ICBC, law firms, and other government agencies, etc.) or the public for use in legal defense purposes in compliance with privacy law.

Cons:

- Existing cameras will not meet resolution levels required by RCMP;
- Some existing cameras will not have time and date stamps; and
- Existing cameras with low resolution and without a time date stamp will not produce adequate evidence for the courts and, as such, these cameras will incur reduced revenue levels and will not meet the needs of the RCMP.

¹ The number of recording cameras in this case was derived from the total number of signalized intersections (175) minus the existing traffic cameras (60) which determines the remaining amount of cameras required (115).

Option 3 (Full CCTV System) – Recommended

Option 3 would require the enhancement of the existing traffic detection camera system with additional CCTV recording cameras at all 175 locations. CCTV images, in this scenario, are transmitted by wireless radios with the exception of locations where fiber optic cables exist. This system is relatively cost effective and easy to install. The estimated capital cost for the full CCTV system is \$2,185,242 and a cost neutral OBI for ongoing expenses (Attachment 2).

Pros:

- Fully operational CCTV camera system at all 175 traffic intersections for public safety;
- Ability to review accidents and reduce accident causes through analysis;
- Ability to assist police with deterring or investigating crimes; and
- Ability to recover costs from video feed sales to other agencies (e.g. ICBC, law firms, and other government agencies, etc.) or the public for use in legal defense purposes in compliance with privacy law.

Cons: None.

Potential Cost Offset and Senior Government Funding Opportunities

Other local municipalities that have implemented CCTV cameras have reported that they are able to offset some of the operational costs by applying a fee-for-service model. It is reasonable to project a service charge for the purposes of this report at \$360 per request. An extrapolation of this model when applied to Richmond and adjusted for population and program size would result in an annual cost offset of approximately \$72,000, which has been included in the estimates provided (Attachment 2).

If endorsed, staff will seek funding opportunities from senior governments to leverage Council approved funding for this project. The project aligns with the potential funding criteria for the Investing in Canada Program, currently being negotiated for a bilateral agreement with the federal and provincial governments. A call for proposals is expected early in 2018.

Should the funding request be successful, the City would be required to enter into funding agreements with the Government of Canada and/ or the Province of British Columbia. The agreements are standard form agreements provided by senior levels of government and include an indemnity and release in favour of the Government of Canada and/ or the Province of British Columbia. As with any submission to senior governments, there is no guarantee that this application will be successful.

Financial Impact

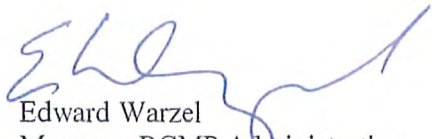
That Option 3 at a capital cost of \$2,185,242 and a cost neutral OBI be submitted to the 2018 capital budget process for Council consideration.

October 31, 2017

- 8 -

Conclusion

The installation of CCTV cameras at all 175 traffic intersections would enhance public safety in the City of Richmond. Proper use of this surveillance technology could deter crime, reduce traffic accidents and provide an additional tool in crime and accident investigations. Staff is recommending Council approve the funding for the CCTV project and the request to pursue additional funding from senior governments to enhance the project.



Edward Warzel
Manager, RCMP Administration
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EW:jl

Att. 1: Public Sector Surveillance Guidelines

Att. 2: Cost Estimates of Options 2 and 3

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updated January, 2014

Public Sector Surveillance Guidelines



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PUBLIC SECTOR VIDEO SURVEILLANCE GUIDELINES

PURPOSE

The purpose of this guidance document is to provide information on how the *Freedom of Information and Protection of Privacy Act* ("FIPPA") applies to the use of video and audio surveillance systems by public bodies. In the decade since our office first published surveillance guidelines, there has been extensive research and writing on this topic and one thing is clear: the effectiveness of a surveillance system is a product of several elements—it is not a "one size fits all" solution. These guidelines aim to assist public bodies in deciding whether proposed or existing surveillance systems are **lawful** and operating in a **privacy protective manner**. These guidelines also set out what the Information and Privacy Commissioner for British Columbia expects from public bodies who are considering using video and audio surveillance systems.

THE RIGHT OF PRIVACY

British Columbians are increasingly subject to routine and random surveillance of their ordinary, lawful public activities by public and private bodies. As surveillance increases, so do the risks of harm to individuals. Video and audio surveillance systems are particularly privacy intrusive measures because they often subject individuals to continuous monitoring of their everyday activities.

Privacy is a fundamental right. Sections 7 and 8 of the *Canadian Charter of Rights and Freedoms* protect the rights of citizens to be secure in their daily lives and to be free from unjustified intrusion. FIPPA also recognizes and protects an individual's privacy

rights. Public bodies must not take steps to erode the right to privacy merely because they believe there is nothing to fear if an individual has nothing to hide. The loss of the ability to control the use of one's own personal information is harmful in itself.

APPLICATION OF FIPPA AND ROLE OF THE OIPC

FIPPA governs the collection, use, and disclosure of personal information by public bodies. Visual or audio recordings of an individual are a record of that individual's personal information. Where a surveillance system records personal information, the public body collecting that record must comply with the privacy protection provisions in Part 3 of FIPPA.

The Office of the Information and Privacy Commissioner ("OIPC") is responsible for monitoring and enforcing compliance with FIPPA, and may conduct investigations and audits of public bodies' surveillance systems under the authority of s. 42(1)(a) of FIPPA.

LAWFUL COLLECTION AND USE

It is lawful for public bodies to collect personal information only in circumstances permitted by s. 26 of FIPPA. A public body must be prepared to demonstrate to the OIPC, with specific evidence, that one or more provisions of s. 26 of FIPPA authorize its proposed or existing collection of personal information by a surveillance system.

Each component of the surveillance system must be lawful. For example, if a public body is considering implementing a surveillance system that collects video and audio footage, it should be able to demonstrate the purpose and the legal authority for both. This should include evidence that supports how each component fulfils the purpose for the collection.

Section 32 of FIPPA limits the purpose for which a public body can use personal information. Public bodies should be prepared to demonstrate that the ways they are using personal information meet the requirements of s. 32. Information collected through video or audio surveillance should not be used beyond the original purpose for the collection and any other purpose that is demonstrably consistent with this purpose. When public bodies collect personal information for one reason and then later use it for something else, privacy advocates refer to this as "function creep". Function creep is problematic because it can lead to public bodies using personal information in ways that do not meet the requirements of FIPPA. For example, if a public body scans employee identification to control entry to a secure building and later wants to use it to track employee attendance; the public body must first determine whether FIPPA authorizes that new activity.

▪ *WHAT IS PERSONAL INFORMATION?*

FIPPA defines "personal information" as recorded information about an identifiable individual, other than contact information. Video and audio recordings of an individual's image and voice are considered identifiable information.

▪ *WHAT IS COLLECTION?*

In terms of surveillance systems, collection of personal information occurs when an individual's image or voice is captured by the system. The personal information may then be played back or displayed on a monitor (used), saved or stored (retained) or shared with other public bodies or organizations (disclosed). Surveillance systems are collecting personal information whenever they are recording, regardless of if, or how, the public body uses, retains or discloses the recordings in the future.

▪ *WHAT DOES IT MEAN TO BE AUTHORIZED BY STATUTE?*

Section 26(a) of FIPPA allows for the collection of personal information that is expressly authorized by statute. This is the most straightforward legal authority for collection. If there is a law that states that a public body is authorized to collect personal information using video or audio recording, then, so long as the collection is done in accordance with that law and for the specified purpose, it is authorized.

An example of express statutory authority for video surveillance is found in s. 85 of the Gaming Control Act. Under this section, the British Columbia Lottery Corporation "may place a gaming site under video surveillance to ascertain compliance" with the Act.

▪ *WHAT DOES IT MEAN TO BE "FOR THE PURPOSES OF LAW ENFORCEMENT"?*

Section 26(b) of FIPPA authorizes collection of personal information for the purposes of law enforcement. Schedule 1 of FIPPA defines "law enforcement" as: policing, including criminal intelligence systems; investigations that lead or could lead to a penalty or sanction being imposed; or proceedings that lead, or could lead, to a penalty or sanction being imposed.

"Policing" is not defined in FIPPA, however in common law the definition of policing involves active monitoring or patrolling in order to deter or intervene in unlawful activities. Information collected for policing purposes must be collected by a public body with a common law or statutory enforcement mandate. For example, it is not sufficient for a public body to claim an interest in reducing crime in order to justify

collection for “law enforcement”; the public body must have authority to enforce those laws.

In BC, the OIPC has determined in a number of Orders that an investigation must already be underway at the time the personal information is collected for s. 26(b) to apply. A public body is not authorized to collect personal information about citizens, in the absence of an investigation, on the chance it may be useful in a future investigation. Similarly, in order for a collection to be lawfully authorized as relating to a proceeding, the proceeding must be ongoing at the time of collection.

▪ **WHAT DOES IT MEAN TO BE “NECESSARY”?**

Section 26(c) of FIPPA authorizes the collection of personal information that is necessary for an operating program or activity of the public body. “Necessary” in the context of surveillance systems is a high threshold for a public body to meet. It is not enough to say that personal information would be nice to have or could be useful in the future. The personal information must also be directly related to a program or activity of the public body.

▪ **WHAT ABOUT CONSENT?**

Under s. 26(d)(i) of FIPPA, consent can be used as legal authority for collection of personal information in very few specified instances. Express or implied consent is not a legal authority for collection of personal information using video or audio surveillance systems.

EFFECTIVE USE OF SURVEILLANCE

A public body should use a video or audio surveillance system only where conventional means for achieving the same objectives are *substantially* less effective than surveillance *and* the benefits of surveillance *substantially* outweigh any privacy intrusion. Cost-savings alone are not sufficient justification to proceed with a surveillance system under FIPPA.

A public body should use surveillance systems that collect the minimum amount of personal information necessary to achieve the purpose of the collection.

In considering the effectiveness of video or audio surveillance systems, public bodies should keep in mind the following:

- (a) Surveillance systems have been found to be more effective in defined areas (such as parking lots) as opposed to open street or undefined spaces.

- (b) Surveillance systems are *more effective as investigative tools than as deterrents*. There is a common belief that the presence of a camera is an effective deterrent of crime and disorder, however, studies have shown that this deterrence is short-lived. In addition, the deployment of a surveillance system often coincides with the installation of improved lighting and increased monitoring of the area, which itself plays a role in deterrence.
- (c) Surveillance systems that are monitored and are used in conjunction with intervention in suspicious incidents have been found to be more effective at reducing criminal or public safety concerns than are unmonitored systems.

Public bodies should only proceed with surveillance if they can first establish whether FIPPA authorizes the surveillance and if they have determined that other less privacy-invasive options will not be effective.

VIDEO OR AUDIO SURVEILLANCE — BEST PRACTICES

1. Factors in considering use of video or audio surveillance systems

Public bodies should take the following steps in considering whether to use video or audio surveillance systems:

- (a) Before implementing a surveillance system, complete a privacy impact assessment ("PIA"). A PIA is an important component in the design of a project to assess how the project affects the privacy of individuals, and should include a description of measures to mitigate any identified privacy risks. Completion of a PIA helps a public body ensure that its project complies with the legislative requirements under FIPPA. A copy of the completed PIA, including the public body's case for implementing a surveillance system as opposed to other measures, should be sent to the OIPC for review and comment. The OIPC should receive the PIA *well before* any final decision is made to proceed with surveillance.
- (b) If a public body would like to use surveillance for security reasons, it should have evidence, such as verifiable, specific reports of incidents of crime, public safety concerns or other compelling circumstances that support the necessity of surveillance.
- (c) Conduct consultations with stakeholders who may be able to help the public body consider the merits of the proposed surveillance.
- (d) Calibrate the surveillance system so that it only collects personal information that is necessary to achieve the purposes the public body has identified for the surveillance.

2. Layout of surveillance equipment

In designing a surveillance system and installing equipment, a public body should:

- (a) Install surveillance equipment such as video cameras or audio recording devices in defined public areas. The public body should select areas it expects the surveillance will be most effective in meeting the purpose for the surveillance.
- (b) Recording equipment should not be positioned, internally or externally, to monitor areas outside a building, or to monitor other buildings, unless necessary to accomplish the purpose for the surveillance. Cameras should not be directed to look through the windows of adjacent buildings. Equipment should not monitor areas where the public and employees have a reasonable expectation of privacy (such as change rooms and washrooms).
- (c) If the purpose of the surveillance is related to crime, the public body should restrict the use of surveillance to periods when there is demonstrably a higher likelihood of crime being committed and detected in the area under surveillance.
- (d) Section 27(2) of FIPPA requires that public bodies notify individuals when they are collecting personal information. A public body should notify the public, using clearly written signs prominently displayed at the perimeter of surveillance areas so the public has sufficient warning that video or audio surveillance is or may be in operation before entering any area under surveillance. The notification must state: the purpose for the collection, the legal authority for the collection, and the title, business address and business telephone number of an employee of the public body who can answer the individual's questions about the collection.
- (e) Only authorized persons should have access to the system's controls and to its reception equipment (such as video monitors or audio playback speakers). Public bodies should have policies in place to ensure that authorized persons only access personal information from a surveillance system for authorized purposes.
- (f) Recording equipment should be in a controlled access area. Video monitors should not be located in a position that enables public viewing. Only authorized employees should have access.

3. Guidelines regarding surveillance records

Section 30 of FIPPA requires that a public body protect personal information in its custody or under its control by making reasonable security arrangements against such risks as unauthorized collection, access, use, disclosure or disposal. If the surveillance system creates a record, a public body should implement the following security policies and procedures:

3.1 Access

- (a) Only authorized individuals who require the information in order to do their jobs should have access to the surveillance system or the records it creates. All authorized personnel should be fully aware of the purposes of the system and fully trained in rules protecting privacy.
- (b) Access to storage devices should be possible only by authorized personnel. Logs should be kept of all instances of access to, and use of, recorded material.
- (c) An individual who is the subject of surveillance has a right to request access to his or her recorded personal information under s. 5 of FIPPA. Normally, FIPPA requires public bodies to withhold personal information about other individuals. This may mean that a public body must blur or otherwise obfuscate the identity of other individuals on a video or audio recording before disclosing personal information about an individual. Public body policies and procedures should be designed to accommodate this right to seek access.

3.2 Disclosure for law enforcement purposes

- (a) If a public body is disclosing records containing personal information for law enforcement purposes, it should complete an information release form first. The form should indicate who took the storage device containing the information, under what authority, when this occurred, and if it will be returned or destroyed after use.

3.3 Secure retention and disposal

- (a) A public body must securely store, or retain, all personal information in its custody or under its control, including audio and video recordings. This includes the following measures:
 - i. All electronic storage devices should be encrypted.

- ii. All electronic storage devices that are not in use should be stored securely in a locked receptacle located in a controlled access area. All storage devices that have been used should be numbered and dated.
 - iii. Recorded information should be erased according to a standard retention and disposal schedule. The OIPC considers retention periods of not more than 30 days to be preferable, although circumstances may necessitate different retention periods.
 - iv. If the recorded information reveals an incident that contains personal information about an individual, and the public body uses this information to make a decision that directly affects the individual, s. 31 of FIPPA requires that specific recorded information be retained for one year after the decision is made.
- (b) A public body must securely dispose of old storage devices and records.

4. Audit procedures

As part of the requirement to secure personal information, public bodies should ensure employers and contractors are aware of, and implement, the following audit procedures:

- (a) All surveillance equipment operators must be aware that their operations are subject to audit and that they may be called upon to justify their surveillance interest in any given individual.
- (b) A public body should appoint a review officer to audit the use and security of surveillance equipment, including monitors and storage devices. The reviews should be done periodically at irregular intervals. The results of each review should be documented in detail and any concerns should be addressed promptly and effectively.

5. Creating surveillance system policies

- (a) If a public body makes a decision to use a video or audio surveillance system, it should do so in accordance with a comprehensive policy that ensures compliance with FIPPA. Such a policy is one part of an overall privacy management program. Some of the key privacy issues that public bodies should address through policies include:
 - i. Authority for collection, use and disclosure of personal information;
 - ii. Requirements for notification.
 - iii. Individual access to personal information.

- iv. Retention and disposal of information.
 - v. Responsible use of information and information technology, including administrative, physical and technological security controls and appropriate access controls.
 - vi. A process for handling privacy related complaints.
- (b) The public body should designate one (preferably senior) person to be in charge of the system as well as the public body's privacy obligations under FIPPA and its policies. Any power for that person to delegate his or her role should be limited, and should include only other senior staff.
 - (c) Employees and contractors should be required to review and apply the policies in performing their duties and functions related to operation of the surveillance system. Employees should be subject to discipline if they breach the policies or the relevant FIPPA provisions. Where contractors are used, failure to comply with the policies, or FIPPA's provisions should be a breach of contract leading to penalties up to and including contract termination. Employees and contractors (and contractor employees) should sign written agreements as to their duties under the policies.
 - (d) Public bodies should incorporate policies into personnel training and orientation programs and should require contractors to do the same with their employees. Policies should be regularly reviewed and updated as needed, ideally at least once every two years. Public body and contractor personnel should receive privacy awareness training at least annually. Public bodies should be able to demonstrate how and when they trained their staff.

For more information on public sector privacy management, see the OIPC's guidance document: *Accountable Privacy Management in BC's Public Sector*.¹

6. On-going evaluation

The effectiveness of a video or audio surveillance system should be regularly evaluated by independent evaluators. Some considerations for evaluation include:

- (a) Taking special note of the initial reasons for undertaking surveillance and determine whether video surveillance has in fact addressed the problems identified.
- (b) Reviewing whether a video or audio surveillance system should be terminated, either because the problem that justified its use in the first place is

¹ <http://www.oipc.bc.ca/guidance-documents/1545>

no longer significant, or because the surveillance has proven ineffective in addressing the problem.

- (c) Taking account of the views of different groups in the community (or different communities) affected by the surveillance. Results of evaluations should be made publicly available.

CONCLUSION

Video and audio surveillance systems are inherently privacy invasive. In order for a public body to use surveillance, it must first establish that FIPPA authorizes the use. Even if surveillance is authorized, a public body should determine whether there are other, less privacy invasive options. This document is intended to assist public bodies in assessing whether video or audio surveillance is an appropriate solution to their identified problem and, if it is, to help them design and implement surveillance in accordance with FIPPA and best practices.

If you have any questions about these guidelines, please contact:

Office of the Information and Privacy Commissioner for BC

Tel: (250) 387-5629

In Vancouver: (604) 660-2421; Elsewhere in BC: 1-800-663-7867

Email: info@oipc.bc.ca

For more information regarding the OIPC, please visit www.oipc.bc.ca.

NOTE: These guidelines do not constitute a decision or finding by the OIPC respecting any matter within the jurisdiction of the Information and Privacy Commissioner under the Act. These guidelines do not affect the powers, duties or functions of the Information and Privacy Commissioner respecting any complaint, investigation or other matter under or connected with the Act and the matters addressed in this document.



OFFICE OF THE
INFORMATION &
PRIVACY COMMISSIONER
for British Columbia

Protecting privacy. Promoting transparency.

Office of the Information and Privacy Commissioner for British Columbia

PO Box 9038, Stn. Prov. Govt. Victoria, BC V8W 9A4 | Telephone: 250.387.5629 | Toll free in B.C.: 1.800.663.7867
E-mail: info@oipc.bc.ca | www.oipc.bc.ca | Twitter: @BCInfoPrivacy

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Attachment 2: Cost Estimates of Options 2 and 3**Option 2 (Hybrid System)****Capital Costs (One Time):**

Initial purchase cost CCTV system	\$	1,500,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	89,360
Total Initial Capital Cost	\$	1,709,710

Annual Operating Costs:

Annual licensing costs	\$	13,404
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
Total Operating Costs	\$	77,715
Estimated Revenue	\$	47,314
Total Tax Base Funded Cost Option 2	\$	30,201

Option 3 (Full CCTV System)**Capital Costs (One Time):**

Initial purchase cost CCTV system	\$	2,013,750
Office construction and set up	\$	62,900
Central servers	\$	56,000
Software and licensing costs	\$	52,592
Total Initial Capital Cost	\$	2,185,242

Annual Operating Costs:

Annual licensing costs	\$	7,889
One full time CCTV Video Clerk	\$	58,786
Cell phone and data plan costs	\$	600
Overtime costs	\$	4,725
Total Operating Costs	\$	72,000
Estimated Revenue	\$	72,000
Total Tax Base Funded Cost Option 3	\$	0



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** February 14, 2020
From: Cecilia Achiam **File:** 09-5350-01/2019-Vol
 General Manager, Community Safety 01
Re: **Traffic Intersection Cameras Implementation Planning**

Staff Recommendation

1. That the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10160, which adds a service fee for video footage requests, be introduced and given first, second and third reading;
2. That the Consolidated 5 Year Financial Plan (2020-2024) be amended to include the operating budget impact of implementing the Traffic Intersection Cameras system of \$100,000 funded by an estimated \$50,000 revenue from traffic video requests and a reallocation of resources from the Community Safety Division; and
3. That staff develop a communication plan to inform the public of the implementation of the *Traffic Intersection* Cameras system and how to request video footage.

Cecilia Achiam
 General Manager, Community Safety
 (604-276-4122)
 Att. 7

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
City Clerk	<input checked="" type="checkbox"/>
Finance Department	<input checked="" type="checkbox"/>
Information Technology	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
Roads & Construction	<input checked="" type="checkbox"/>
RCMP	<input checked="" type="checkbox"/>
Communication	<input checked="" type="checkbox"/>
SENIOR STAFF REPORT REVIEW	INITIALS:
	CJ
APPROVED BY CAO	

Staff Report

Origin

On December 11, 2017 Council approved \$2,185,242 to fund the Traffic Intersection Cameras project. Moreover, Council approved the following from the staff report titled "Closed Circuit Television (CCTV) for Signalized Intersections in Richmond" from the Officer-in-Charge at a Regular Council meeting on:

- 1) *That the report titled "Closed Circuit Television (CCTV) for Signalized Intersections in Richmond," dated October 31, 2017 from the OIC, Richmond RCMP, be received for information;*
- 2) *That the CCTV request at a capital cost of \$2,185,242 (Option 3) be submitted to the 2018 Capital budget process for Council consideration;*
- 3) *That the CCTV for Signalized Intersections Project be approved to seek additional funding from the Federal/ Provincial Investing in Canada Program and other appropriate senior government funding programs;*
- 4) *That if the senior government funding submission is approved, the Chief Administrative Officer and the General Manager, Community Safety be authorized to execute the agreement on behalf of the City of Richmond with the Government of Canada and/or the Province of British Columbia;*
- 5) *That if the funding application is successful, the grant received be used to replenish the City's funding source and the 2018-2022 Five Year Financial Plan Bylaw will be adjusted accordingly;*
- 6) *That Richmond MPs and MLAs be advised of the City's senior government submission;*
- 7) *That, if the funding request for a Closed Circuit Television (CCTV) For Signalized Intersections in Richmond is approved as part of the budget, staff be directed to seek approval of the proposed system from the Office of the Information and Privacy Commissioner and to recommend a fee structure for processing requests; and*
- 8) *That staff review the matter in 12 months to ensure that storage space is adequate.*

At the Community Safety Committee held on December 10, 2019, staff received the following referral:

That staff provide information on the expected timeline of the Closed Circuit Television (CCTV) program launch and what resources are needed to expedite the project, and report back.

The purpose of this report is to provide a status update on the Traffic Intersection Cameras project and respond to the referral from December 10, 2019.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

Analysis

Office of the Information Privacy Commissioner (OIPC) Review Outcome

After the funding for the Traffic Intersection Cameras project was approved in the 2018 budget cycle, staff submitted a Privacy Impact Assessment to the Office of the Information and Privacy Commissioner (OIPC) for British Columbia, as directed by Council. After a lengthy review process and several amendments to the Privacy Impact Act submission to address the OIPC's comments, the OIPC indicated that it was satisfied with the City's submission and made specific recommendations intended to avoid conflict with the obligations under the Freedom of Information and Protection of Privacy Act (FIPPA) as well as prior rulings by the Privacy Commissioner. The OIPC's recommendations were that:

1. the Traffic Intersection Cameras project's primary purpose is traffic management/safety and must be managed by the City rather than the RCMP as the OIPC does not support using Traffic Intersection Cameras by law enforcement agencies for the purpose of generic surveillance;
2. the resolution setting of the cameras should not capture personal information such as license plates or individuals' faces;
3. the live stream data collected from the Traffic Intersection Cameras video footage should not be enhanced at a later date to detect license plates or individuals' faces; and
4. the City incorporate additional visible signage at major entry points to the city so that all road users are aware of the Traffic Intersection Cameras system.

Implementation of the Traffic Intersection Cameras Project

There are several key components to implement the Traffic Intersection Cameras project and its on-going operational success as described in this section. A summary of the proposed expedited Traffic Intersection Cameras project implementation schedule is provided in Attachment 1. The separate phases of the implementation are described later in this report.

Intersection Infrastructure and Equipment

There are currently over 180 signalized intersections in Richmond, including Sea Island. While the intersections on Sea Island are on federally owned land and leased to the Vancouver Airport Authority, the signals are managed by the City.

Of the 180 signalized intersections, 75 intersections are already equipped with non-recording traffic detection cameras (Attachment 2) and connected with fibre optic cable (i.e., high speed communications network). Another 35 intersections already have fibre optic cable but require traffic detection cameras. The remaining 70 intersections are connected on a legacy copper wire infrastructure (i.e., low speed communications network) that does not have the bandwidth to allow for reliable video streaming and recording. The City intends to add cameras to these intersections as the fibre optic cable network expands as part of the long term Traffic Video and Communication Program. Only traffic cameras currently connected to the fibre optic network will be included in Phase 1 of the Traffic Intersection Cameras project implementation.

For the purposes of the Traffic Intersection Cameras project, the existing traffic cameras will require modification and repositioning to capture the full view of the intersection. Moreover, additional software and equipment as well as an expansion of the City's data storage infrastructure will be required to record video at existing and future camera intersections.

Data Storage and Management

Video captured from the cameras will be stored for 30 days after which this data will be purged from the storage system. The City will require new server storage capacity to accommodate the anticipated sizeable load from the Traffic Intersection Cameras recorded data. This new storage capacity will be procured and installed during Phases 1 and 2 (Attachment 3) of the project. A software solution will also be developed to allow for timely accessing of stored video data and to fulfill requests for this data from internal and external clients. The full data storage infrastructure will be built as part of Phases 1 and 2 to take advantage of volume pricing and ensure system compatibility.

When the City receives a request for video images within the 30 day time period prior to deletion of the records, staff will process the Traffic Intersection Cameras video request application and ensure that the privacy protection threshold is met before images are released, as recommended by the OIPC.

Operational Management

The OIPC mandated that the primary purpose of the Traffic Intersection Cameras system be for traffic management and road safety. It is anticipated that the current Traffic Intersection Cameras project will have a positive impact on road safety through the ability to utilize large amounts of traffic data to better problem-solve issues related to traffic volume, speed, collisions (vehicular, cycling and pedestrian), red-light running vehicles and other traffic safety related factors. This technology will enable more predictive road safety prevention and enforcement efforts that target high-risk traffic locations. The OIPC was not supportive of Traffic Intersection Cameras being used, primarily, for law enforcement and recommended that it be managed by non-police City staff. It was determined, after careful analysis, that the Traffic Section of the Transportation Department is best suited for the operational management of the Traffic Intersection Cameras project.

A Traffic Signal Systems Technologist (Technologist), in the Transportation Department, will be responsible for retrieving video footage and editing out any ancillary images that are irrelevant to the data request. This editing or obfuscation of data is a key part of the OIPC's recommendations. Should questions arise regarding video data release, the Technologist will draw upon the knowledge of the City Clerk's Office who has subject matter expertise with FIPPA and privacy issues in general.

If approved, this position will be supervised and supported by the other staff within the Transportation Department. Recruitment for the position will commence shortly following the procurement process.

As recommended by the OIPC and to comply with the privacy requirements of FIPPA, the Traffic Intersection Cameras project will require a series of privacy and information security-

related operational protocols. These protocols are currently being developed by staff and will be in place for the implementation of the Traffic Intersection Cameras project.

Communications Plan and Public Access to Traffic Intersection Cameras Data

Staff will develop a comprehensive communications plan to ensure that the public is informed about the project. Key areas covered under the communication plan will include:

- a. Signage: As per the OIPC recommendations, information signs will be installed at all Traffic Intersection Cameras recording intersections and at city entry points to notify road users of Traffic Intersection Cameras. Attachment 4 illustrates examples of Traffic Intersection Cameras notification signage and notification requirements.
- b. How the public can request access to video footage, including information on the associated fee: The communication tools used to build awareness and education include the City's website, social media channels and mainstream media (e.g., newspapers). An online request form is currently under development (Attachment 5 shows an example).

It is anticipated that individuals from the public or business organizations will be able to submit an online request for video footage.

Bylaw Amendment

An amendment to the Consolidated Fees Bylaw No. 8636 is required to add a service fee for video footage requests. The proposed cost-recovery minimum fee of \$375 plus taxes. In the case of large data requests that require multiple hours of work, there will be an additional charge of \$60 per hour.

Expediting the Traffic Intersection Cameras Project

Negotiations with the Vancouver Airport Authority are underway for the right to capture and utilize images at intersections on Sea Island in accordance with the guidelines set out by OIPC. The inclusion of Sea Island would expand the Traffic Intersection Cameras coverage to a key geographical area which is currently being supported by City first responders as well as the Transportation Department. Ideally, Sea Island would be included in Phase 1 of the project. However, if negotiations are delayed, these locations could be addressed in Phase 2 or 3 of the plan.

In order to expedite the Traffic Intersection Cameras project, as directed by Council, staff have reviewed opportunities to compress the anticipated time required to execute the procurement and equipment installation. This could involve deploying multiple equipment installation teams as opposed to the current practice of utilizing one team. In addition, staff resources from other areas within the Community Safety Division and Transportation Department could be redeployed to expedite the development of the policies and processes to meet OIPC recommendations for Traffic Intersection Cameras video footage requests while carrying out the procurement and hiring process.

Compressed Project Implementation Timeline

This project has commenced and is anticipated to be implemented in three phases. The goal of the project is to have Traffic Intersection Cameras, with 30 days of video storage capacity supported by fibre optic cable, at all 180 signalized intersections in the City and other key strategic locations. Phase 1 of this project includes an achievement of 75 signalized intersections with Traffic Intersection Cameras connected to a centralized video data storage. Phase 2 will add 35 additional intersections for a total of 110 intersections. Phases 1 and 2 are underway concurrently and are anticipated to be completed by the fourth quarter of 2020. Phase 3 will continue until the remaining 70 intersection locations are integrated into the Traffic Intersection Cameras project. It is anticipated that the completion of Phase 3 will take multiple years with the gradual build-out of the City's fibre optic network.

Phase 1: Building data storage for the entire system, activating existing intersections with fibre optic cable and developing a communications plan (Target Completion Q3 2020)

Phase 1 includes purchasing and building server and data storage equipment/software for the full Traffic Intersection Cameras system (i.e. for the existing 180 signalized intersections and future capacity). The City is leveraging its existing traffic infrastructure by focusing on 75 existing intersections which already have fibre optic cable and cameras installed. Concurrently, the City will be going through the procurement process for additional equipment and software to allow these cameras to record. Systems testing will be conducted in Phase 2. The video footage will not be available for public requests at this time.

Negotiations with the federal government and Vancouver Airport Authority will occur concurrently during the implementation of Phase 1. Installing Traffic Intersection Cameras at the intersections on Sea Island will be implemented when an agreement is reached.

Staff will work with Corporate Communications in Phase 1 to develop and begin implementing a comprehensive communications plan, as per the direction of the OIPC, to ensure the public is informed of Traffic Intersection Cameras locations, their rights and how to apply for Traffic Intersection Cameras video footage.

Phase 2: Procuring and installing cameras for the remaining intersections with the City's existing fibre optic network plus implementing a public communications plan and notifying the public (Target Completion Q4 2020)

Phase 2 is anticipated to take place in the fourth quarter of 2020. This phase will involve the procurement of equipment and software for intersections currently without cameras but are connected to the City's existing fibre optic network. This phase will also involve installing and testing all camera and data storage equipment and software. Attachment 6 illustrates the majority of intersections where traffic collisions are historically concentrated and will have Traffic Intersection Cameras coverage at the completion of Phase 2.

Negotiations with the Federal government and Vancouver Airport Authority will continue for the intersections on Sea Island with Traffic Intersection Cameras and will be added to the system when an agreement is reached.

The completion of the City website is targeted for Phase 2 and will include information and maps to inform the public of which intersections are being recorded and how to request access to this video footage. Notification signage will be installed, as directed by the OIPC, to inform the public of the Traffic Intersection Cameras and to ensure compliance with FIPPA regulations. The Technologist will be hired and trained to administer the Traffic Intersection Cameras program. Processing of video requests from internal and external clients will commence during this phase.

Phase 3 Completion of installation of cameras at remaining intersections with new fibre optic cable (Target Start Q4 2020)

Phase 3 (Attachment 7) is anticipated to begin in the fourth quarter of 2020 and proceed for multiple years. As part of the existing Transportation and IT infrastructure expansion program, new camera and fibre optic cable enabled intersections will be completed gradually with the expansion of the fibre optic cable network.

Implementation Costs and Revenue

The cost of Phases 1 and 2 are anticipated to remain within the original Traffic Intersection Cameras project budget of \$2,185,242, as approved by Council in 2018. Based on the experience of neighbouring municipalities with Traffic Intersection Cameras programs (e.g., Surrey and Vancouver), the revenue from public requests for video footage is anticipated to be approximately \$50,000 annually. Until the Traffic Intersection Cameras program has reached a stable revenue level to cover the Operating Budget Impact (OBI) shortfall, the variance will be funded from the Community Safety Operating Budget as community safety is a key objective of this program. Revenue from the Traffic Intersection Cameras project will be coded to the Community Safety Division.

Council approved project funding of \$2,185,242, covers the full anticipated cost of the procurement and installation of camera, storage and infrastructure equipment for Phase 1 and Phase 2. The cost of expanding intersection cameras into new areas, when fibre optic cables are available as described for Phase 3, is anticipated to be funded from the Transportation Department's annual Traffic Video and Communications Program (approximately \$400,000/year), subject to Council approval as part of the annual capital budget process. If unforeseen capital expenses are discovered during and/or after the Traffic Intersection Cameras project has been approved, they will be subject to the annual capital budget process.

Financial Impact

It is anticipated that there will be an OBI of approximately \$100,000 for Phase 1 and 2 costs including camera maintenance, software and data storage. This cost will be offset in part by revenue from the Traffic Intersection Cameras project at full implementation. Given the phased roll-out of the project, it will take some time (approximately two years) to achieve full revenue. Any variance will be funded through the Community Safety Division. The proposed Traffic Signal Systems Technologist position will be funded through a reallocation of resources from the Community Safety Division to the Transportation Department. The Consolidated 5 Year Financial Plan (2020-2024) will be amended accordingly, as per budget policy.

A preliminary estimate for the OBI for Phase 3 is \$62,000 but may change as this implementation will occur gradually with the expansion of the fibre optic cable network.

The Phase 3 OBI will also be funded by future revenues and offset by the Community Safety Division until such time as the project is cost neutral.

Conclusion

The multi-phase implementation of the Traffic Intersection Cameras project outlined in this report presents an opportunity to achieve traffic, first responder and emergency preparedness project goals while at the same time advancing the City's traffic management control system in an effective and efficient manner. As directed by Council, the Traffic Intersection Cameras project will adhere to the guidelines established by the OIPC to ensure the privacy of the public.



Mark Corrado
Manager, Community Safety Policy and Programs
(604-204-8673)



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

MC:mc

- Att. 1: Table 1: Summary of the Proposed Expedited Traffic Intersection Cameras Project Implementation Schedule
- 2: Phase 1- 75 Signalized Intersections with Fibre Optic Cable and Data Storage
 - 3: Phase 2 - 35 Additional Cameras (Not on Fibre Optic Network) with Data Storage for a Total of 110 Intersections
 - 4: Sample Signage and Privacy Notice Requirements
 - 5: Sample Online Request Form
 - 6: Historical Density of Traffic Collisions (2007-2017)
 - 7: Phase 3 - All 180 Signalized Intersections on Fibre Optic Network and with Data Storage

Table 1: Summary of the Proposed Expedited Traffic Intersection Cameras Project Implementation Schedule

Phase	Description	Status/Anticipated Completion Time
Phase 1- Building data storage for the entire system, activating existing intersections with fibre optic cable and developing a communications plan	<ul style="list-style-type: none"> • Network storage, software and equipment procurement process • Installation of network storage for the full system built out • Installation and activation of 75 existing intersections connected to fibre optic network • Systems testing • Negotiations with the federal government as well as Vancouver Airport Authority (VAA) for the right to capture and utilize the image at intersections on Sea Island • Work with Corporate Communications to develop a comprehensive communications plan to ensure the public is informed of the purpose of the Traffic Intersection Cameras project as per direction of the OIPC 	<p>Initiated/Q1 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q3 2020 Initiated/unknown</p> <p>Not started/Q2 2020</p>
Phase 2 - Procuring and installing cameras for the remaining intersections with the City's existing fibre optic network plus implementing a public communications plan and notifying the public	<ul style="list-style-type: none"> • Equipment procurement process • Camera and software installation at intersections currently with no cameras but are connected to the existing City fibre optic network • Installation and testing of equipment and software • Development of OIPC recommended privacy and information security related operational protocols • Continue negotiations with the federal government and VAA to reach an agreement • Recruitment of the Traffic Signal Systems Technologist (Technologist) • Develop material for the City's website to support the Traffic Intersection Cameras program (application, maps and submission information, Freedom of Information (FOI) regulations, etc.) • Development an online public video request system • Training of Technologist • Processing requests from internal and external clients for Traffic Intersection Cameras video footage 	<p>Not started/ Q4 2020 Not started/ Q4 2020</p> <p>Not started/ Q4 2020 Initiated</p> <p>Initiated</p> <p>Not started/Q2 2020</p> <p>Not started/Q2 2020</p> <p>Not started/Q3 2020 Not started/Q4 2020 depending on successful recruitment Not started/Starting Q4 2020 and on-going until completion</p>
Phase 3 - Completion of installation of cameras at remaining intersections with new fibre optic cable	<ul style="list-style-type: none"> • Gradual installation of additional Traffic Intersection Cameras network in step with the build out of the City's fibre optic network 	Not started/Starting Q4 2020 and on-going until completion

Phase 1: 75 Signalized Intersections with Fibre Optic Cable and Data Storage



**Phase 2: 35 Additional Cameras (Not on Fibre Optic Network)
with Data Storage for a Total of 110 Intersections**



Signage Examples and Privacy Notification Requirement

Sample Notification

"The City of Richmond's Traffic Intersection Cameras system is authorized to collect personal information under the authority of section 26 of the *Freedom of Information and Protection of Privacy Act*. Personal Information is collected for the purpose of, traffic management and planning, law enforcement and public safety. For questions regarding the collection of personal information, please contact the [title of manager], [department name] at [phone number] or {address of city hall}."

Signage Examples



Privacy Notice Requirements:

Privacy notice requirements in *FIPPA* regulations require that signage be placed in a conspicuous place that includes the following information:

- Notify the area/intersection/block is under video surveillance upon entry.
- What authority the City of Richmond has to collect the data (s.26 of *FIPPA*).
- The manager responsible for the collection of the data.
- The address or contact information of the manager or senior person responsible for the collection of the data.

Notification signage will be periodically audited to ensure notifications remain at all required sites. It is further recommended that the City make information publicly available to citizens on the purpose and benefits of the Traffic Intersection Cameras program, as they do with other services under the "Public Safety" tab on their website.

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Sample Online Request Form

Event Location

Event Date

Event Time

Preview *Optional*

You may zoom in on the map, select a camera and view recent still images from our camera.

Location and Event Summary

Location, Date and Time

Location of Event

Event Date

Event Time

Event Information

Requested By

Individual

RCMP, Police, ICRC, SII

RCMP

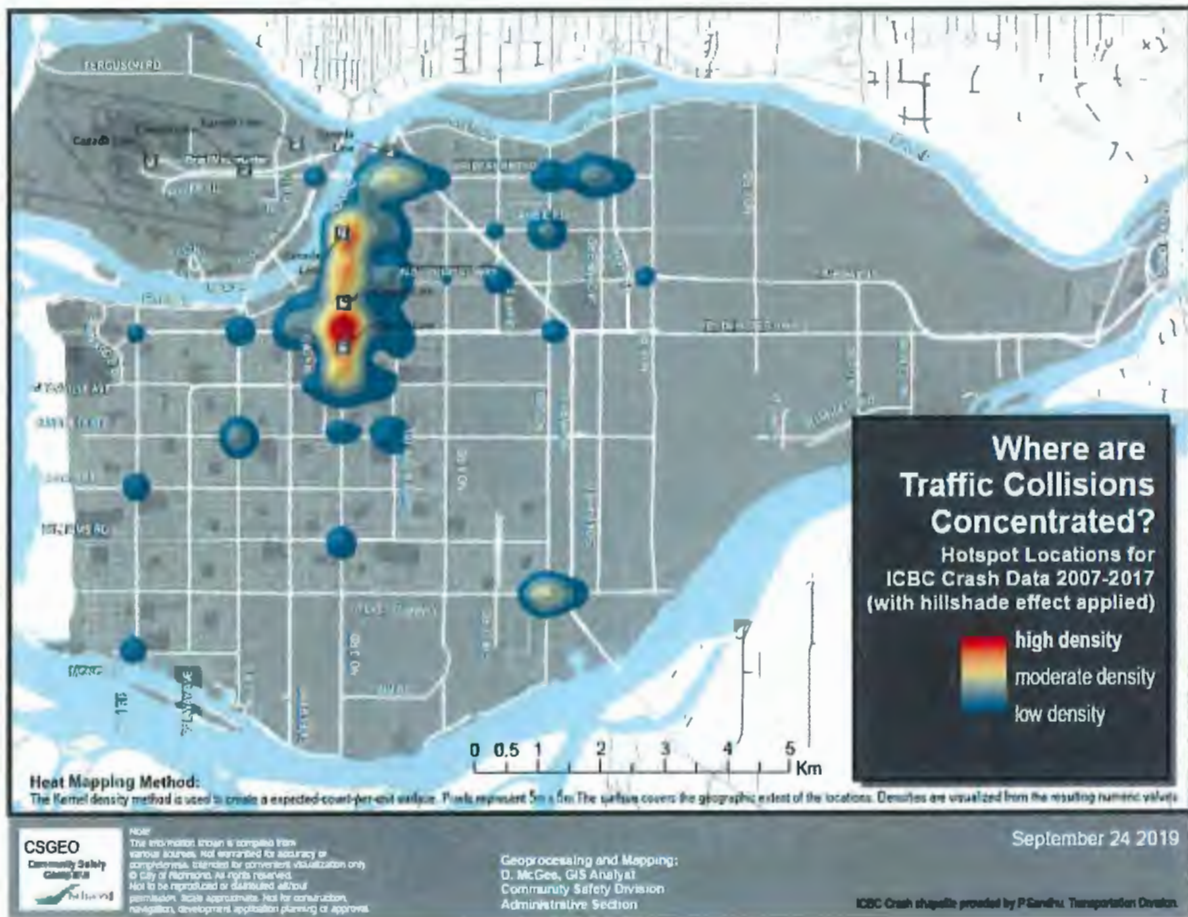
ICRC, Adjutant

Event Description

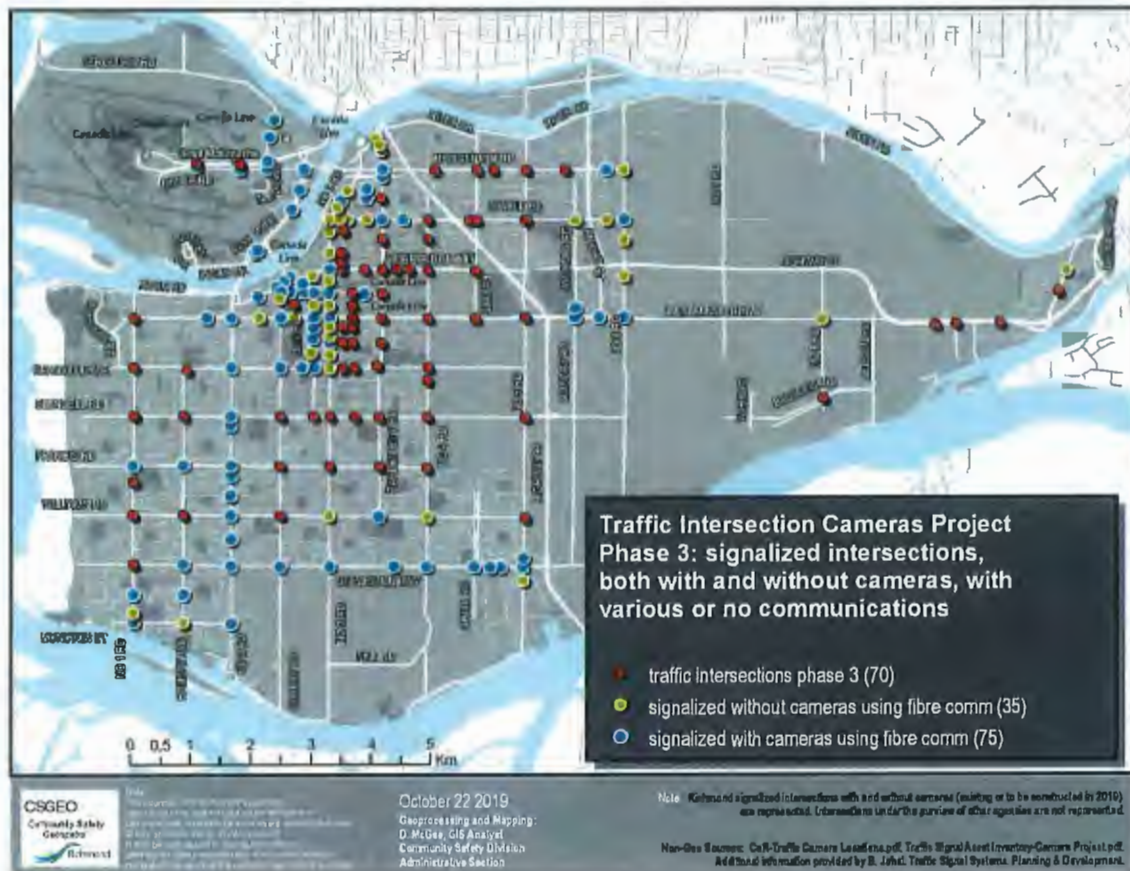
Upload a Document- *Optional*

You may include supporting documents such as an Affidavit, Statutory Release form, Vehicle and/or other photos.

Historical Density of Traffic Collisions (2007-2017)



Phase 3: All 180 Signalized Intersections on Fibre Optic Network and with Data Storage





City of Richmond

Bylaw 10160

Consolidated Fees Bylaw No. 8636 Amendment Bylaw No. 10160

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding the following fee to SCHEDULE – PUBLICATION FEES in alphabetical order:

Description	Fee
<u>Traffic Camera Video Recording Search Fee</u>	
Per Site (minimum charge)	\$375.00
Per hour additional for large requests	\$60.00

2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10160.**”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>M.C.</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

MAYOR

CORPORATE OFFICER



City of
Richmond

Minutes

General Purposes Committee

Date: Monday, March 16, 2020

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:01 p.m.

AGENDA ADDITIONS

It was moved and seconded

That Potential Closure of Facilities be added to the agenda as Item No. A and Amendments to Council Procedure Bylaw No. 7560 be added to the agenda as Item No. B.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on March 2, 2020, be adopted as circulated.

CARRIED

General Purposes Committee
Monday, March 16, 2020

A. POTENTIAL CLOSURE OF FACILITIES

(File Ref. No.)

Staff noted that (i) the Medical Health Officer has advised that there is no imperative to close recreational and community facilities, (ii) other municipalities are closing their recreational and community facilities, (iii) due to low participation it is recommended that the City of Richmond also close recreational and community facilities with the exception of some essential services, and (iv) community partners have been informed and discussions regarding implications will be addressed.

In reply to queries from Committee, staff advised that (i) some municipalities have closed facilities entirely and some have made exceptions, (ii) a number of actions are being taken to minimize transmission such as encouraging people to stay home when not well and providing a full refund for withdrawal from programs, (iii) the operational process regarding the home delivery of library books will be discussed with the Seniors Society, (iv) the library is reassigning staff to ensure materials are clean and delivered in a safe manner, (v) single entrance points for facilities that continue to offer essential programs will be established and staff will be on site to monitor the facilities, (vi) the spring break camps provide child care for many families, (vii) decreasing the number of programs reduces the number of people in the facilities, (viii) parks and trails will remain open, as well as the outdoor washrooms, (ix) the parks department will continue to monitor and work to ensure cleanliness of parks, trails and outdoor washrooms, (x) it is prudent to wait for direction from the Province with regard to closure of child care facilities, (xi) conditions can be set for spring break camps and will be monitored closely, (xii) number of agencies within the City are responsible for support of isolated people, but information sharing between the City and the agencies can be coordinated, (xiii) services that can be delivered online are being examined, (xiv) service providers and shelters are being contacted to ensure services are in place for the homeless and vulnerable population, and (xv) should the Richmond School District be closed after Spring Break, direction from Council with regard to next steps would be required.

It was moved and seconded

(1) *That programs and services at all community facilities be closed by the end of the day including, community centres, libraries, the Richmond Olympic Oval, swimming pools, arenas, arts facilities and heritage buildings until further notice with the exception of the following:*

(a) *Childcare programs;*

(b) *Week-long camp programs such as spring break camps;*

2.

General Purposes Committee
Monday, March 16, 2020

- (c) Food service at the Minoru Seniors Centre (only available as pick-up or delivery); and*
- (d) Home delivery of library materials to isolated seniors.*
- (2) That the Chief Administrative Office and the General Manager, Community Services be authorized to enact a further or full closure of any community facilities when circumstances warrant doing so or as directed by Provincial or local health authorities, and provide notice to Council.**

The question on the motion was not called as discussion took place on communicating social service programs to the community and ensuring it is available in various languages. Staff advised that social service programs can be contacted with regard to connecting with the vulnerable and homeless population and information can be provided to Council.

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

**B. AMENDMENTS TO THE COUNCIL PROCEDURE BYLAW –
ELECTRONIC MEETINGS AND PARTICIPATION BY MEMBERS**
(File Ref. No.)

Staff reviewed the report and noted that (i) proposed amendments to the Council Procedure Bylaw would allow for Council members to attend Regular Council meetings via electronic means during emergency circumstances, (ii) advertising would take place in the Richmond News and the Globe and Mail, and (iii) Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10165 could be brought forward for adoption at the Monday, March 23, 2020 Regular Council meeting.

In reply to queries from Committee, staff noted that should Committee meetings be cancelled, all items going to Committee meetings can go directly to Council during extraordinary times.

Discussion took place on conducting Committee meetings via electronic means and direction was provided to staff to include the provision for Standing Committee members to attend Standing Committee meetings electronically in the amendment to Council Procedure Bylaw No. 7560 and report back to a Special General Purposes Committee on March 23, 2020.

Discussion further took place on ensuring Regular Council meetings take place in the Council Chambers to ensure live streaming is available.

It was moved and seconded

That Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10165, which introduces amendments relating to Electronic Meetings, be introduced and given first, second and third readings.

CARRIED

3.

General Purposes Committee
Monday, March 16, 2020

COMMUNITY SAFETY DIVISION

1. SISTER CITY ADVISORY COMMITTEE 2019 YEAR IN REVIEW

(File Ref. No. 01-0100-30-SCIT1-01) (REDMS No. 6410754)

It was moved and seconded

That the staff report titled "Sister City Advisory Committee 2019 Year in Review", dated February 14, 2020, from the General Manager, Community Safety, be received for information.

The question on the motion was not called as in reply to a query from Committee, staff advised that the Sister City Advisory Committee can examine friendship city options with Europe and Africa.

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

2. TRAFFIC INTERSECTION CAMERAS IMPLEMENTATION PLANNING

(File Ref. No. 09-5350-01) (REDMS No. 6329429)

In reply to queries from Committee, staff noted that (i) the City of Vancouver's Closed Circuit Television Cameras do not have recording capability, (ii) the Office of the Information and Privacy Commissioner has noted contingencies that must be adhered to, (iii) the RCMP would have access to the footage at no cost; however, there is a charge for the public, (iv) the RCMP can use the footage for incidents or emergency events, (v) the cameras are not intended for active surveillance and obscures licence plates and faces, (vi) the cameras used by the Province are activated when an individual is violating a provincial statute, and the City's cameras would be active 24/7, (vii) from a traffic perspective the cameras can be used to gather information on how many people run a red light, traffic counts for cyclists, pedestrians and cars, and (viii) the cameras will show real-time responses to traffic management changes.

It was moved and seconded

(1) That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10160, which adds a service fee for video footage requests, be introduced and given first, second and third reading;

General Purposes Committee
Monday, March 16, 2020

- (2) *That the Consolidated 5 Year Financial Plan (2020-2024) be amended to include the operating budget impact of implementing the Traffic Intersection Cameras system of \$100,000 funded by an estimate of \$50,000 from revenue and a reallocation of resources from the Community Safety Division; and*
- (3) *That staff develop a communication plan to inform the public of the implementation of the Traffic Intersection Cameras system and how to request video footage.*

CARRIED

PLANNING AND DEVELOPMENT DIVISION

- 3. **2019 REPORT FROM THE CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**

(File Ref. No. 01-0153-04-01) (REDMS No. 6400934 v. 2)

It was moved and seconded

That the staff report titled "2019 Report from the City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)", dated March 2, 2020 from the Director, Policy Planning, be received for information.

The question on the motion was not called as in reply to queries from Committee, staff advised that (i) discussions with YVR staff indicate that the north runway is only for arrivals and closed at night, (ii) Nav Canada is examining efficient utilization of both runways, and (iii) opportunities for input is regularly available and every opportunity to express the City's concerns is utilized.

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

COMMUNITY SERVICES DIVISION

- 4. **RICK HANSEN FOUNDATION ACCESSIBILITY CERTIFICATION PROGRAM UPDATE**

(File Ref. No. 07-3000-01) (REDMS No. 6343476 v. 21)

It was moved and seconded

That the staff report titled "Rick Hansen Foundation Accessibility Certification Program Update," dated February 13, 2020, from the Director, Community Social Development and Director, Facilities and Project Development, be received for information.

CARRIED

5.

General Purposes Committee
Monday, March 16, 2020

5. **CITIES #WITHREFUGEES CAMPAIGN**
(File Ref. No. 07-3300-01) (REDMS No. 6389787 v. 4)

It was moved and seconded

That City Council demonstrate its commitment to promoting inclusion and supporting refugees by signing the United Nations High Commissioner for Refugees (UNHCR) Cities #WithRefugees pledge, as outlined in the staff report titled "Cities #WithRefugees Campaign", dated February 19, 2020 from the Director, Community Social Development.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:09 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, March 16, 2020.

Mayor Malcolm D. Brodie
Chair

Sarah Goddard
Legislative Services Coordinator



City of
Richmond

Malcolm D. Brodie
Mayor

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

June 7, 2021

Hon. Mike Farnworth
Minister of Public Safety and Solicitor General
Room 128 Parliament Buildings
Victoria, BC V8V 1X4

Dear Minister,

Re: Gang Activity in the Lower Mainland

This is to advise that Richmond City Council at its Closed Council meeting held on May 25, 2021, considered the above matter and adopted the following resolution:

That a letter be written to the Province requesting support and funding to address the increase in gang activity and organized crime in Richmond.

On May 9, 2021, an unprecedented act of brazen gang violence took place within the City of Richmond when a gang-member was murdered on Mother's Day at the Vancouver International Airport. Escaping suspects also shot and almost struck pursuing police officers. This incident was the culmination of months of gang violence throughout the Lower Mainland and years of proliferation of money laundering, drug trafficking, and organized crime.

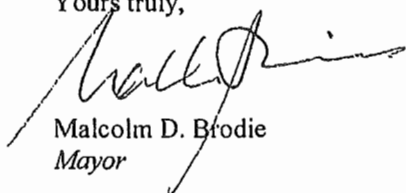
In your April 03, 2019 correspondence to the City, you highlighted the shared responsibility between the Federal and Provincial governments to combat organized crime. Moreover, you referenced the Federal government's commitment of \$100 million in their then recent budget. However, it remains unclear what additional funding and police resources the Provincial government has committed to organized crime efforts in Richmond and throughout the Province since 2019.

The two integrated police agencies who have the primary mandate for investigating gang related homicides and activities are the Combined Forces Special Enforcement Unit (CFSEU) and the Integrated Homicide Investigation Team (IHIT). IHIT has not had a police officer increase in over 10 years and there are serious concerns that its existing complement of police officers are experiencing "burn-out" from the recent surge in homicide investigations. At same time, the Integrated Forensic Identification Service (IFIS) has equally borne the brunt of these complex investigations. It remains unclear if CFSEU has seen an increase in Provincial police officer funding as this data has not been made available.

The former BC Director of Police Services, in her testimony on BC Police Act reform, highlighted that there "is no federal strategy" to combat organized crime in the Province and that "staff are dispersed among CFSEU in a variety of roles". She suggested, further, that the Organized Crime Agency, a provincially designated policing unit be made the lead agency.¹ In short, the current gang conflagration calls for both an immediate increase in provincial police anti-organized crime resources as well as the Province to reassert its role as the lead agency to combat gang violence.

If you have any questions or require additional information, please do not hesitate to contact Mark Corrado, Manager, Community Safety Policy and Programs, 604-204-8673.

Yours truly,

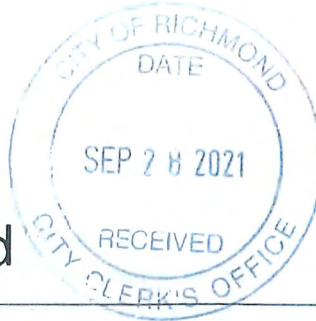


Malcolm D. Brodie
Mayor

¹ <https://www.leg.bc.ca/documents-data/committees-transcripts/20200921am-PoliceActReform-Virtual-n4>



**City of
Richmond**



TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

Memorandum
Community Safety Division

To: Mayor and Councillors **Date:** September 27, 2021
From: Mark Corrado **File:** 09-5355-00/Vol 01
Manager, Community Safety Policy and Programs
Re: **Municipal Use of Video Cameras for Law Enforcement Purposes**

This memorandum provides a brief impact analysis of the municipal use of video cameras for law enforcement purposes within the context of BC as well as nationally and internationally.

Internationally, the use of video cameras in public places by municipalities for law enforcement and community safety purposes has been widespread for decades. Over 80 independent peer reviewed academic studies have shown the effectiveness of CCTV in leading to a range significant to modest crime reduction outcomes (Piza et al., 2019). For the most part, CCTV is viewed as an essential investigative tool when camera footage is of a high-definition and can assist in identifying someone who was involved in a crime (Ashby, 2017). CCTV has proven its effectiveness in broad spectrum of criminal incidents from property crime to violent crime to international acts of terrorism. Even in cases, where video footage is of a lesser quality, it can be used to assist law enforcement. For example, the July 7th bombers were apprehended after an exhaustive search of CCTV cameras throughout London, England (BBC, 2010).

In Canada, since 1981, CCTV has been used in public streetscapes to serve law enforcement in more than 30 municipalities (Hier & Walby, 2011). The first city to pioneer its use was Sudbury, Ontario who established their "Lion Eye in the Sky" CCTV system in 1994 (KPMG, 2000). For decades, CCTV has been critical in combatting crime in Ontario to the extent that the Provincial government recently announced a \$6 million investment, which is open to municipal and First Nation police services. This initiative was designed to target gang and gun violence and more broadly community safety (CTV, 2020).

In British Columbia, the regulation of the use of video and audio surveillance by public bodies falls under the Freedom of Information and Protection of Privacy Act (FIPPA). The Office of the Information and Privacy Commissioner (OIPC) has independent oversight and enforcement powers under FIPPA as well as the Personal Information Protection Act (PIPA).¹ In 2014, the OIPC issued stringent guidelines regarding the public sector use of video surveillance and specifically Section 26(b) of FIPPA under collection of personal information "for the purposes of law enforcement":

Section 26(b) of FIPPA authorizes collection of personal information for the purposes of law enforcement. Schedule 1 of FIPPA defines "law enforcement" as:

¹ <https://www.oipc.bc.ca/about/legislation/>

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policing, including criminal intelligence systems; investigations that lead or could lead to a penalty or sanction being imposed; or proceedings that lead, or could lead, to a penalty or sanction being imposed.

"Policing" is not defined in FIPPA, however in common law the definition of policing involves active monitoring or patrolling in order to deter or intervene in unlawful activities. Information collected for policing purposes must be collected by a public body with a common law or statutory enforcement mandate. For example, it is not sufficient for a public body to claim an interest in reducing crime in order to justify collection for "law enforcement"; the public body must have authority to enforce those laws.

In BC, the OIPC has determined in a number of Orders that an investigation must already be underway at the time the personal information is collected for s. 26(b) to apply. A public body is not authorized to collect personal information about citizens, in the absence of an investigation, on the chance it may be useful in a future investigation. Similarly, in order for a collection to be lawfully authorized as relating to a proceeding, the proceeding must be ongoing at the time of collection. (OIPC, 2014)

The above guidelines effectively prohibit municipalities in most circumstances from utilizing video surveillance for general law enforcement purposes given that only police agencies have such powers to collect personal information for criminal code investigations. However, the OIPC makes an exception for the allowance of video surveillance in only "necessary" cases which it defined below:

"Necessary" in the context of surveillance systems is a high threshold for a public body (i.e. local government) to meet. It is not enough to say that personal information would be nice to have or could be useful in the future. The personal information must also be directly related to a program or activity of the public body.

Nonetheless, the OIPC still prohibits the collection of high-definition video even in "necessary" cases for a public body, for example closed areas such as parking lots and for traffic management intersection cameras, as the amount of personal information collected would exceed that which is necessary for the public body's reason for collection. Examples of cases where video surveillance by local governments for necessary purposes have been permitted by the OIPC include:

- City of Kelowna installed CCTV to monitor parkades for security purposes;
- Cities of Surrey and Richmond who operate low resolution intersection traffic cameras; and
- City of Vancouver has 881 standard definition using a wide angle and only recording when specific projects or events occur.

Lastly, FIPPA provides the OIPC with the authority to investigate a public body's CCTV program and can compel the public body to cease collection of private data, decommission the system and destroy all personal information collected. Examples, of these investigations by the OIPC include:

September 27, 2021

- 3 -

- City of Terrace was warned by the OIPC that it does not have legal authority to install surveillance cameras in gathering places for the purposes of combatting vandalism and mischief;
- City of Vernon was in the process of installing 11 surveillance cameras in 2018 in a park for public safety purposes. It was warned by the OIPC and as a result, the City of Vernon decommissioned the project; and
- City of Vancouver cancelled a project to install several cameras in the Granville Entertainment District in 2018 following public consultation and a letter received from the OIPC.

Recently, municipalities such as Surrey have sought to create registries of private businesses who have CCTV. The purpose of these registries is to allow law enforcement to quickly gather video evidence when a crime has occurred at specific location and not have investigators waste time by canvassing business one-by-one to see if they have cameras.

Per direction from Council, staff will continue to engage in a dialogue with Provincial staff and municipal counterparts regarding privacy related issues and the need for the use of video surveillance for law enforcement purposes.



Mark Corrado
Manager, Community Safety Policy and Programs
(604-204-8673)

pc: SMT
Clay Adams, Director, Corporate Communications
Will Ng, Chief Superintendent, Officer in Charge



City of
Richmond

Malcolm D. Brodie
Mayor

6911 No. 3 Road
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October 7, 2021

Commissioner Michael McEvoy
Office of the Information and Privacy Commissioner for British Columbia
PO Box 9038 Stn. Prov. Govt.
Victoria B.C. V8W 9A4

Dear Commissioner,

Re: Meeting Request Regarding Use of Intersection Cameras in Public Places

This letter is to advise that the Mayor and Richmond City Council (City) are requesting a meeting with the Information and Privacy Commissioner at the earliest moment.

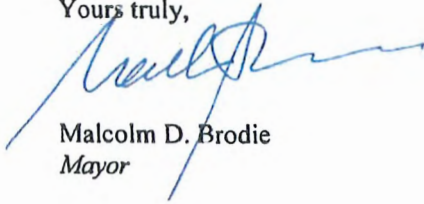
In April 2021, the City began recording non-high definition traffic cameras images at over 110 intersections across the City. This multi-year traffic camera project has had a budget of over \$2 million and has involved a number of staff and infrastructure resources.

In May 2021, the City witnessed a brazen and terrifying act of violence at Vancouver International Airport. This incident involved the assassination of a prominent gang member, bullets spraying through the airport, shots fired at a pursuing police vehicle and the ending of a high-speed vehicle pursuit that put police and the public further at risk. Of note, the suspects fled through a number of intersections where the City had recently installed cameras. On September 10, a similar traffic camera captured an incident involving a suspect vehicle shooting at police during a traffic stop. In both cases, the traffic cameras, which recorded these events, were of insufficient resolution to identify the suspects involved. Only low resolution images can be used with these cameras. How can we compromise the safety of the public in this way, particularly when any privately owned dash cam or personal tablet would record the incident in a form useful to law enforcement?

The City has engaged in dialogue with the Province and in particular the Minister of Public Safety and Solicitor General regarding the need for municipal use of high definition images from intersection cameras to serve law enforcement purposes. At a September 10 meeting, the Minister agreed that the City and his Ministry should continue to explore this issue. The City is also engaged in advocating for legislative reform of the BC Police Act and other legislation that affects public safety and privacy.

The City seeks a meeting with the Commissioner to discuss this difficult and important matter.
Please contact me at my office at 604-276-4123 to arrange a mutually convenient time to meet.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Malcolm D. Brodie', is written over a light gray rectangular background.

Malcolm D. Brodie
Mayor



November 30, 2021

OIPC File: F21-87949

Delivered by email: mayorea@richmond.ca

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

Dear Mayor Brodie:

**Re: Policy or Issue Consultation – Intersection cameras and law enforcement
(OIPC File F21-87949)**

This letter follows up on our virtual meeting of November 8, 2021 to discuss the potential installation of high-resolution cameras at several intersections in the City of Richmond.

At the outset, I should make clear that the comments provided below are based on the information you provided during our meeting. It is also important to underscore that these comments are made using my authority under the *Freedom of Information and Protection of Privacy Act* (FIPPA) to comment on the implications for the protection of privacy of proposed programs or activities of a public body. These comments are general and are not intended to be legal advice or an expression of findings of fact or law. They are not binding in any way on me or my office in relation to any investigation or adjudication respecting the discussed at our November 8th meeting or below. Any investigation or adjudication would be based on evidence obtained at that time and on any representations from the City. I have an open mind as regards any such investigation or adjudication, as does my Office.

Keeping these provisos in mind, I understand from you that the City is considering the deployment of high-resolution cameras at several of its traffic intersections. Low-resolution cameras are now used. They are not capable of collecting personal information, i.e., the cameras do not enable anyone to read license plates or identify vehicle occupants. They do not need to do this because they are used only for traffic management, i.e., to observe and manage traffic flows.

If they were set at high resolution, the new cameras would, I understand, enable observers to read licence plates and identify vehicle occupants. You indicated that, while the intended purpose of the new cameras is also traffic management, if they “incidentally” captured criminal activity, the images could potentially be used by law enforcement if they were to obtain appropriate authority, such as a warrant, to obtain them from the City. You cited a recent shooting at YVR as an example

where high-resolution images may have been useful to solve the crime, as it is believed the getaway vehicle involved in the shooting passed an intersection where cameras are installed.

As we discussed, if the purpose of the cameras is traffic management, the City does not need to collect personal information of drivers or vehicle occupants. It cannot, therefore, purport to "incidentally" collect that which it does not need for the traffic management program or activity. The City must, in other words, have direct authority to collect every item of personal information that it wishes to collect and cannot purport to somehow "incidentally" collect personal information for which there is no collection authority in the first instance.

If, on the other hand, collection of personal information is for "law enforcement" purposes, the City would have to show that it has the authority to do that. To do this, it would have to address a number of matters, including these: whether it is entitled to rely on "law enforcement" as a basis to collect the personal information; identify the harms to be addressed; whether the cameras demonstrably remediate the harm; and whether capturing the images of tens of thousands of citizens who are going about their lawful daily business, using a 24/7 surveillance system, is proportional to the law enforcement-related harms the City is attempting to address.

These are complex legal issues, which the City should seriously consider taking up with its legal advisers.

It is appropriate to remind the City that, if it decides to proceed with such a system, FIPPA authorizes citizens to complain to my Office, and also authorizes me to initiate an investigation on my own motion. If either occurs, my Office would, as indicated above, collect evidence and receive representations from the City (and any complainant). On that basis, findings of fact and law would be made and either recommendations or a binding order would be issued.

I appreciate the opportunity to discuss this matter with you. Living in a safe and healthy community is a goal we both share. It is also the case public safety and privacy should and can work together. While FIPPA places some limits on public bodies' ability to collect, use and disclose citizens' information, it does so in a way that also supports public safety.

Again, I thank you for reaching out to our Office about these important matters and the opportunity to discuss them with you in this preliminary manner.

Sincerely,



Michael McEvoy
Information and Privacy Commissioner for British Columbia

Public Safety Camera System - Preliminary Cost Estimate

Description	City-wide Implementation (189 signalized intersections)	Partial Implementation (89 signalized intersections)
Camera – 4K with auto pan zoom unit & add-on multi-camera (4) module – Total 5 cameras	2,005,500	934,500
Labour – Installation of Cameras	398,845	185,832
Fibre Optic Network Isolation	955,000	445,000
Camera Hardware Total	3,359,345	1,565,332
Camera Software Control/Monitor Licenses	222,387	111,660
Servers with Redundancy	503,086	251,514
Data Storage with Redundancy (10 Days Ultra HD Storage)	1,124,000 (5 Petabytes ¹)	562,000 (2.5 Petabytes)
Project Management	250,000	250,000
Data Storage and Monitoring Software Total	2,099,473	1,175,174
Contingency – 20%	1,091,719	548,184
Grand Total	6,550,537	3,288,690
Operating Budget Impact (Annually)		
Camera Maintenance and Testing of Installed Cameras	149,553	69,687
Camera Software Assurance	44,477	20,724
Server Maintenance (OBI after 3 years)	50,000	25,000
Data Storage Maintenance (OBI after 5 years)	100,000	50,000
Installation for New Signalized Intersections	25,000	25,000
Replacement Due to Camera Failures (OBI after 5 years)	25,000	15,000
Total Annual OBI	394,030	205,411

¹ 1 petabyte = 1,024 terabytes = 1,048,576 gigabytes