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**City Council**

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

**Monday, March 23, 2020  
7:00 p.m.**

Pg. #      ITEM

**MINUTES**

**1. Motion to:**

- |                |   |
|----------------|---|
| <b>CNCL-9</b>  | (1) adopt the <b>minutes</b> of the Regular Council meeting held on March 9, 2020;                          |
| <b>CNCL-24</b> | (2) adopt the <b>minutes</b> of the Special Council meeting held on March 16, 2020;                         |
| <b>CNCL-27</b> | (3) adopt the <b>minutes</b> of the Regular Council meeting for Public Hearings held on March 16, 2020; and |
| <b>CNCL-31</b> | (4) receive for information the Metro Vancouver <b>'Board in Brief'</b> dated February 28, 2020.            |



**AGENDA ADDITIONS & DELETIONS**

**PRESENTATION**

Dr. Meena Dawar, Medical Health Officer, Vancouver Coastal Health, to provide an update on the COVID-19 virus.

## COMMITTEE OF THE WHOLE

2. *Motion to resolve into Committee of the Whole to hear delegations on agenda items.*

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3. Delegations from the floor on Agenda items.

**PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 17.**

4. *Motion to rise and report.*

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## RATIFICATION OF COMMITTEE ACTION

## CONSENT AGENDA

**PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.**

## CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Traffic Intersection Cameras Implementation Planning
- Cities #WithRefugees Campaign
- Quadricycle Business – Proposed Bylaw Amendments to Permit Permanent Operation
- ICBC-City of Richmond Road Improvement Program – 2020 Update
- Mitchell Island Environmental Stewardship Initiatives Update
- Proposed South Arm Jetty Tidal Marsh Project: Provincial Land Tenure Application

5. *Motion to adopt Items No. 6 through No. 12 by general consent.*

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Consent  
Agenda  
Item

6. COMMITTEE MINUTES

*That the minutes of:*

- CNCL-42 (1) the **Community Safety Committee** meeting held on March 10, 2020;
- CNCL-46 (2) the **General Purposes Committee** meeting held on March 16, 2020;  
and
- CNCL-52 (3) the **Public Works and Transportation Committee** meeting held on  
March 17, 2020;
- be received for information.*



Consent  
Agenda  
Item

7. TRAFFIC INTERSECTION CAMERAS IMPLEMENTATION  
PLANNING

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

CNCL-57

See Page CNCL-57 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (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 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.*



Pg. # ITEM

Consent  
Agenda  
Item

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

CNCL-73

See Page CNCL-73 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*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.*



Consent  
Agenda  
Item

9. **QUADRICYCLE BUSINESS – PROPOSED BYLAW AMENDMENTS TO PERMIT PERMANENT OPERATION**  
(File Ref. No. 12-8275-06) (REDMS No. 6400125 v. 5)

CNCL-79

See Page CNCL-79 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That Business Licence Bylaw No. 7360, Amendment Bylaw No. 10145, to add a definition of a quadricycle operation, be introduced and given first, second and third reading;*
- (2) *That Vehicle For Hire Bylaw No. 6900, Amendment Bylaw No. 10128, as amended, to add regulations and requirements for the operation of a quadricycle, be introduced and given first, second and third reading; and*
- (3) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10143, which quantifies the Vehicle for Hire business fee for a quadricycle operation, be introduced and given first, second and third reading.*



Consent  
Agenda  
Item

10. **ICBC-CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM – 2020 UPDATE**

(File Ref. No. 01-0150-20-ICBC1-01) (REDMS No. 6372030 v. 3)

CNCL-93

See Page **CNCL-93** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled “ICBC-City of Richmond Road Improvement Program – 2020 Update,” dated January 23, 2020 from the Director, Transportation, be endorsed for submission to the ICBC 2020 Road Improvement Program for consideration of cost-share funding; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly.*



Consent  
Agenda  
Item

11. **MITCHELL ISLAND ENVIRONMENTAL STEWARDSHIP INITIATIVES UPDATE**

(File Ref. No. 10-6175-04-01) (REDMS No. 6397888 v. 7)

CNCL-100

See Page **CNCL-100** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That the Mitchell Island Stormwater Infrastructure Feasibility Study proposed within the staff report titled “Mitchell Island Environmental Stewardship Initiatives Update”, dated February 20, 2020 from the Director, Sustainability and District Energy, be endorsed and a funding application to conduct a feasibility study be prepared and submitted to the Federation of Canadian Municipalities’ Green Municipal Fund; and*

- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to enter into funding agreements with the Federation of Canadian Municipalities should the project be approved for funding, as outlined in the report titled “Mitchell Island Environmental Stewardship Initiatives Update”, dated February 20, 2020, from the Director, Sustainability and District Energy, and that the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly.*



Consent  
Agenda  
Item

12. **PROPOSED SOUTH ARM JETTY TIDAL MARSH PROJECT:  
PROVINCIAL LAND TENURE APPLICATION**

(File Ref. No. 10-6150-11-01) (REDMS No. 6423982)

CNCL-111

See Page CNCL-111 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION**

*That, for the purposes of environmental enhancement and consistency with the City’s Flood Protection Management Strategy, the Vancouver Fraser Port Authority’s Provincial Land Tenure Application for a 30 year lease, as identified in the “Proposed South Arm Jetty Tidal Marsh Project: Provincial Land Tenure Application” report dated March 3, 2020, from the Director, Sustainability and District Energy, be supported.*



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**CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA**

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**NON-CONSENT AGENDA ITEMS**

**GENERAL PURPOSES COMMITTEE**

Mayor Malcolm D. Brodie, Chair

13. **CREDIT CARD PAYMENT SERVICE FEE BYLAW NO. 9536,  
AMENDMENT BYLAW NO. 10166**

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

## Council Agenda – Monday, March 23, 2020

Pg. #

ITEM

Recommendation to be forwarded from the Special General Purposes Committee meeting.

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**ADDED** 14. **CESSATION OF CASH TRANSACTIONS DURING COVID-19 OUTBREAK**

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

Recommendation to be forwarded from the Special General Purposes Committee meeting.

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**ADDED** 15. **UTILITY AMENDMENT BYLAWS – UTILITY BILLING DUE DATE AMENDMENT**

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

Recommendation to be forwarded from the Special General Purposes Committee meeting.

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16. **AMENDMENTS TO THE COUNCIL PROCEDURE BYLAW – ELECTRONIC MEETINGS AND PARTICIPATION BY MEMBERS**

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

**CNCL-116**

Council Procedure Bylaw No. 7560, Amendment **Bylaw No. 10165**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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Recommendation to be forwarded from the Special General Purposes Committee meeting.

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RATIFICATION OF COMMITTEE ACTION

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-117**      Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 10142**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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- CNCL-118**      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9982**  
**ADDED**      (5631, 5635, 5651, 5691, 5711, 5731 & 5751 Steveston Highway,  
RZ 16-733904)  
Opposed at 1<sup>st</sup> Reading – Cllrs. Greene & Wolfe.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – Cllrs. Greene & Wolfe.

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DEVELOPMENT PERMIT PANEL

<b>ADDED</b>	17. RECOMMENDATION
See DPP Plan Package (distributed separately) for full hardcopy plans	
CNCL-121	(1) That the minutes of the Development Permit Panel meeting held on March 11, 2020, and the Chair's report for the Development Permit Panel meetings held on October 17, 2019, be received for information; and
CNCL-127	(2) That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 18-829234) for the property at 5631, 5635, 5651, 5691, 5711, 5731 and 5751 Steveston Highway be endorsed, and the Permit so issued.

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ADJOURNMENT

☐



**Regular Council**

**Monday, March 9, 2020**

Place: Council Chambers  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

**MINUTES**

- R20/5-1 1. It was moved and seconded  
*That the minutes of the Regular Council meeting held on February 24, 2020, be adopted as circulated.*

**CARRIED**



**Regular Council  
Monday, March 9, 2020**

**AGENDA ADDITIONS & DELETIONS**

R20/5-2

It was moved and seconded

- (1) *That a presentation update on the COVID-19 virus by Dr. Meena Dawar, Medical Health Officer, Vancouver Coastal Health, be added to the agenda following the 2020 Richmond Street Banner presentation;*
- (2) *That the recommendation for Item No. 18 – “Application by Fairchild Developments Ltd. for a Temporary Commercial Use Permit at 8320 Cambie Road and 8431 Brownwood Road”, be revised to insert the phrase “as revised” after the word “Permit”; and*
- (3) *That Item No. 22 – “Declaration of Solidarity with Wet’suwet’en People,” be deleted from the Council Agenda.*

**CARRIED**

**PRESENTATIONS**

- (1) With the aid of a visual presentation (copy on file, City Clerk’s Office), Magnus Sinclair, Acting Coordinator, Parks Programs, highlighted that the City’s Street Banner Program is a Partners for Beautification initiative, which encourages Richmond residents to participate in the beautification of their city.

Mr. Sinclair advised that the submissions were all original images reflecting the following themes: Sustainability, Active Living, Culture, the Arts, Connection, Community, Heritage, Nature, City Centre, and Island City.

Prior to announcing the winning banners, Mr. Sinclair recognized the following volunteer panel of judges for their contribution to the Street Banner Program: Sheena Gingrich, representing the East Richmond Community Association, Viki Lingle and Minghui Yu, representing the Public Art Advisory Committee, Melanie Devoy, representing Richmond Art Gallery Association, and Nancy Small, representing Tourism Richmond.



**Regular Council**  
**Monday, March 9, 2020**

The winning artists and the titles of their banners were then announced as follows:

- Andrea Laing – Sustainable Beauty
  - Harris Hui – Chinese Lanterns
  - Eugene Hernandez – Radar Reflector
  - Glen Andersen – River Mosaic
  - Brian Phillips – Noteworthy
  - Victor Jacinto – A Hidden Gem
  - Tina Lai – Poppy
  - Tina Lai – Future: Steps Away
  - Regina Cid – The Farming Time at London Landing
  - Regina Cid – Fun on Ice at Garry Point
- (2) Dr. Meena Dawar, Medical Health Officer with Vancouver Coastal Health (VCH), updated Council on the situation regarding the COVID-19 virus, noting the following:
- more than 113,000 cases have been reported worldwide;
  - there are 32 cases in BC with one death reported locally;
  - all cases in BC with the exception of one case was travel-related;
  - there are no active cases in Richmond to date;
  - a majority of cases display mild symptoms in adults, however seniors and individuals with underlying health conditions may encounter greater impact from the illness;
  - surveillance of the illness has increased in the community, including in ports of entry;
  - risk of transmission of the illness within the community remain low;
  - testing is currently being conducted in physicians' offices, hospitals and urgent care centres;
  - VCH has activated their Regional Emergency Operations structure;



**Regular Council**  
**Monday, March 9, 2020**

- the VCH encourages hand washing options and cleaning of high-touch surfaces in public facilities;
- the Province is currently not recommending the cancelation of mass gatherings, but will review the recommendation if required;
- transmission of the virus occurs through respiratory droplets and individuals are typically contagious when they are displaying symptoms, however there have been exceptional cases where transmission has occurred prior to the onset of symptoms or when individuals displayed mild symptoms;
- transmission of the virus typically take place in close household settings; and
- face masks are recommended for individuals who have been diagnosed or are displaying symptoms of the illness but are not recommended for healthy individuals.

**COMMITTEE OF THE WHOLE**

- R20/5-3      2.    It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on agenda items (7:34 p.m.).*

**CARRIED**

3.    Delegations from the floor on Agenda items – None.

- R20/5-4      4.    It was moved and seconded  
*That Committee rise and report (7:34 p.m.).*

**CARRIED**



**Regular Council**  
**Monday, March 9, 2020**

**CONSENT AGENDA**

Mayor Brodie noted that Item No. 7 – “Alexandra Greenway Integrated Public Art Project Terms of Reference” and Item No. 18 – “Application by Fairchild Developments Ltd. for a Temporary Commercial Use Permit at 8320 Cambie Road and 8431 Brownwood Road” will be removed from the Consent Agenda.

- R20/5-5      5. It was moved and seconded  
*That Items No. 8 through No. 17 and Items No. 19 and 20 be adopted by general consent.*

**CARRIED**

6. **COMMITTEE MINUTES**

*That the minutes of:*

- (1) *the Parks, Recreation and Cultural Services Committee meeting held on February 25, 2020;*
- (2) *the General Purposes Committee meeting held on March 2, 2020;*
- (3) *the Planning Committee meeting held on March 3, 2020; and*
- (4) *the Council/School Board Liaison Committee meeting held on February 12, 2020;*

*be received for information.*

**ADOPTED ON CONSENT**

7. **ALEXANDRA GREENWAY INTEGRATED PUBLIC ART PROJECT  
TERMS OF REFERENCE**

(File Ref. No. 11-7000-09-20-281) (REDMS No. 6359313 v. 2; 6358414; 6396452; 6396457)

Please see page 11 for action on this item.



Regular Council  
Monday, March 9, 2020

8. **RICHMOND PUBLIC ART PROGRAM 2019 ANNUAL HIGHLIGHTS  
AND PUBLIC ART ADVISORY COMMITTEE 2020 WORK PLAN**

(File Ref. No. 11-7000-09-01; 01-0100-30-RPAR1-01) (REDMS No. 6344647 v. 2; 6387136)

*That the Richmond Public Art Advisory Committee 2020 Work Plan, as presented in the staff report titled "Richmond Public Art Program 2019 Annual Highlights and Public Art Advisory Committee 2020 Work Plan", dated January 27, 2020, from the Director, Arts, Culture and Heritage Services, be approved.*

**ADOPTED ON CONSENT**

9. **COMMUNITY SERVICES PRICING POLICY PROGRESS UPDATE  
AND GUIDING PRINCIPLES**

(File Ref. No. 11-7000-00; 01-0095-20-01) (REDMS No. 6359181 v. 18)

*That the Community Services Pricing Policy Guiding Principles as detailed in the staff report titled "Community Services Pricing Policy Progress Update and Guiding Principles", dated January 28, 2020, from the Director, Recreation and Sport Services, be endorsed.*

**ADOPTED ON CONSENT**

10. **INSURANCE COSTS FOR CONDOMINIUMS**

(File Ref. No. 01-0140-01; 01-0150-01) (REDMS No. 6425837)

*That letters be sent to the Federal Government, Provincial Government, the Insurance Council of British Columbia, and the Insurance Bureau of Canada to urge them to take immediate actions to address the spiking strata insurance costs affecting many strata owners in B.C. and Richmond.*

**ADOPTED ON CONSENT**

11. **AWARD OF CONTRACT 6715P – TRAFFIC CONTROL SERVICES**

(File Ref. No. 03-1000-20-6715P) (REDMS No. 6346166 v. 5)

*That Contract 6715P – Traffic Control Services be awarded for a three-year term commencing April 1, 2020, to three bidders, with the intent of assigning the majority of the work to Ansan Traffic Group as the primary service provider, and with Lane Safe Traffic Control and Traffic Pro Services serving as secondary and tertiary backup service providers.*

**ADOPTED ON CONSENT**



**Regular Council**  
**Monday, March 9, 2020**

12. **PROVINCIAL CONSULTATION ON NEW ANTI-MONEY LAUNDERING LEGISLATION AND REGULATIONS**  
(File Ref. No. 09-5350-05-06) (REDMS No. 6403586 v. 4)

*That the responses summarized in Attachment 3 and 4 of the staff report titled "Provincial Consultation on new Anti-Money Laundering Legislation and Regulations", dated February 4, 2020, from the General Manager, Community Safety be endorsed for submission to the BC Ministry of Finance.*

**ADOPTED ON CONSENT**

13. **PROPOSED INTERIM INTER-MUNICIPAL BUSINESS LICENCE BYLAWS FOR RIDE-HAILING SERVICES**  
(File Ref. No. 12-8275-06; 12-8060-20-010134/010159) (REDMS No. 6332491 v. 7; 6407642; 6407719)

- (1) *That Inter-Municipal Business Licence Agreement Bylaw No. 10134, to allow the City to enter into an agreement with partner municipalities for ride-hailing services, be introduced and given first, second and third readings;*
- (2) *That Inter-Municipal Business Licence Bylaw No. 10159, which specifies various licensing terms for ride-hailing, be introduced and given first, second and third readings; and*
- (3) *That staff be directed to report back on the development of a permanent inter-municipal business licence for ride-hailing services.*

**ADOPTED ON CONSENT**

14. **CITY EVENTS STRATEGY GUIDING PRINCIPLES**  
(File Ref. No. 11-7000-01; 11-7375-20-002) (REDMS No. 6381683 v. 2)

*That the City Events Strategy Guiding Principles, as presented in the staff report titled "City Events Strategy Guiding Principles", dated February 7, 2020, from the Director, Arts, Culture and Heritage Services be endorsed to guide the development of a City Events Strategy.*

**ADOPTED ON CONSENT**





**Regular Council**  
**Monday, March 9, 2020**

**15. RICHMOND INTERCULTURAL ADVISORY COMMITTEE 2019 ANNUAL REPORT AND 2020 WORK PROGRAM**

(File Ref. No. 01-0100-30-RIAD1-01; 07-3300-01) (REDMS No. 6388845 v. 3; 6337950; 6343962)

*That the staff report titled "Richmond Intercultural Advisory Committee 2019 Annual Report and 2020 Work Program," dated January 27, 2020, from the Director of Community Social Development, be approved.*

**ADOPTED ON CONSENT**

**16. RICHMOND SENIORS ADVISORY COMMITTEE 2019 ANNUAL REPORT AND 2020 WORK PROGRAM**

(File Ref. No. 01-0100-30-SADV1-01) (REDMS No. 6369342; 6369432; 6369379)

*That the staff report titled "Richmond Seniors Advisory Committee 2019 Annual Report and 2020 Work Program," dated January 27, 2020, from the Director, Community Social Development, be approved.*

**ADOPTED ON CONSENT**

**17. UBCM 2020 POVERTY REDUCTION PLANNING AND ACTION GRANT SUBMISSION**

(File Ref. No. 07-3190-01; 03-1087-01) (REDMS No. 6382338 v. 3)

- (1) That the application to the Union of British Columbia Municipalities (UBCM) 2020 Poverty Reduction Planning and Action Program for \$25,000 be endorsed; and*
- (2) That should the funding application be successful, that the Chief Administrative Officer and the General Manager, Planning and Development be authorized on behalf of the City to enter into an agreement with UBCM for the above mentioned project and that the Consolidated 5 Year Financial Plan (2020–2024) be amended accordingly.*

**ADOPTED ON CONSENT**

**18. APPLICATION BY FAIRCHILD DEVELOPMENTS LTD. FOR A TEMPORARY COMMERCIAL USE PERMIT AT 8320 CAMBIE ROAD AND 8431 BROWNWOOD ROAD**

(File Ref. No. TU 20-890944) (REDMS No. 6407191)

Please see page 12 for action on this item.



Regular Council  
Monday, March 9, 2020

19. APPLICATION BY HEADWATER LIVING INC. TO AMEND SECTION 3.3 OF OFFICIAL COMMUNITY PLAN BYLAW 9000, CREATE THE “HIGH DENSITY MARKET RENTAL RESIDENTIAL/LIMITED COMMERCIAL (ZMU45) – LANSDOWNE VILLAGE (CITY CENTRE)” ZONE, AND REZONE THE SITE AT 5500 NO. 3 ROAD FROM THE “DOWNTOWN COMMERCIAL (CDT1)” ZONE TO THE “HIGH DENSITY MARKET RENTAL RESIDENTIAL/LIMITED COMMERCIAL (ZMU45) – LANSDOWNE VILLAGE (CITY CENTRE)” ZONE

(File Ref. No. 12-8060-20-010131/010130; RZ 19-858804) (REDMS No. 6394422; 6394943; 6394905; 6427789)

- (1) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10131 to amend Section 3.3, Objective 4, Policy e) to include a provision that the market rental residential density bonus may be increased on a site specific basis for projects that provide additional rental housing to address community need, be introduced and given first reading;*
- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10131, having been considered in conjunction with:*
  - (a) *The City’s Financial and Capital Program; and*
  - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby found to be consistent with said programs and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10131, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*



**Regular Council  
Monday, March 9, 2020**

- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10130 to create the “High Density Market Rental Residential/Limited Commercial (ZMU45) – Lansdowne Village (City Centre)” zone, and to rezone 5500 No. 3 Road from the “Downtown Commercial (CDTI)” zone to the “High Density Market Rental Residential/Limited Commercial (ZMU45) – Lansdowne Village (City Centre)” zone, be introduced and given first reading.*

**ADOPTED ON CONSENT**

**20. BC BUILDING CODE CHANGES TO SECONDARY SUITE PROVISIONS**

(File Ref. No. 12-8060-02-01; 12-8060-20-01039/010142) (REDMS No. 6398750 v. 5; 6398741; 6399321)

- (1) *That Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10139, to better define secondary suites and increase the maximum permitted size of secondary suites in dwellings from 90 m<sup>2</sup> to 110m<sup>2</sup>, be introduced and given first reading;*
- (2) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10142, to incorporate cost recovery charges for addressing secondary suites, be introduced and given first, second and third reading; and*
- (3) *That a 12 month grace period be authorized, from the date of Bylaw No. 10142 adoption, allowing legal secondary suite owners to secure a suite address without charge before the addressing fees take effect.*

**ADOPTED ON CONSENT**



Regular Council  
Monday, March 9, 2020

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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA  
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PARKS, RECREATION AND CULTURAL SERVICES  
COMMITTEE  
Councillor Harold Steves, Chair

7. **ALEXANDRA GREENWAY INTEGRATED PUBLIC ART PROJECT  
TERMS OF REFERENCE**

(File Ref. No. 11-7000-09-20-281) (REDMS No. 6359313 v. 2; 6358414; 6396452; 6396457)

R20/5-6

It was moved and seconded

- (1) *That the Alexandra Greenway Integrated Public Art Project for \$50,000 be approved and funded by the Public Art Reserve;*
- (2) *That the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly; and*
- (3) *That the Alexandra Greenway Integrated Public Art Project Call to Artists provided in Attachment 4 in the staff report titled, "Alexandra Greenway Integrated Public Art Project Terms of Reference", dated January 6, 2020, from the Director, Arts, Culture and Heritage Services, be approved.*

The question on the motion was not called as discussion ensued with regard to the durability of the materials used on the project.

The question was then called and it was **CARRIED** with Cllr. Day opposed.



Regular Council  
Monday, March 9, 2020

PLANNING COMMITTEE

Councillor Linda McPhail, Chair

18. **APPLICATION BY FAIRCHILD DEVELOPMENTS LTD. FOR A  
TEMPORARY COMMERCIAL USE PERMIT AT 8320 CAMBIE  
ROAD AND 8431 BROWNWOOD ROAD**

(File Ref. No. TU 20-890944) (REDMS No. 6407191)

R20/5-7

It was moved and seconded

*That the application of Fairchild Developments Ltd. for a Temporary Commercial Use Permit, as revised, for the property at 8320 Cambie Road and 8431 Brownwood Road be considered at the special meeting of Council (for the purpose of holding a Public Hearing) to be held on April 20, 2020 at 7:00 p.m. in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

*“That a Temporary Commercial Use Permit be issued to Fairchild Developments Ltd. to allow ‘Non-accessory Parking’ as a permitted use at 8320 Cambie Road and 8431 Brownwood Road for a period of three years.”*

The question on the motion was not called as discussion ensued with regard to permeable parking paving alternatives.

In reply to queries from Council, staff noted that the applicant will work with a landscaper to trim hedges and address trash on-site. Staff added that a Temporary Commercial Use Permit is issued once and is eligible for an extension.

As a result of the discussion, staff were directed to provide Council with information related to parking surfacing technologies.

The question on the motion was then called and it was **CARRIED** with Cllr. Wolfe opposed.



**Regular Council**  
**Monday, March 9, 2020**

**NON-CONSENT AGENDA ITEMS**

**GENERAL PURPOSES COMMITTEE**

Mayor Malcolm D. Brodie, Chair

**21. HOSPITAL PARKING**

(File Ref. No. 01-0151-01; 01-0155-03-02; 10-6455-05-01) (REDMS No. 6425879)

R20/5-8

It was moved and seconded

- (1) *That Richmond City Council write to the Provincial Government and the Vancouver Coast Health Authority to ask the Province and Vancouver Coastal Health to provide two hours free parking to be paid upon exit for patients and family of patients at BC hospitals; and*
- (2) *That staff be directed to meet with Vancouver Coastal Health representatives to discuss consideration of addressing the lack of parking at Richmond Hospital.*

The question on the motion was not called as discussion ensued with regard to (i) the current hospital parking system and use of third-party parking management companies, (ii) options for a pay-on-exit parking system, (iii) the high cost of parking and violation fines for hospital users, (iv) parking capacity in Richmond Hospital and options for overflow parking, and (v) other local hospitals in the region that have adopted limited free parking.

As a result of the discussion, staff were directed to discuss the administration of the parking system with Richmond Hospital officials.

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

**PUBLIC DELEGATIONS ON NON-AGENDA ITEMS**

*Cllr. Wolfe left the meeting (8:25 p.m.).*



**Regular Council**  
**Monday, March 9, 2020**

- R20/5-9      23. It was moved and seconded  
*That Council resolve into Committee of the Whole to hear delegations on non-agenda items (8:26 p.m.).*

**CARRIED**

*Cllr. Wolfe returned to the meeting (8:28 p.m.).*

Ms. Cathy Peters, BC anti-human trafficking educator, speaker and advocate spoke on (i) raising awareness on human trafficking activities, (ii) current laws related to restrict anti-trafficking activities, (iii) enforcement of traffickers, and (iv) options for municipalities to adopt policies that restrict human trafficking activities.

Discussion ensued with regard to enforcement of illegal businesses and short-term rentals tied to human trafficking and money laundering and it was suggested that staff investigate enforcement options of illegal activities and businesses tied to organized crime. Staff added that staff can consider partnering with the Richmond RCMP and community groups to form a working group to address human trafficking activities.

- R20/5-10      24. It was moved and seconded  
*That Committee rise and report (8:36 p.m.).*

**CARRIED**

**BYLAWS FOR ADOPTION**

- R20/5-11      It was moved and seconded  
*That the following bylaws be adopted:*  
*Traffic Bylaw No. 5870 Amendment Bylaw No. 10123*  
*Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10124*

**CARRIED**



Regular Council  
Monday, March 9, 2020

DEVELOPMENT PERMIT PANEL

- R20/5-12     25. It was moved and seconded
- (1) *That the minutes of the Development Permit Panel meetings held on January 29, 2020 and February 26, 2020, and the Chair's report for the Development Permit Panel meetings held on February 26, 2020, be received for information; and*
  - (2) *That the recommendations of the Panel to authorize the issuance of a Development Variance Permit (DV 19-872105) for the property at 9700 Desmond Road be endorsed, and the Permit so issued.*

**CARRIED**

ADJOURNMENT

- R20/5-13     It was moved and seconded  
*That the meeting adjourn (8:38 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, March 9, 2020.

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)





**Special Council  
Monday, March 16, 2020**

Place: Anderson Room  
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 5:43 p.m.

RES NO. ITEM

1. **POTENTIAL CLOSURE OF FACILITIES**

(File Ref. No.)

SP20/1-1

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;***
- (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.***



**Special Council**  
**Monday, March 16, 2020**

RES NO.    ITEM

- (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.*

**CARRIED**

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

Discussion took place regarding live streaming Regular Council meetings and electronic options for Standing Committee meetings in Council Chambers.

- SP20/1-2            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**

- SP20/1-3            It was moved and seconded  
*That staff be directed to report back with a Council Procedure Bylaw amendment to provide the ability for electronic meeting participation at Standing Committee meetings.*

**CARRIED**

Direction was provided for staff to report back to the Special Open General Purposes Committee to be scheduled on March 23, 2020.

**ADJOURNMENT**

- SP20/1-4            It was moved and seconded  
*That the meeting adjourn (5:46 p.m.).*

**CARRIED**

2.



**City of  
Richmond**

**Minutes**

**Special Council  
Monday, March 16, 2020**

RES NO.    ITEM

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

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Mayor (Malcolm D. Brodie)

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Corporate Officer (Claudia Jesson)



**Regular Council meeting for Public Hearings  
Monday, March 16, 2020**

Place: Council Chambers  
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

Matthew O'Halloran, Acting Corporate Officer

Call to Order: Mayor Brodie opened the proceedings at 7:00 p.m.

1. **TEMPORARY COMMERCIAL USE PERMIT (TU 20-891050)**  
(Location: 8991 Charles Street; Applicant: DA Architects & Planners)

*Applicant's Comments:*

Randy Knill, DA Architects & Planners, spoke to the applicant's plans to enhance the neighbourhood by upgrading the surrounding sidewalk and landscaping.

*Written Submissions:*

None.

*Submissions from the floor:*

None.



Regular Council meeting for Public Hearings  
Monday, March 16, 2020

PH20/2-1

It was moved and seconded

*That a Temporary Commercial Use Permit be issued to DA Architects & Planners for property at 8991 Charles Street to allow "Vehicle Rental, Convenience" limited to the storage of rental vehicles only with no associated buildings and no public access as a site specific additional use for a period of three years.*

**CARRIED**

2. **OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 10125 (SIGNAGE IMPROVEMENTS) AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10004 (SIGNAGE IMPROVEMENTS)**

(Location: City-wide; Applicant: City of Richmond)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

Materials were distributed (copy on-file City Clerk's Office)

In response to a query from Council, staff noted that (i) consideration was given regarding the inclusion of artist renderings in development signs, (ii) rezoning applications primarily deal with land use, (iii) the City does not have control over the design drawings, and (iv) not all rezoning applications involve new construction.

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

PH20/2-2

It was moved and seconded

*That Official Community Plan Bylaw 9000, Amendment Bylaw 10125 (Signage Improvements) and Richmond Zoning Bylaw 8500, Amendment Bylaw 10004 (Signage Improvements) be referred back to include the provision of artist renderings in development signs.*

The question on the referral motion was then called and it was **DEFEATED** with Mayor Brodie and Cllrs. Greene, Loo, McNulty, and McPhail opposed.



# City of Richmond

## Minutes

### Regular Council meeting for Public Hearings Monday, March 16, 2020

PH20/2-3      It was moved and seconded  
*That Official Community Plan Bylaw 9000, Amendment Bylaw 10125 be given second and third readings.*

**CARRIED**

Opposed: Cllrs. Au  
Day  
Wolfe

PH20/2-4      It was moved and seconded  
*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10004 be given second and third readings.*

**CARRIED**

Opposed: Cllrs. Au  
Day  
Wolfe

PH20/2-5      It was moved and seconded  
*That Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw 10005 be given second and third readings.*

**CARRIED**

Opposed: Cllrs. Au  
Day  
Wolfe

PH20/2-6      It was moved and seconded  
*That Official Community Plan Bylaw 9000, Amendment Bylaw 10125 be adopted.*

**CARRIED**

Opposed: Cllrs. Au  
Day  
Wolfe



Regular Council meeting for Public Hearings  
Monday, March 16, 2020

PH20/2-7

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10004 be adopted.*

**CARRIED**

Opposed: Cllrs. Au  
Day  
Wolfe

PH20/2-8

It was moved and seconded

*That Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw 10005 be adopted.*

**CARRIED**

Opposed: Cllrs. Au  
Day  
Wolfe

ADJOURNMENT

PH20/2-9

It was moved and seconded

*That the meeting adjourn (7:13 p.m.).*

**CARRIED**

Certified a true and correct copy of the  
Minutes of the Regular meeting for Public  
Hearings of the City of Richmond held on  
Monday, March 16, 2020.

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Mayor (Malcolm D. Brodie)

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Acting Corporate Officer  
(Matthew O'Halloran)

### **For Metro Vancouver meetings on Friday, February 28, 2020**

*Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact [Greg.Valou@metrovanancouver.org](mailto:Greg.Valou@metrovanancouver.org) or [Kelly.Sinowski@metrovanancouver.org](mailto:Kelly.Sinowski@metrovanancouver.org)*

## **Metro Vancouver Regional District**

### **E 1.1 UBCM Emergency Preparedness Grant Applications for Electoral Area A (UBC/UEL)      APPROVED**

The Union of BC Municipalities (UBCM) has grants available through the Community Emergency Preparedness Fund to support members in increasing emergency preparedness and emergency response capacity. Metro Vancouver has long planned that emergency response in the Point Grey portion of Electoral Area A would best be coordinated through an Area Emergency Operations Centre established at the University of British Columbia due to its proximity to, and availability of, local agency representatives. Additionally, through partnership with UBC, increasing the pool of Emergency Support Services volunteers available to take care of the needs of displaced people following an emergency in the Point Grey is an area to enhance emergency preparedness.

The Board endorsed the applications for two grants totaling \$41,836 from UBCM to enhance emergency preparedness capacity in the Point Grey (UBC/UEL) communities of Electoral Area A.

### **E 2.1 Regional Parks Natural Resource Management Framework      APPROVED**

The Regional Parks Natural Resource Management Framework provides strategic direction for managing the natural resources within regional parks. First developed 10 years ago, considerable progress has been made towards its goals. In 2019, the Regional Parks Natural Resource Management Framework was updated to ensure alignment with the Regional Parks Plan (2016) and other strategic documents. It outlines the principles, goals and strategies of the natural resource management program to ensure system-wide consistency in resource management efforts. The framework provides staff, elected officials and the public with a tool for transparent and consistent decision making.

The Board endorsed the Regional Parks Natural Resource Management Framework as presented.

### **E 3.1 Fraser Basin Council - Annual Report to Metro Vancouver      RECEIVED**

As required under a three-year Contribution Agreement with Metro Vancouver, the Fraser Basin Council submitted the annual report to Metro Vancouver to summarize their work in 2019 and to highlight the priorities for 2020. The annual report provides details on the work performed in the areas of taking action on climate change and air quality, supporting healthy watersheds and water resources, and building sustainable and resilient communities and regions.

The Board received the report for information.



### **E 3.2 Federal Gas Tax Fund Expenditures Policy Amendments**

**APPROVED**

This report brings forward updates to the Federal Gas Tax Fund Expenditures Policy and associated Application Guide, which sets out the process for Board approval of the Federal Gas Tax Fund (Greater Vancouver Regional Fund or GVRF) for regional transportation projects proposed by TransLink.

Based on consultations with TransLink and Union of BC Municipalities staff, a number of amendments were prepared. While many of the amendments fall into the category of ‘housekeeping,’ substantive amendments involve: affirming the current practice of TransLink staff referring applications to Metro Vancouver staff to initiate the application review process; the annual reporting out by TransLink on active projects funded through the GVRF; and, the baseline assumptions for transit vehicle technology for purposes of accurately portraying emissions changes. The updated Policy and Application Guide will help improve transparency, consistency, and efficiency of the process and applications.

The Board approved the revised Federal Gas Tax Fund Expenditures Policy and the associated Application Guide as presented.

### **E 3.3 National Zero Waste Council Annual Update**

**RECEIVED**

The Board received an update about the National Zero Waste Council. An initiative of Metro Vancouver, the National Zero Waste Council promotes cross-sector collaboration in advancing waste prevention and accelerating the transition to a circular economy. The Council supports Metro Vancouver in the achievement of its zero waste objectives. A key contribution has been reinforcing the importance of waste prevention and how it relates to the circular economy and climate change. Specific initiatives over the past year include work to examine and promote actions that will prevent and reduce food loss and waste, efforts to accelerate the transition to a circular economy, work to identify priority, problematic single use plastic items and supporting regulatory measures, and pilot projects to prevent/reduce waste associated with construction and demolition. The Council has become much more engaged in the cross-Canada initiatives to reduce the damaging impacts on marine ecosystems and the financial burden local governments incur in dealing with plastic wastes and single use items.

### **E 4.1 2020 Regional Clothing Waste Reduction Campaign**

**RECEIVED**

The Board received a report about the 2020 Regional Clothing Waste Reduction Campaign.

Clothing is one of the fastest growing waste streams, accounting for approximately 20,000 tonnes of waste annually in Metro Vancouver. On February 18, 2020 Metro Vancouver will launch the second year of the “Think Thrice About Your Clothes” campaign, which will be in-market for nine weeks.

The objective of Think Thrice is to raise awareness of the clothing waste issue and empower residents to take action by focusing on three main areas of clothing waste reduction: 1) Reduce; 2) Care & Repair; and 3) Donate. Post-2019 campaign survey results will be leveraged to target specific audience demographics providing clear calls to action, and directing those audiences to the corresponding areas of the [www.clothesarentgarbage.ca](http://www.clothesarentgarbage.ca) website. A targeted media buy will include both digital and out-of-home placements. Standard campaign evaluation indicators will be used to measure campaign effectiveness.

### **E 5.1 2020 Regional District Sustainability Innovation Fund Applications**

**APPROVED**

The Climate Action Committee is responsible for overseeing the Sustainability Innovation Funds, and for making all funding recommendations to the respective Boards. This report presents eight projects recommended for funding, totaling \$1,108,000 over three years, which will be funded through the Regional District Sustainability Innovation Fund. The projects include three addressing affordable housing and climate change, two enhancing ecological health in Regional Parks, and three related to air quality improvement.

The Board approved the allocation from the Regional District Sustainability Innovation Fund for the following projects:

- Building Resilience: Exploring the Potential of Renewable Energy Building Infrastructure: \$200,000 over two years starting in 2020
- Net-Zero Feasibility Study for Welcher Affordable Housing Development: \$160,000 over two years starting in 2020;
- Step Code Implementation Impacts for Building Envelope Rehabilitation of Existing Buildings: \$90,000 over two years starting in 2020
- Targeted Invasive Plant Grazing in Metro Vancouver: \$150,000 over three years starting in 2020
- Using eDNA Sampling Technology in Regional Parks: \$68,000 over two years starting in 2020
- Preventing Smoke Emissions from Agricultural Waste Management: \$140,000 over two years starting in 2020
- Clean Air for Students and Schools (CLASS): \$200,000 over two years starting in 2020
- Mobile Monitoring of Fugitive and Other Industrial Air Emissions with "Flying Labs": \$100,000 in 2020.

### **E 5.2 Invasive Species Education and Outreach Materials**

**APPROVED**

Metro Vancouver, the Invasive Species Council of BC, the Invasive Species Council of Metro Vancouver, and members of the Regional Planning Advisory Committee – Invasive Species Subcommittee have collaboratively created two new outreach products to raise awareness about invasive species of concern across the region: an online course and a public brochure.

The Board directed staff to share these materials with member jurisdictions for information.

### **E 5.3 Board Appointments and Rescindments of Enforcement Officers**

**APPROVED**

Recent changes in staff have resulted in a need to update staff appointments as MVRD Board-designated officers under the Greater Vancouver Regional District Air Quality Management Bylaw, the Environmental Management Act and the Offence Act.

The Board appointed Nicole Gatto as an officer and rescinded the appointments of former Metro Vancouver employees Larry Avanthay, Kristen Beattie and Johanna Legge as officers. The same was done for serving summons under the Offence act.

**G 1.1 Electoral Area A Building Administration Amendment Bylaw No. 1301, 2020****APPROVED**

GVRD Electoral Area A Building Administration Bylaw, No. 1043, 2006 regulates the construction of buildings in rural parts of Electoral Area A. It has not been amended since its adoption in 2006, and in March 2018, the MVRD Board directed staff to review the bylaw. Subsequent to staff's review, a draft bylaw update was presented for consideration by the Electoral Area Committee and MVRD Board. Proposed amendments include: updating the permit fee schedule (Schedule D) and increasing the building permit validity time, which responds to resident input regarding the need for more time to complete construction in rural and remote portions of the Electoral Area, along with a number of clean-up and administrative revisions.

The Board gave first, second and third readings to Electoral Area A Building Administration Amendment Bylaw and passed and finally adopted said bylaw.

**G 2.1 Metro Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1300, 2020****APPROVED**

The Local Government Act authorizes a regional district to dedicate land as regional park by way of a bylaw. Bylaw 1300, 2020 will dedicate land acquired in 2019 by MVRD for use as regional park.

The Board gave first, second and third readings to Metro Vancouver Regional District Dedication of Land as Regional Park Bylaw No. 1300, 2020; and passed and finally adopted said bylaw.

**G 3.1 MVRD Procedure Amending Bylaw No. 1297, 2020****APPROVED**

In 2019, the MVRD Board established the regional economic prosperity service. To support that new service, the Board Chair established a standing committee called the Regional Economic Prosperity Management Board. This 27 member standing committee comprises a cross section of representatives from various sectors, including five directors. This situation is not compliant with the Procedure Bylaw which stipulates that a majority of committee members must be directors. Given the unique nature of this new standing committee, an amendment to the Procedure Bylaw is being sought to provide an exemption to this majority-director provision

The Board gave first, second and third readings to Metro Vancouver Regional District Procedure Amending Bylaw Number 1297, 2020, then passed and finally adopted said bylaw.

## **G 2.1 Metro Vancouver Signing Officers Amending Bylaws – MVRD, GVS&DD and GVWD** **APPROVED**

Board-approved bylaws were adopted to establish authority for the execution of financial matters relating to Metro Vancouver's Districts. The Districts are currently functioning under the existing bylaw. The previous Signing Officer Bylaws are in need of updating for position titles and modern banking practice language. A reduction in the number of positions with signing authority was also desired to reduce the administrative maintenance for individuals that would not likely be called on to sign documents.

The Board gave first, second and third readings to Metro Vancouver Regional District Financial Services Administration and Signing Authority Amending Bylaw No. 1302, 2020, then passed and finally adopted said bylaw.

## **G 4.1 Regional Growth Strategy Amendment Bylaw No. 1295 – Alignment with IPCC Report on Global Warming** **APPROVED**

At its November 1, 2019 meeting, the MVRD Board initiated a Type 3 minor amendment to Metro Vancouver 2040: Shaping our Future, and gave first, second and third readings to an amending bylaw with the intent of reflecting a commitment to a carbon neutral region by 2050 and an interim target of reducing greenhouse gas emissions by 45% from 2010 levels by 2030.

Metro Vancouver staff notified affected local governments and affected agencies of the proposed amendment. Eight responses were received during the notification period, all indicating support or no objections to the amendment bylaw.

The Board received for information the comments from the affected local governments and agencies as presented and passed and finally adopted Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1295, 2019.

## **I 1 Committee Information Items & Delegation Summaries** **RECEIVED**

The Board received information items from standing committees.

### **Electoral Area Committee – February 5, 2020**

Information Items:

### **5.2 Electoral Area A Zoning Bylaw Review – Public Consultation Update**

A zoning bylaw review was identified as an action in the Electoral Area A Official Community Plan, adopted in 2018. The MVRD Board approved the scope for the zoning bylaw review in July 2019, and staff and the Electoral Area A Director held two rounds of community meetings in the fall for residents where the zoning bylaw applies. Public input will be used to draft proposed amendments to the zoning bylaw, which will be posted to the Metro Vancouver website in spring for additional public feedback before an amending bylaw is prepared for Committee and Board consideration.

## **Regional Planning Committee – February 7, 2020**

Information Items:

### **5.2 2016 Walkability Index – Metro 2040 Performance Monitoring**

The 2016 Walkability Index surface is a parcel-level, built environment dataset that uses 2016 data to show the walkability score of neighbourhoods at the postal code scale. Walkability is a Key Summary Measure for Metro 2040 Goal 4. Maps of the 2016 Walkability Index show that the region's Urban Centres and Frequent Transit Development Areas are among the most walkable areas in the region, demonstrating good alignment between the Metro 2040 vision and urban development in practice on the ground.

There are multiple factors that contribute to making an area more walkable including sidewalk completeness, intersection density, residential density, commercial density and land use mix. Improving walkability has many benefits including better health outcomes for residents, improved access to local destinations, improved sense of community and safety, and reduced dependence on private vehicles which in turn supports the region's GHG reduction targets.

### **5.3 Metro 2040 Climate and Natural Hazards Policy Review Scope of Work**

Goal 3 of Metro Vancouver 2040: Shaping our Future (Metro 2040), the regional growth strategy, contains strategies to reduce greenhouse gas (GHG) emissions and to manage risks associated with climate change and other natural hazards. As part of a comprehensive update to Metro 2040, staff are conducting several thematic policy reviews. The purpose of the Climate and Natural Hazards Policy Review is to strengthen climate mitigation, climate adaptation and natural hazard policies throughout the regional growth strategy. The engagement opportunities and deliverables will be shared to support both Metro 2050 (the update to Metro 2040), and Climate 2050. It is anticipated that the Climate and Natural Hazards Policy Review will take approximately 8 months to complete and the Regional Planning Committee will be updated at that time.

### **5.4 Metro 2040 Environment Policy Review – Update on Policy Option Development**

On October 21, 2019 staff circulated a survey to Regional Planning Advisory Committee members and associates via email and requested feedback on six high level environmental land use policy ideas. Staff received 11 responses expressing general support for consideration of all six policy ideas in the Environment Policy Review. Staff will provide the Committee with an update on the Metro 2040 Environment Policy Review mid-2020 and Metro 2050 policy recommendations for its consideration in the third quarter of this year.

### **5.5 Updating Metro 2040's Housing Demand Estimates**

Table A.2 of Metro 2040 sets out Housing Demand Estimates to assist Metro Vancouver's municipalities when preparing Regional Context Statements and Housing Action Plans, and is used to support Metro Vancouver's regional planning and utility planning functions. Regional Planning staff are undertaking an update to the Housing Demand Estimates and its projection methodology to provide current data to support the update to Metro 2040 and TransLink's new Regional Transportation Strategy. This project will be finalized and will be presented for the Committee's consideration by February of 2021.

## **5.6 Results of the Regional Stakeholder Workshop and Transport 2050 Phase 1 Engagement Survey and Key Findings for Metro 2050**

Metro Vancouver and TransLink have been working together on engagement activities to support the development of Metro 2050 and Transport 2050. The results of these engagement activities and key findings for the development of Metro 2050 are summarized in this report.

### **Finance and Intergovernment Committee – February 12, 2020**

Information Items:

## **5.7 Metro Vancouver's 2019 Zero Waste Conference**

On October 30 and 31, 2019, over 500 people participated in the 2019 Zero Waste Conference, hosted by Metro Vancouver and the National Zero Waste Council. The program was filled with unique perspectives, valuable insights and inspirational messages that attracted a diverse audience of individuals from government, business, academia and NGOs interested in waste prevention and a transition to a circular economy. With these kind of individuals present, the Conference was a unique and rewarding learning and networking environment – one that was enhanced in 2019 by a new conference app and informal opportunities for participants to network during breaks in the program. The conference also provided an opportunity to influence planning for Canada's hosting of the World Circular Economy Forum in 2020, with a closing panel of Canadian leaders in circular economy engaging with each other and the audience on how to mobilize for success in creating a Circular Canada.

## **5.8 2019 International Events**

This report brings forward an update on 2019 International Events attended as part of the Leadership and Engagement program. In accordance with the Board adopted Leadership and Engagement Policy, Metro Vancouver will participate, at both a national and at an international level, in events that promote Metro Vancouver in a leadership role or that provide opportunity for engagement and continuous improvement in the advancement of organizational goals.

# **Greater Vancouver Water District**

## **E 1.1 2020 Water Sustainability Innovation Fund Applications**

**APPROVED**

The Climate Action Committee is responsible for overseeing the Sustainability Innovation Funds and for making all funding recommendations to the respective Boards. This report presents three projects recommended for funding, totaling \$950,000 over three years, which will be funded through the Water Sustainability Innovation Fund. The three projects include advancement of methods to monitor water disinfection by-products, an earthquake early warning pilot project, and enhancements to the water flow monitoring network.

The Board approved the allocation from the Water Sustainability Innovation Fund for the following projects:

- UV Transmittance Analyzers for Continuous Monitoring of Disinfection By-Products: \$500,000 over three years starting in 2020
- Earthquake Early Warning and Strategic Response System Pilot: \$270,000 over two years starting in 2020
- Enhancing the Data Processing of the Water Flow Metering Network: \$180,000 over two years starting in 2020

#### **G 1.1 Metro Vancouver Signing Officers Amending Bylaws – MVRD, GVS&DD and GVWD      APPROVED**

Board-approved bylaws were adopted to establish authority for the execution of financial matters relating to Metro Vancouver’s Districts. The Districts are currently functioning under the existing bylaw. The previous Signing Officer Bylaws are in need of updating for position titles and modern banking practice language. A reduction in the number of positions with signing authority was also desired to reduce the administrative maintenance for individuals that would not likely be called on to sign documents.

The Board gave first, second and third readings to Greater Vancouver Water District Financial Services Administration and Signing Authority Amending Bylaw No. 252, 2020, then passed and finally adopted said bylaw.

#### **I 1 Committee Information Items & Delegation Summaries      RECEIVED**

The Board received an information item from the February 13, 2020 Water Committee meeting:

##### **5.2 Water Use by Sector in Metro Vancouver: 1985 – 2017**

The “GVWD and Local Government Water Use by Sector Report 1985 - 2017” outlines the trends in water use by sector in the Metro Vancouver region.

Per capita water consumption has steadily declined since 1985, keeping annual average water consumption relatively steady despite a growing regional population. In more recent years, there are indications that per capita reductions are stabilizing, resulting in a gradual overall increase in annual water consumption emphasizing the need for continued effort on water conservation initiatives.

In 2017, it is estimated that the residential sector accounted for approximately 58 percent of the total water use in the region. Industrial, commercial, institutional, and agricultural sectors accounted for approximately 5, 13, 5, and 2 percent of total water use, respectively. Within non-residential sectors, retail stores, businesses/offices and warehouses were among the top end users of water in the region.

Water use by sector trends in the region provide valuable information for utility planning and the development of water conservation and efficiency programs. Historical water use patterns in the region can inform planning and implementation of GVWD and local government water management practices.

## **Greater Vancouver Sewage and Drainage District**

### **E 1.1 Award of Contract Resulting from Request for Proposal No. 19-194: Construction Services - Burnaby Lake North Interceptor No. 2 – Phase 2 – Open Cut Section** **APPROVED**

The construction of Burnaby Lake North Interceptor No. 2 - Phase 2 - Open Cut Section is required to enhance sewer capacity in the City of Burnaby. The project consists of installation of approximately 880 linear metres of reinforced concrete sanitary sewer pipe via open cut methods in Burnaby, BC. A Request for Proposal was issued to five prequalified contractors on October 10, 2019 and three submissions were received. After the evaluation process, JJM Construction Ltd. had the highest ranked proposal.

The Board approved the award of a contract for an amount of up to \$16,599,950 (exclusive of taxes) to JJM Construction Ltd. resulting from Request for Proposal No. 19-194.

### **E 2.1 Construction Contract Award Resulting from Request for Proposal (RFP) No. 19-313: Construction of a Completed Recycling and Solid Waste Drop-off Facility** **APPROVED**

Metro Vancouver is initiating the construction of the Surrey Recycling and Waste Drop-Off Facility at 6711 154th Street, Surrey. This facility will address a service gap and enhance the Metro Vancouver network of solid waste facilities in this growing area of the region.

Six experienced firms were shortlisted from Request for Qualifications No. 19-063 and invited to respond to RFP No. 19-313 for facility construction. The RFP closed on December 19, 2019 and five firms submitted proposals. Based on the evaluation of the proposals, Clark Builders was identified as the highest ranked and offered the lowest fee proposal.

The Board approved the award of a contract in the amount of up to \$25,575,000 (exclusive of taxes) to Clark Builders resulting from Request for Proposal (RFP) No. 19-313.

Furthermore, the Board directed staff to report back in advance of the opening of the new Coquitlam Transfer Station and the Surrey Recycling and Waste Drop-Off with details of Metro Vancouver's transfer station recycling depot funding model and any proposed updates to the model to ensure equitable funding of regional and municipal depots.

### **E 2.2 Consulting Contract Amendment: Phase D: Construction Administration and Post Construction Services for Surrey Recycling and Waste Drop-Off Facility** **APPROVED**

Metro Vancouver is initiating the construction of the Surrey Recycling and Waste Drop-Off Facility at 6711 154th Street, Surrey. This facility will expand the Metro Vancouver network of solid waste facilities, filling a service level gap in this growing area of the region.

Request for Qualifications No. 17-090 for Engineering Services was awarded to Morrison Hershfield in December 2017. The services proposed in the RFQ included four phases: Phase A: Conceptual Design and Design Basis Memorandum, Phase B: Preliminary Design, Phase C: Detailed Design and Tender Package, and Phase D: Construction Administration and Post Construction Services.



The proposed contract amendment for an amount of up to \$2,576,631 (exclusive of taxes) will authorize Morrison Hershfield to proceed with Phase D, including construction administration, commissioning and oversight services for the project. This represents a total consulting expenditure of \$4,967,544.

The Board approved the award of Phase D: Construction Administration and Post Construction Services for an amount of up to \$2,576,631 (exclusive of taxes) to the Phase A, B and C consultant, Morrison Hershfield Limited, for the Surrey Recycling and Waste Drop-Off Facility project.

### **E 3.1 2020 Liquid Waste Sustainability Innovation Fund Application**

**APPROVED**

The Climate Action Committee is responsible for overseeing the Sustainability Innovation Funds, and for making all funding recommendations to the respective Boards. This report presented one project recommended for funding, totaling \$330,000 over three years, which will be funded through the Liquid Waste Sustainability Innovation Fund. The project proposes the use of handheld microbial DNA monitoring to more effectively detect wastewater treatment plant issues.

The Board approved the allocation from the Liquid Waste Sustainability Innovation Fund of \$330,000 over three years starting in 2020 for the Handheld Wastewater Microbial DNA Monitor project.

### **G 1.1 Metro Vancouver Signing Officers Amending Bylaws – MVRD, GVS&DD and GVWD**

**APPROVED**

Board-approved bylaws were adopted to establish authority for the execution of financial matters relating to Metro Vancouver's Districts. The Districts are currently functioning under the existing bylaw. The previous Signing Officer Bylaws are in need of updating for position titles and modern banking practice language. A reduction in the number of positions with signing authority was also desired to reduce the administrative maintenance for individuals that would not likely be called on to sign documents.

The Board gave first, second and third readings to Greater Vancouver Sewerage and Drainage District Financial Services Administration and Signing Authority Amending Bylaw No. 334, 2020, then passed and finally adopted said bylaw.

### **G 2.1 Disposal of Out of Region & International Waste at the Waste-to-Energy Facility**

**APPROVED**

Metro Vancouver's Tipping Fee Bylaw sets rates and requirements at regional solid waste facilities. Under the bylaw, the Board may authorize disposal of municipal solid waste from outside of Metro Vancouver at the Waste-to-Energy Facility. Metro Vancouver periodically receives requests to dispose of waste from outside of the region, including international waste.

The Board approved amending the Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017 to delegate authority to the General Manager of Solid Waste Services to approve requests to receive up to 1,500 tonnes per year per generator of out of region waste and international waste, and to apply the Special Handle Waste tipping fee of \$250 per tonne to Out of Region Waste. The Board gave first, second and third readings to the amending bylaw then passed and finally adopted said bylaw.

## **Metro Vancouver Housing Corporation**

### **E 1.1 Metro Vancouver Housing Corporation Tenant Selection Policy Revision**

**APPROVED**

Metro Vancouver Housing is undertaking a review of all its policies to ensure clarity and consistency. The Tenant Selection Policy has been updated to consolidate a number of individual policies, update income and asset limits to further align with BC Housing, and provide greater clarity for staff and tenants. It establishes consistent criteria to ensure Metro Vancouver Housing tenants are matched with housing that is equitable and appropriate, prioritizing very low to moderate income households to align with the vision in the Metro Vancouver Housing 10-Year Plan. The Board approved the revised Tenant Selection Policy as presented in the report.

### **E 1.2 Metro Vancouver Housing Redevelopment Plan**

**APPROVED**

The Metro Vancouver Housing 10-Year Plan sets key targets for Metro Vancouver Housing over the next decade, including targets for redevelopment and maintenance of its existing housing sites. The Metro Vancouver Housing Redevelopment Plan represents a critical next step in implementing the 10-Year Plan by outlining a process to assess and prioritize existing housing sites for redevelopment or renewal over time. The Redevelopment Plan provides an objective approach for how the organization will consider complex trade-offs and guide investment decisions. The Board approved the Metro Vancouver Housing Redevelopment Plan as presented.

### **I 1 Committee Information Items & Delegation Summaries**

**RECEIVED**

The Board received a delegation summary from the February 5, 2020 Housing Committee meeting, from Lisa Nissanov, Team Manager, Reaching Home, Vancity Community Foundation.



## Community Safety Committee

Date: Tuesday, March 10, 2020

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Carol Day  
Councillor Kelly Greene  
Councillor Alexa Loo  
Councillor Harold Steves

Also Present: Councillor Chak Au  
Councillor Linda McPhail  
Councillor Michael Wolfe

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Community Safety Committee held on February 11, 2020, be adopted.*

**CARRIED**

1. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – JANUARY 2020**

(File Ref. No. 12-8060-01/20) (REDMS No. 6397891)

In response to queries from Committee, staff noted that (i) bylaw patrols are conducted jointly with the Regional Animal Protection Society (RAPS), (ii) there are 8 full-time officers who patrol parking, and (iii) Bylaws is not aware of any current homeless camps in the Hamilton area.

**Community Safety Committee**  
**Tuesday, March 10, 2020**

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It was moved and seconded

*That the staff report titled "Community Bylaws Monthly Activity Report – January 2020", dated February 12, 2020, from the General Manager, Community Safety, be received for information.*

**CARRIED**

**2. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – JANUARY 2020**

(File Ref. No. 99-Fire Rescue/2020) (REDMS No. 6406740)

In response to queries from Committee, Fire Chief Tim Wilkinson, Richmond Fire-Rescue (RFR) noted that new fire-fighter positions have been hired for 2020 and RFR will begin the hiring process this summer for the year 2021. Fire Chief Wilkinson further noted that RFR has provided assistance to people residing in recreational vehicles by assisting with smoke alarms and providing warm blankets.

In response to further queries from Committee, staff noted that (i) there has been progress in the clean-up of the property on No. 3 Road, (ii) Law has recommended that the City provide Mr. Fairhurst additional time to clean up his property, (iii) RFR regularly visits schools to discuss emergency management pods and access issues, and (iv) BC Ambulance categorizes over 2000 different medical call types.

It was moved and seconded

*That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – January 2020", dated February 10, 2020, from the Fire Chief, be received for information.*

**CARRIED**

**3. FIRE CHIEF BRIEFING**

(Verbal Report)

None.

**Community Safety Committee**  
**Tuesday, March 10, 2020**

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4. **RCMP MONTHLY ACTIVITY REPORT – JANUARY 2020**

(File Ref. No. 09-5000-01/2020) (REDMS No. 6397885 v. 3)

Superintendent Will Ng, Richmond RCMP, spoke to the staff report and highlighted statistics from violent crime, property crime and mental health.

In response to queries from Committee, Superintendent Ng noted that (i) the incident along Highway 99 involving a pedestrian was deemed a suicide, (ii) the incident at the Hamilton Community Centre was mental health related, (iii) Richmond RCMP aim to provide an increased police presence in the Hamilton area, and (iv) Richmond schools use a “hold and secure” protocol as a safety precaution.

It was moved and seconded

*That the staff report titled “RCMP Monthly Activity Report – January 2020”, dated February 10, 2020, from the Officer in Charge, Richmond RCMP Detachment, be received for information.*

**CARRIED**

5. **2019-2020 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN THIRD QUARTER RESULTS (OCTOBER 1 TO DECEMBER 31, 2019)**

(File Ref. No. 09-5000-01/2020) (REDMS No. 6388579 v. 4)

Superintendent Will Ng highlighted statistics in the report.

In response to queries from Committee, Superintendent Ng noted that (i) Richmond RCMP will increase the Economic Crime Unit by 2 members, (ii) speed signs are positively impacting driving behaviour, (iii) vehicles are impounded for excessive speeding, (iv) home-based currency exchanges are a legal business, and (v) Bylaws staff will look into the bylaws regarding home-based businesses.

It was moved and seconded

*That the staff report titled “2019-2020 Richmond RCMP Detachment Annual Performance Plan Third Quarter Results (October 1 to December 31, 2019)”, dated February 3, 2020, from the Officer in Charge, Richmond RCMP Detachment, be received for information.*

**CARRIED**

6. **RCMP/OIC BRIEFING**

(Verbal Report)

None.

**Community Safety Committee**  
**Tuesday, March 10, 2020**

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**7. MANAGER'S REPORT**

***Community Police Station***

Cecilia Achiam, General Manager, Community Safety informed Council that the City Centre Community Police Station is set to open April 22, 2020.

**ADJOURNMENT**

It was moved and seconded

***That the meeting adjourn (4:34 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 Tuesday, March 10, 2020.

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Councillor Bill McNulty  
Chair

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Stephanie Walrond  
Legislative Services Coordinator



## 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

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### 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;***



**General Purposes Committee**  
**Monday, March 16, 2020**

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- (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 Manger, 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**

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**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**

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- (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**

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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.

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Mayor Malcolm D. Brodie  
Chair

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Sarah Goddard  
Legislative Services Coordinator



## Public Works and Transportation Committee

Date: Tuesday, March 17, 2020

Place: Anderson Room  
Richmond City Hall

Present: Councillor Chak Au, Chair  
Councillor Alexa Loo  
Councillor Linda McPhail  
Councillor Michael Wolfe

Absent: Councillor Kelly Greene

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Public Works and Transportation Committee held on February 19, 2020, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

April 21, 2020, (tentative date) at 4:00 p.m. in the Anderson Room

The Chair requested an update to impacts related to the COVID-19 pandemic, and staff provided the following information:

- the Province has declared a Public Health Emergency and has closed all schools;
- a City state of emergency would allow the City to expedite acquisition and delivery of resources; however such a state has not been initiated;
- the City has not seen elevated levels of staff absenteeism;
- garbage collection in the city is anticipated to proceed as normal;

## Public Works & Transportation Committee

### Wednesday, February 19, 2020

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- there is currently minimal impact to on-going City maintenance and construction works; however staff will prioritize activities as required;
- staff are encouraged to work from home if possible and to stay home when sick; and
- active construction and maintenance sites are secured when not staffed; and
- residents are encouraged to access City services remotely such as through the RichmondBC mobile app.

## PLANNING AND DEVELOPMENT DIVISION

### 1. **QUADRICYCLE BUSINESS – PROPOSED BYLAW AMENDMENTS TO PERMIT PERMANENT OPERATION**

(File Ref. No. 12-8275-06) (REDMS No. 6400125 v. 5)

In reply to queries from Committee on the proposed quadricycle route, staff noted that an extension of the route to include other heritage sites in the Britannia Shipyard area is possible.

Discussion ensued with regard to acquiring feedback from businesses in the area and informing the operator of proposed route extensions, and as a result, the following **motion** was introduced:

It was moved and seconded

*That the quadricycle route options as proposed in the staff report “Quadricycle Business – Proposed Bylaw Amendments to Permit Permanent Operation”, dated January 31, 2020, from the Acting Director, Transportation, be extended to include Steveston Heritage sites.*

**CARRIED**

It was moved and seconded

(1) *That Business Licence Bylaw No. 7360, Amendment Bylaw No. 10145, to add a definition of a quadricycle operation, be introduced and given first, second and third reading;*

(2) *That Vehicle For Hire Bylaw No. 6900, Amendment Bylaw No. 10128, as amended, to add regulations and requirements for the operation of a quadricycle, be introduced and given first, second and third reading; and*

**Public Works & Transportation Committee**  
**Wednesday, February 19, 2020**

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- (3) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10143, which quantifies the Vehicle for Hire business fee for a quadricycle operation, be introduced and given first, second and third reading.*

**CARRIED**

**2. ICBC-CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM – 2020 UPDATE**

(File Ref. No. 01-0150-20-ICBC1-01) (REDMS No. 6372030 v. 3)

It was moved and seconded

- (1) *That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled “ICBC-City of Richmond Road Improvement Program – 2020 Update,” dated January 23, 2020 from the Director, Transportation, be endorsed for submission to the ICBC 2020 Road Improvement Program for consideration of cost-share funding; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly.*

**CARRIED**

**ENGINEERING AND PUBLIC WORKS DIVISION**

**3. MITCHELL ISLAND ENVIRONMENTAL STEWARDSHIP INITIATIVES UPDATE**

(File Ref. No. 10-6175-04-01) (REDMS No. 6397888 v. 7)

Discussion ensued with regard to (i) monitoring air quality, soil and runoff from the island, (ii) monitoring non-compliant land owners and the potential issuance of fines, and (iii) acquiring grant funding for the initiative through the Federation of Canadian Municipalities.

It was moved and seconded

- (1) *That the Mitchell Island Stormwater Infrastructure Feasibility Study proposed within the staff report titled “Mitchell Island Environmental Stewardship Initiatives Update”, dated February 20, 2020 from the Director, Sustainability and District Energy, be endorsed and a funding application to conduct a feasibility study be prepared and submitted to the Federation of Canadian Municipalities’ Green Municipal Fund; and*

**Public Works & Transportation Committee**  
**Wednesday, February 19, 2020**

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- (2) *That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to enter into funding agreements with the Federation of Canadian Municipalities should the project be approved for funding, as outlined in the report titled "Mitchell Island Environmental Stewardship Initiatives Update", dated February 20, 2020, from the Director, Sustainability and District Energy, and that the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly.*

**CARRIED**

4. **PROPOSED SOUTH ARM JETTY TIDAL MARSH PROJECT:  
PROVINCIAL LAND TENURE APPLICATION**

(File Ref. No. 10-6150-11-01) (REDMS No. 6423982)

It was moved and seconded

*That, for the purposes of environmental enhancement and consistency with the City's Flood Protection Management Strategy, the Vancouver Fraser Port Authority's Provincial Land Tenure Application for a 30 year lease, as identified in the "Proposed South Arm Jetty Tidal Marsh Project: Provincial Land Tenure Application" report dated March 3, 2020, from the Director, Sustainability and District Energy, be endorsed.*

The question on the motion was not called as discussion ensued with regard to (i) the proposed project's potential impact to existing marshland and loss of animal habitat in the area, (ii) flood protection and erosion mitigation benefits of the proposed project, and (iii) terms of the proposed land tenure application.

In reply to queries from Committee, staff noted that the City is not obligated to provide comment on the project and that the recommendation focuses on the proposed land tenure application for a 30 year lease and not a general endorsement of Port of Vancouver activities.

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

It was moved and seconded

*That the word "endorsed" be replaced with the word "supported".*

**CARRIED**



**Public Works & Transportation Committee**  
**Wednesday, February 19, 2020**

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The question on the main motion, which reads as follows:

*That, for the purposes of environmental enhancement and consistency with the City's Flood Protection Management Strategy, the Vancouver Fraser Port Authority's Provincial Land Tenure Application for a 30 year lease, as identified in the "Proposed South Arm Jetty Tidal Marsh Project: Provincial Land Tenure Application" report dated March 3, 2020, from the Director, Sustainability and District Energy, be supported.*

was then called and it was **CARRIED**.

5. **MANAGER'S REPORT**

None.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:35 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Tuesday, March 17, 2020.

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Councillor Chak Au  
Chair

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Evangel Biason  
Legislative Services Coordinator



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Cecilia Achiam  
General Manager, Community Safety  
**Date:** February 14, 2020  
**File:** 09-5350-01/2019-Vol  
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	
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>
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"/>
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 
<b>APPROVED BY CAO</b> 	

## 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)

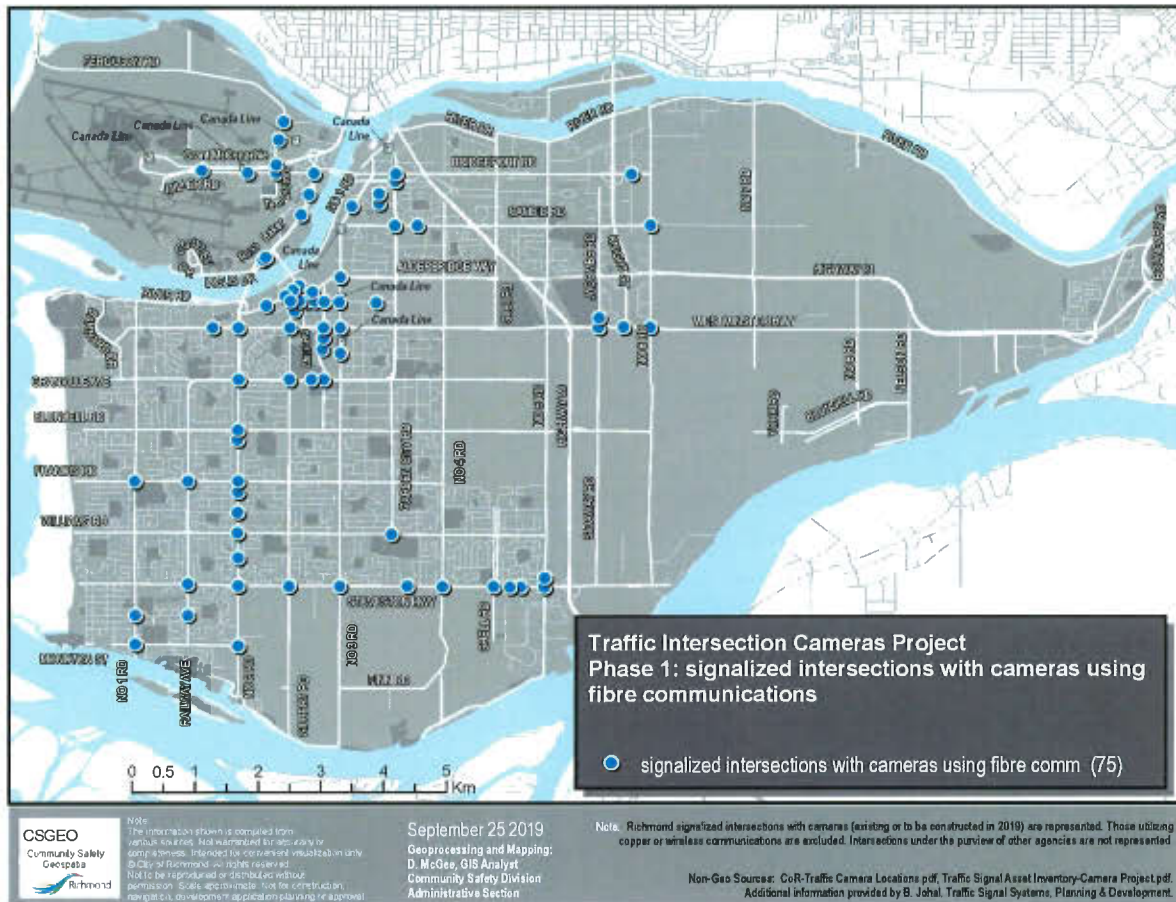
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- Att. 1: Table 1: Summary of the Proposed Expedited Traffic Intersection Cameras Project Implementation Schedule
- 2: Phase 1- 75 Signalized Intersections with Fibre Optic Cable and Data Storage
  - 3: Phase 2 - 35 Additional Cameras (Not on Fibre 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

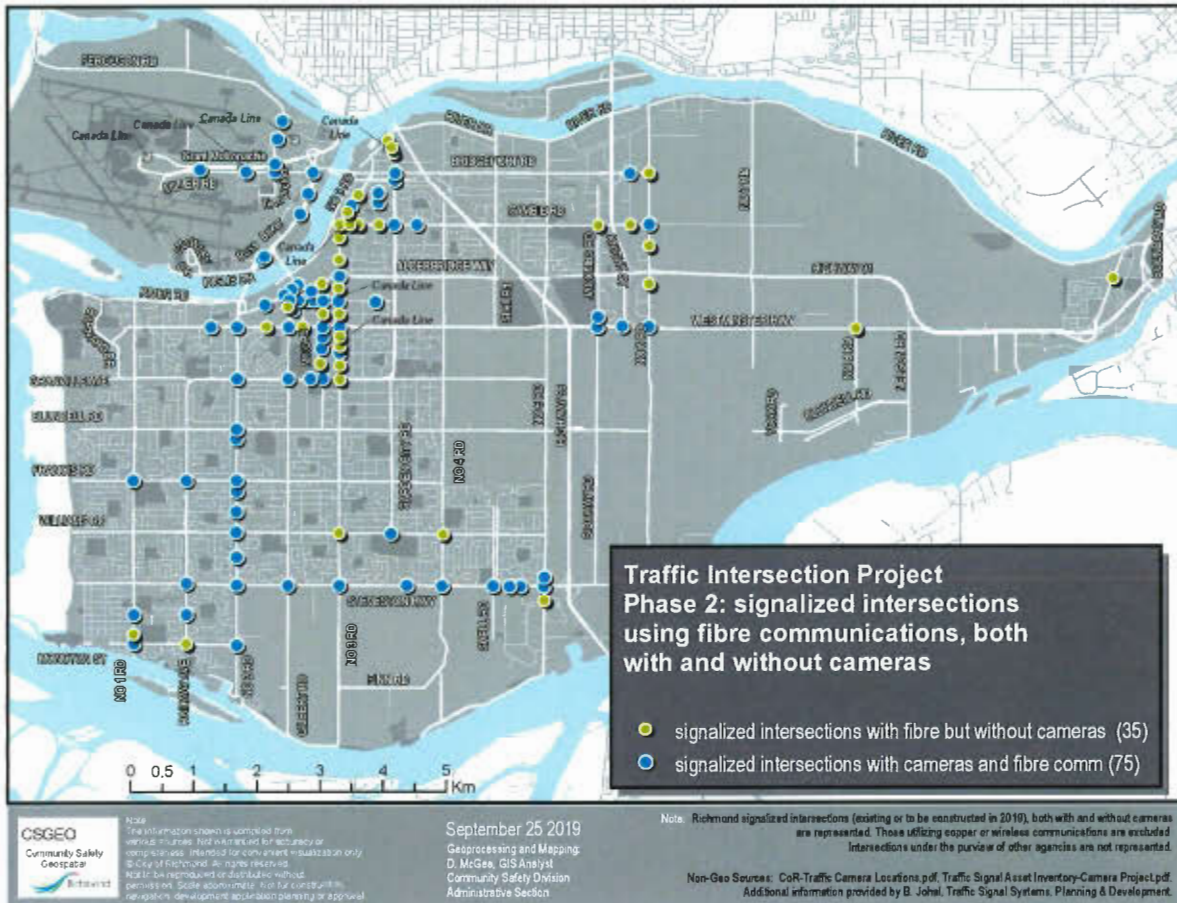
**Table 1: Summary of the Proposed Expedited Traffic Intersection Cameras Project Implementation Schedule**

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"> <li>• Network storage, software and equipment procurement process</li> <li>• Installation of network storage for the full system built out</li> <li>• Installation and activation of 75 existing intersections connected to fibre optic network</li> <li>• Systems testing</li> <li>• 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</li> <li>• 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</li> </ul>	<p>Initiated/Q1 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q3 2020</p> <p>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"> <li>• Equipment procurement process</li> <li>• Camera and software installation at intersections currently with no cameras but are connected to the existing City fibre optic network</li> <li>• Installation and testing of equipment and software</li> <li>• Development of OIPC recommended privacy and information security related operational protocols</li> <li>• Continue negotiations with the federal government and VAA to reach an agreement</li> <li>• Recruitment of the Traffic Signal Systems Technologist (Technologist)</li> <li>• 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.)</li> <li>• Development an online public video request system</li> <li>• Training of Technologist</li> <li>• Processing requests from internal and external clients for Traffic Intersection Cameras video footage</li> </ul>	<p>Not started/ Q4 2020</p> <p>Not started/ Q4 2020</p> <p>Not started/ Q4 2020</p> <p>Initiated</p> <p>Initiated</p> <p>Not started/Q2 2020</p> <p>Not started/Q2 2020</p> <p>Not started/Q3 2020</p> <p>Not started/Q4 2020</p> <p>depending on successful recruitment</p> <p>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"> <li>• Gradual installation of additional Traffic Intersection Cameras network in step with the build out of the City's fibre optic network</li> </ul>	<p>Not started/Starting Q4 2020 and on-going until completion</p>

## 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.


Sample Online Request Form

Event Location

Event Date


Event Time

Preview *Optional*



Back

Next



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

Location and Event Summary

Location, Date and Time

Location of Event

Event Date

Event Time

Event Information

Requested By

Event Description

Upload a Document - *Optional*

Edit

Print

Print

Individual

RCMP Police/ICBC SUI

RCMP

ICBC Adjuster

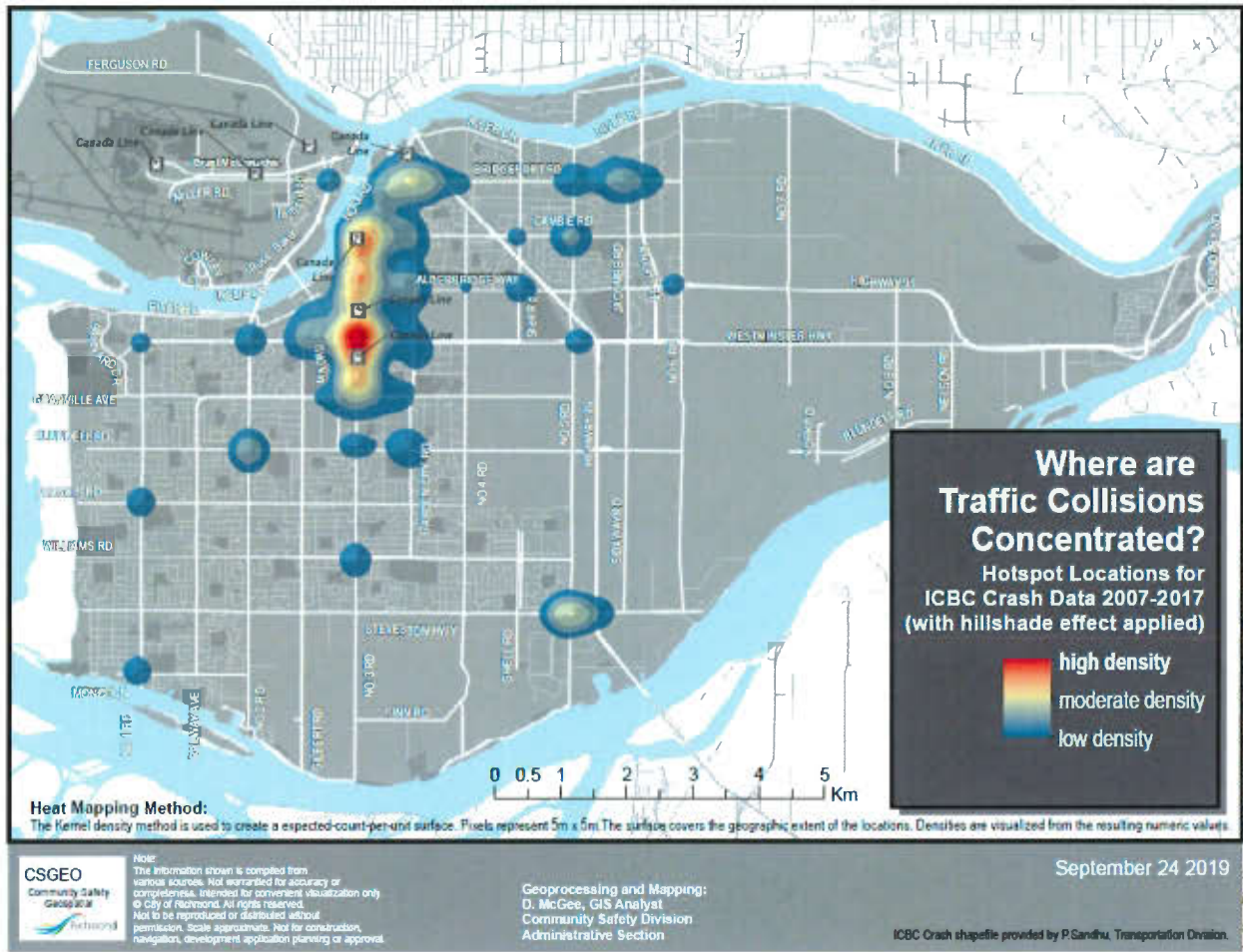
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Upload

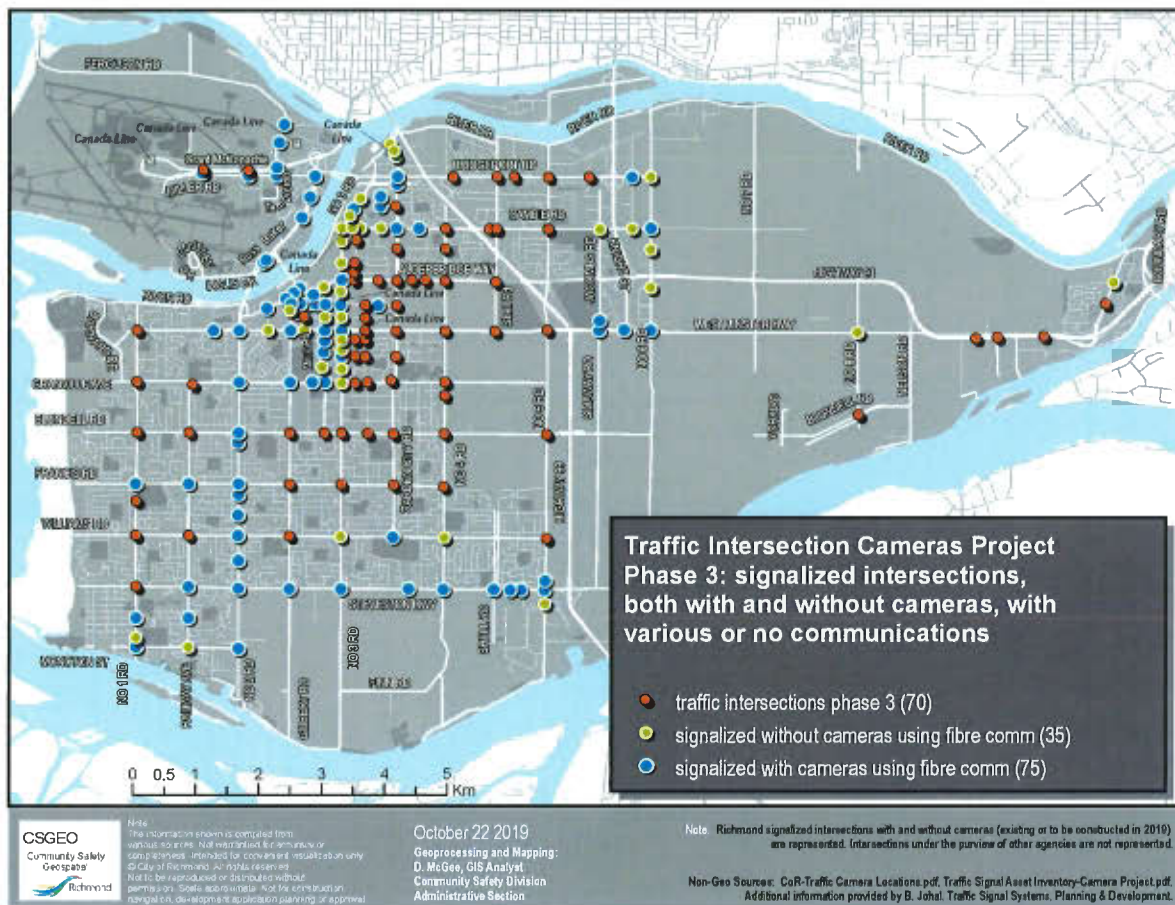
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## Historical Density of Traffic Collisions (2007-2017)



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







**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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

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



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Kim Somerville  
Director, Community Social Development  
**Re:** Cities #WithRefugees Campaign

**Date:** February 19, 2020  
**File:** 07-3300-01/2020-Vol  
01

### Staff Recommendation

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.

Kim Somerville  
Director, Community Social Development  
(604-247-4671)

Att. 1

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

## Staff Report

### Origin

On World Refugee Day 2018, the United Nations High Commission for Refugees (UNHCR) launched the Cities #WithRefugees campaign that invited cities from all over the world who are working to promote inclusion, support refugees and bring communities together, to sign a statement of solidarity for refugees (Attachment 1). This global initiative seeks to amplify the efforts of cities who are creating inclusive communities where everyone can live in safety and contribute to and participate in their local community. Over 200 cities have endorsed the statement, including 15 Canadian cities such as Vancouver, Surrey, Port Moody, Toronto, and Victoria.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 – One Community Together:

*Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.*

This report supports the Social Development Strategy 2013 – 2022 Strategic Direction #5 – Build on Richmond's Cultural Diversity:

*19.1 Encouraging collaborative approaches to ensure that Richmond remains a welcoming and integrated community, while respecting the desires of immigrant groups to maintain their own cultures.*

This report supports the Cultural Harmony Plan 2019–2029 Strategic Direction #4 – Communication and Community Engagement:

*4.5 Develop and implement an awareness campaign about the benefits of an inclusive community and recognize the contributions long-time residents and recent immigrants have made to Richmond's vibrant community.*

### Findings of Fact

The Cities #WithRefugees statement of solidarity describes the important role cities play in creating inclusive communities for refugees who are forced to flee their countries to escape violence and persecution. With nearly two out of three refugees settling in an urban area, cities are at the forefront of the refugee crisis. Welcoming refugees creates opportunities for economic, civic, and social growth as communities benefit from the diversity of experiences and ideas refugees bring. As cities continue to improve their infrastructure, services, and administrative systems to incorporate large inflows of new residents, cities must create spaces where everyone can feel safe, become self-reliant and participate in all aspects of their community. The statement concludes with a call to join UNHCR and 200 other countries to stand #WithRefugees. No additional activities by the City are required to be a part of this campaign.

## Analysis

### Refugee population in Richmond

Richmond continues to welcome refugees in the community each year through both private sponsorship and government-assisted sponsorship. According to the 2016 Census, there were 3,465 residents under the refugee category who arrived in Richmond between 1980 and 2016 (the period when this data was collected by Statistics Canada). The table below shows the leading countries of birth for refugees to Richmond.

### **Leading Countries of Birth for Refugees Living in Richmond (1980-2016)**

Country of Birth	Number of Refugees	Country of Birth	Number of Refugees
China	685	Poland	150
Vietnam	455	Somalia	125
Iran	300	Syria	115
Iraq	260	El Salvador	115
Afghanistan	150	Sri Lanka	55

*Source: Statistics Canada, 2016*

### Collaboration and Partnerships

The City actively participates in Richmond's Community Collaboration Table, also known as Richmond's Local Immigration Partnership (LIP), to enhance collaboration, coordination and strategic planning at the community level in order to foster welcoming and inclusive communities and improve settlement and integration outcomes for immigrants and refugees. The City is also a member of the Inter-Government Committee on Settlement which is composed of federal, provincial and local staff representatives to discuss emerging issues related to immigrant and refugee settlement and integration. This ensures that proper supports are in place for newcomers and the service system is working collaboratively to identify and address any needs as they arise.

### Alignment with the Council-adopted Cultural Harmony Plan 2019–2029

City Council adopted the Cultural Harmony Plan 2019–2029 on November 25, 2019. The purpose of this ten-year plan is to identify innovative and collaborative approaches to strengthen intercultural connections among Richmond residents, provide City programs and services that address the needs of the city's diverse population, and remove barriers to participation for Richmond residents. One of the priority actions in this plan is to develop and implement an awareness campaign about the benefits of an inclusive community and recognize the contributions of long-time residents and recent immigrants to Richmond's vibrant community. By signing the Cities #WithRefugees pledge, the City is demonstrating its commitment to raising

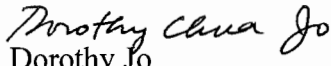
awareness of the plight of refugees around the world and the value they bring to cities such as Richmond.

**Financial Impact**

None.

**Conclusion**

The UNHCR Cities #WithRefugees Campaign seeks to raise awareness of the 71 million refugees around the world and the benefits they bring to their local communities. The City's participation in this campaign is an acknowledgement of our values and is in line with the work the City is already undertaking, particularly the adoption of the Cultural Harmony Plan 2019–2029. The plan demonstrates the City's commitment in building a welcoming and inclusive community for all Richmond residents. The City can further demonstrate this commitment by joining in a statement of solidarity with refugees, alongside 200 other cities in the world.

  
Dorothy Jo  
Inclusion Coordinator  
(604-276-4391)

Att. 1: UNHCR Cities #WithRefugees Statement

Please consider supporting #WithRefugees Campaign by joining the Cities #WithRefugees initiative. The Cities #WithRefugees initiative seeks to amplify the efforts of cities who are creating inclusive communities where everyone can live in safety, become self-reliant, and contribute to and participate in their local community.

UNHCR through its #WithRefugees Campaign will showcase the solidarity that so many cities around the world have demonstrated towards refugees. The Cities #WithRefugees statement of solidarity was released on World Refugee Day 2018 on June 20<sup>th</sup> with 60 cities signing the statement. ***Cities can continue to sign onto the document to send a strong message of global grass roots solidarity for families forced to flee [here](#).***



### Cities #WithRefugees Statement

We, mayors and local authorities from around the world, stand #WithRefugees. The role of towns, cities and counties in creating inclusive communities and promoting hope has never been as important.

Today, over 25 million people worldwide are living outside their countries to escape violence and persecution. Refugees leave nearly everything behind to seek safety: their homes, their jobs, and sometimes even their families. Despite the unimaginable sacrifices refugees make to find safety, many keep their hopes and dreams for the future. Refugees' will to survive and their drive to help their families and communities prosper are not easily extinguished by adversity.

When refugees arrive to a new country, nearly two out of three settle in an urban area. As cities, we are undeniably at the forefront of refugee crises, and our communities benefit from their tenacity and courage. Welcoming refugees creates opportunities for economic, civic and social growth. The diversity of experiences and ideas refugees bring spurs creativity and innovation. For example, both Albert Einstein and Sergey Brin were refugees. Their contributions did not just change our communities; they changed the course of human history.

As cities, we are constantly working to improve our infrastructure, services, and administrative systems in order to meet governance challenges, such as incorporating large inflows of new residents. This work is critical to our shared future. As leaders, we have a responsibility to receive and include new residents with care in order for our cities to become stronger and more resilient to change. Ultimately, those among us who rise to this call for leadership will reap the benefits of societies that are the most productive, the most modern, and the most filled with promise.

As local authorities, we shoulder the enormous responsibility of providing access to housing, health care, education, skills training, and employment opportunities for newcomers and long-term residents alike. Solutions to refugee crises start at the local level and require that everyone plays a part: every city, every neighbourhood, and every individual can contribute. As leaders, we must create spaces where everyone can live in safety, become self-reliant, and contribute to and participate in their local community.

The vital work that cities do can be a model for others, forging a path forward as national governments create and adopt a Global Compact on Refugees to strengthen international crisis response. Our work as mayors and city authorities is primarily local, but when we are united in purpose with each other and our refugee residents, the impact of our solidarity will be global.

Join us and stand #WithRefugees. Together we can make a world of difference.

Aix-les-Bains, France  
Albury City, Australia  
Altena, Germany  
Amsterdam, Netherlands  
Ann Arbor, MI, USA  
Athens, Greece  
Bankstown, Australia  
Barcelona, Spain  
Berbera, Somaliland/Somalia  
Berlin, Germany  
Bosaso-district, Somalia  
Bradford, UK  
Braga, Portugal  
Brighton, UK  
Bristol, UK  
Brussels, Belgium  
Byron, Australia  
Cardinia, Australia  
Casino, Australia  
Chicago, IL, USA  
Chula Vista, CA, USA  
Dallas, TX, USA  
Darebin, Australia  
Dire Dawa, Ethiopia  
Evanston, IL, USA  
Galway, Ireland  
Greater Dandenong, Australia  
Hargeisa, Somaliland  
Hobart, Australia  
Jackson, WY, USA  
Kalumbila town Council, Zambia  
Kampala, Uganda  
Kortrijk, Belgium  
Lane Cove, Australia  
Leicester, UK  
Livadia, Greece  
Ljubljana, Slovenia

London, England  
Los Angeles, CA, USA  
Madison, WI, USA  
Madrid, Spain  
Manchester, UK  
Melbourne, Australia  
Mexico City, Mexico  
Milan, Italy  
Mogadishu, Somalia  
Montevideo, Uruguay  
Montgomery County, MD, USA  
Namur, Belgium  
New York, NY, USA  
Nicosia, Cyprus  
Paterson, NJ, USA  
Philadelphia, PA, USA  
Providence, RI, USA  
Queanbeyan, Australia  
Randwick, Australia  
Rochester, NY, USA  
Ryde, Australia  
Saltillo, Mexico  
São Paulo, Brazil  
Saskatoon, Canada  
Sheffield, UK  
South Orange, NJ, USA  
St. Louis, MO, USA  
St. Paul, MN, USA  
Sydney, Australia  
Torino, Italy  
Toronto, Canada  
Union City, CA, USA  
València, Spain  
Vancouver, Canada  
Victoria, Canada  
Vienna, Austria  
Warsaw, Poland  
Whittlesea, Australia





# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee  
**From:** Donna Chan, P.Eng., PTOE  
Acting Director, Transportation  
**Date:** January 31, 2020  
**File:** 12-8275-06/2020-Vol  
01  
**Re:** **Quadricycle Business – Proposed Bylaw Amendments to Permit Permanent Operation**

### Staff Recommendation

1. That Business Licence Bylaw No. 7360, Amendment Bylaw No. 10145, to add a definition of a quadricycle operation, be introduced and given first, second and third reading.
2. That Vehicle For Hire Bylaw No. 6900, Amendment Bylaw No. 10128, to add regulations and requirements for the operation of a quadricycle, be introduced and given first, second and third reading.
3. That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10143, which quantifies the Vehicle for Hire business fee for a quadricycle operation, be introduced and given first, second and third reading.

Donna Chan, P. Eng., PTOE  
Acting Director, Transportation  
(604-276-4126)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Business Licences RCMP	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>



## Staff Report

### Origin

At its June 24, 2019 meeting, Council approved the issuance of a sole business licence for a multi-person quadricycle to be operated by Brew Bike Tours as a pilot program in the Steveston Village area from July to October 2019. As the operator has now requested permission to operate year-round, this report presents the proposed bylaw amendments to allow the on-going operation of a quadricycle service year-round in the Steveston Village area.

This report supports Council's Strategic Plan 2018-2022 Strategy #7 A Supported Economic Sector:

*Facilitate diversified economic growth through innovative and sustainable policies, practices and partnerships.*

*7.3 Attract businesses to locate in Richmond and support employment and training opportunities in Richmond as we grow.*

### Analysis

#### Outcome of Pilot Project

Brew Bike Tours operated the pilot project in the Steveston Village area from July to October 2019. During that period, the company had one quadricycle in operation and all tours were conducted along the permitted routes (Attachment 1). While a tour to Britannia Heritage Shipyard was available, there was no demand from the public for that itinerary. The operator considers that the pilot project was well-received and that there is sufficient interest to support year-round operation of a quadricycle service in the Steveston Village area.

#### Proposed Bylaw Amendments

Amendments to the following three bylaws are required to permit year-round operation of a quadricycle service:

- Business Licence Bylaw No. 7360: to add a definition of a quadricycle operation;
- Vehicle For Hire Bylaw No. 6900: to add the regulations and requirements for the operation of a quadricycle; and
- Consolidated Fees Bylaw No. 8636: to add the vehicle for hire business fee for a quadricycle operation.

All of the proposed bylaw amendments reflect the terms and conditions of the business licence issued for the pilot program with a key exception that the business will now be permitted to operate year-round. The proposed hours of operation in each month are tailored to recognize the length of daylight hours while permitting limited operation at night (e.g., to allow a tour to finish that had started in the daylight hours).

Further, the permitted routes for a quadricycle operation in Richmond are proposed to be limited to the Steveston Village area only, with those routes (Attachment 1) based on the outcome of the pilot project. At this time, the Steveston Village area is considered to be the only locale that has

sufficient density and proximity of destinations for this type of business along with road and traffic conditions to support its safe operation (e.g., 30 km/h speed limit, traffic calming measures in place). A maximum of two quadricycles will be licenced and no more than two quadricycles may be in operation at any one time.

The proposed amendments also include housekeeping items related to the definition of a pedicab to provide consistency across all categories of vehicles for hire (i.e., assignment of a unique class to each category).

### **Financial Impact**

None.

### **Conclusion**

Following a successful pilot project in Summer 2019, the proposed bylaw amendments will allow the on-going year-round operation of a multi-person quadricycle service in the Steveston Village area that offers an interactive and environmentally friendly means of touring and learning about the history, culture and heritage of Steveston.



Joan Caravan  
Transportation Planner  
(604-276-4035)



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

JC:jc

Att. 1: Streets in Steveston Permitted to be used by Quadricycle

# Steveston Quadricycle Permitted Streets





**Business Licence Bylaw No. 7360  
Amendment Bylaw No. 10145**

The Council of the City of Richmond enacts as follows:

1. **Business Licence Bylaw No. 7360**, as amended, is further amended by deleting Section 2.1.27.7.1 and replacing it with the following:
  - 2.1.27.6.1 The maximum number of **pedicabs** licenced by the **City** under this bylaw, and regulated under the **Vehicle For Hire Regulation Bylaw No. 6900** is 15.
2. **Business Licence Bylaw No. 7360**, as amended, is further amended by adding a new Section 2.1.27.7 as follows:
  - 2.1.27.7 Every Class Q **quadricycle applicant** must:
    - (a) establish and maintain a vehicle for hire business office in the **City** in accordance with Section 1.6 of this bylaw and must pay the fee specified for such office as set out in the Consolidated Fees Bylaw No. 8636;
    - (b) ensure that every **quadricycle** is operated in compliance with the **Vehicle For Hire Regulation Bylaw No. 6900**, as amended;
    - (c) present every **quadricycle** proposed to be operated to the Licence Inspector, who may inspect the **quadricycle** to determine whether it meets the requirements of the **Vehicle For Hire Regulation Bylaw No. 6900**, as amended;
    - (d) provide to the **City** a copy of a current policy for liability insurance, in a form and manner satisfactory to the **City**, in an amount not less than \$10,000,000.00, naming the **City** as an additional insured, and stating that the policy applies to each insured as if a separate policy has been issued to each; and
    - (e) obtain and display a vehicle for hire plate, as defined in the **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, for each **quadricycle** proposed to be used.
  - 2.1.27.7.1 The maximum number of **quadricycles** licenced by the **City** under this bylaw, and regulated under the **Vehicle For Hire Regulation Bylaw No. 6900** is 2.
3. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 3.9 by deleting the definition of a **pedicab** and replacing it with the following in alphabetical order:



**CLASS P - Pedicab**

means a 3-wheeled cycle propelled by the foot power of the operator equipped with a carriage capable of carrying no more than 2 passengers plus the operator and without limitation, includes a 3-wheeled cycle that is propelled by the foot power of the operator and has motor assist capability.

4. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 3.9 by adding the following definition of a **quadricycle** in alphabetical order:

**CLASS Q - Quadricycle**

means a 4-wheeled cycle equipped with a carriage capable of carrying no more than 15 passengers plus the operator, and is propelled by the foot power of the operator and a minimum of 6 passengers.

5. This Bylaw is cited as “**Business Licence Bylaw No. 7360, Amendment Bylaw No. 10145.**”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. 
APPROVED for legality by Solicitor



**Vehicle For Hire Regulation Bylaw No. 6900  
Amendment Bylaw No. 10128**

The Council of the City of Richmond enacts as follows:

1. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended by deleting the heading PART THREE A: PEDICABS and replacing it with the following:

**PART THREE A: PEDICABS (CLASS P)**

2. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended by adding a new Part Three B as follows:

**PART THREE B: QUADRICYCLE (CLASS Q)**

**3B.1 Quadricycle Requirements**

**3B.1.1 A quadricycle must:**

- (a) have a track width of not less than 1 metre;
- (b) have a rear track width that is greater than the height of the seat frame as measured from level ground to the seat frame;
- (c) have a minimum of 6 pedalling passengers and maximum of 15 passengers, plus the operator at any time while in operation;
- (d) have helmets available for all passengers, which are mandatory for passengers who are younger than 17 years and optional for passengers 17 years and older.

**3B.1.2 A quadricycle must at all times be equipped with:**

- (a) at least 2 sets of pedals for motive power;
- (b) disc or drum brakes;
- (c) front headlight and rear tail lights;
- (d) rear brake lights;
- (e) operational turn signal lights and four-way flashers;
- (f) reflectors on sides and rear of the **quadricycle**;

- (g) a standard bell or horn;
- (h) a fire extinguisher;
- (i) a first aid kit;
- (j) a repair kit; and
- (k) a slow moving vehicle sign.

3B.1.3 In addition to the requirements of Subsection 3B1.1 and 3B1.2, each **quadricycle** operator must:

- (a) not permit any alcohol consumption on the **quadricycle**;
- (b) not permit any cannabis consumption on the **quadricycle**;
- (c) not permit any smoking or vaping on the **quadricycle**;
- (d) meet any additional conditions as set forth in the *Motor Vehicle Act* and its Regulations, and any regulations established by the Insurance Corporation of British Columbia.

### **3B.2 Licence and Vehicle For Hire Plate**

- 3B.2.1 A person must not operate a business using a **quadricycle** unless that person holds a valid business licence issued under the provisions of this bylaw and the **Business Licence Bylaw No. 7360**, as amended, and has paid the annual licence fee prescribed in the **Consolidated Fees Bylaw No. 8636**, as amended.
- 3B.2.2 Maintain a **vehicle for hire business office** in the **City**, except that the office may be that of another **licencee**;
- 3B.2.3 Not more than 2 **quadricycles** may be used at any one time on the same route as approved by the Director of Transportation.
- 3B.2.4 The **vehicle for hire plate** issued under the provisions of this bylaw must be attached to the rear of the **quadricycle** frame or bumper.

### **3B.3 Area of Operation**

- 3B.3.1 An operator must not operate a **quadricycle** except on the route(s) established in Schedule 3 to this bylaw, and in accordance with any conditions and restrictions required by the Director of Transportation.
- 3B.3.2 An operator may not deviate from the approved routes or stop-over locations unless approved in writing by the Director of Transportation or added to Schedule 3 to this bylaw.

### **3B.4 Hours of Operation**

3B.4.1 A **quadricycle** operator may only permit a **quadricycle** to operate during the following hours each day:

- (a) Month of January, from 9:00 a.m. to 6:00 p.m.;
- (b) Month of February, from 9:00 a.m. to 6:00 p.m.;
- (c) Month of March, from 9:00 a.m. to 6:00 p.m.;
- (d) Month of April, from 9:00 a.m. to 7:00 p.m.;
- (e) Month of May, from 9:00 a.m. to 8:00 p.m.;
- (f) Month of June, from 9:00 a.m. to 9:00 p.m.;
- (g) Month of July, from 9:00 a.m. to 9:00 p.m.;
- (h) Month of August, from 9:00 a.m. to 8:00 p.m.;
- (i) Month of September, from 9:00 a.m. to 7:00 p.m.;
- (j) Month of October, from 9:00 a.m. to 6:00 p.m.;
- (k) Month of November, from 9:00 a.m. to 6:00 p.m.;
- (l) Month of December, from 9:00 a.m. to 6:00 p.m.

3B.4.3 A **quadricycle** operator may not operate the **quadricycle** on July 1.

### **3B.5 Traffic and Parking**

3A.5.1. A **quadricycle** operator must comply with this bylaw, the City's **Traffic Control and Regulation Bylaw No. 5870**, the British Columbia *Motor Vehicle Act* and its Regulations, and any other applicable enactment, all as amended or replaced, and without limiting the foregoing, must not use:

- (a) transit or taxi/tour bus stops;
- (b) loading zones/bays;
- (c) vehicle, motorcycle or accessible parking spaces.

### **3B.6 Operator Requirements**

3A.6.1 An **operator** must not operate, permit or allow a **quadricycle** to be operated unless:



- (a) the operator is 19 years of age or older;
  - (b) the operator holds a valid, current British Columbia Driver's Licence;
  - (c) the operator must stay with the quadricycle at all times;
  - (d) the operator has provided the City with a copy of \$10 million liability insurance with the City of Richmond named as an Additional Insured.
3. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended at Section 10.1 by deleting the definition of a pedicab and replacing it with the following within Subsection Vehicle For Hire in alphabetical order:

**CLASS P - PEDICAB**

means a 3-wheeled cycle propelled by the foot power of the operator equipped with a carriage capable of carrying no more than 2 passengers plus the operator and without limitation, includes a 3-wheeled cycle that is propelled by the foot power of the operator and has motor assist capability.

4. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended at Section 10.1, Subsection Vehicle For Hire by adding the following definition of a quadricycle in alphabetical order:

**CLASS Q - QUADRICYCLE**

means a 4-wheeled cycle equipped with a carriage capable of carrying no more than 15 passengers plus the operator, and is propelled by the foot power of the operator and a minimum of 6 passengers.

5. **Vehicle For Hire Regulation Bylaw No. 6900**, as amended, is further amended by adding Schedule A attached hereto as the new Schedule 3 to Bylaw No. 6900.
6. This Bylaw is cited as "**Vehicle For Hire Regulation Bylaw No. 6900, Amendment Bylaw No. 10128.**"

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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MAYOR

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CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. 
APPROVED for legality by Solicitor

SCHEDULE 3 to BYLAW NO. 6900





**Consolidated Fees Bylaw No. 8636  
Amendment Bylaw No. 10143**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended at SCHEDULE – BUSINESS LICENCE by deleting the Business Licence Bylaw No. 7360 – Vehicle for Hire Businesses table and replacing it with the following:

Description	Fee
<b>Vehicle for Hire Business Fee</b>	
Each vehicle for hire applicant must pay (1) and (2)*:	
(1) Vehicle for hire office fee	\$146.00
(2) Per vehicle licence fee*	
<i>based on the number of vehicles</i>	
CLASS "A" Taxicab	\$135.00
CLASS "B" Limousine	\$87.00
CLASS "C" Sightseeing Taxicab	\$135.00
CLASS "D" Airport Taxicab	\$135.00
CLASS "E" Private Bus	\$135.00
CLASS "I" Charter Minibus	\$135.00
CLASS "J" Rental Vehicle	
Group 1	\$17.50
Group 2	\$87.00
CLASS "K" Driver Training Vehicle	\$65.25
CLASS "M" Tow-Truck	\$135.00
CLASS "N" Taxicab for Persons with Disabilities	\$135.00
CLASS "P" Pedicab	\$135.00
CLASS "Q" Quadricycle	\$135.00
<b><i>*Notwithstanding the per-vehicle licence fees stipulated in Section 2, the maximum licence fee for any Vehicle for Hire business</i></b>	<b>\$4,088.00</b>
Transferring a vehicle for hire licence within any calendar year	\$50.25
Replacing a vehicle for hire licence plate or decal	\$20.75

2. This Bylaw is cited as "**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10143.**"

FIRST READING

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THIRD READING

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MAYOR

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CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. 
APPROVED for legality by Solicitor



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee

**Date:** January 23, 2020

**From:** Lloyd Bie, P. Eng.  
Director, Transportation

**File:** 01-0150-20-ICBC1-  
01/2019-Vol 01

**Re:** ICBC-City of Richmond *Road Improvement Program – 2020 Update*

### Staff Recommendation

1. That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond *Road Improvement Program – 2020 Update*," dated January 23, 2020 from the Director, Transportation be endorsed for submission to the ICBC 2020 *Road Improvement Program* for consideration of cost-share funding; and
2. That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly.

Donna Chan, P. Eng., PTOE  
Acting Director, Transportation  
(604-276-4126)

Att. 2

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



## Staff Report

### Origin

At the April 23, 2019 Council meeting, Council endorsed a number of proposed joint ICBC-City of Richmond road safety improvement projects for 2019. This report summarizes the projects implemented in 2019 with funding from ICBC and presents a list of projects proposed to be implemented with funding contributions from ICBC as part of the 2020 ICBC-City of Richmond *Road Improvement Program* partnership.

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.*

*1.2 Future-proof and maintain city infrastructure to keep the community safe.*

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

*Leadership in effective and sustainable growth that supports Richmond's physical and social needs.*

*6.3 Build on transportation and active mobility networks.*

### Analysis

The City has been in partnership with ICBC in the *Road Improvement Program* since 1994. This partnership is an important component of the City's traffic safety program as it enables the City not only to undertake more traffic safety enhancements than it could alone, but also to expedite some of these road safety improvement projects. Each year, a list of potential eligible capital projects is developed for inclusion in the *Road Improvement Program* based on community requests and input from the Traffic Safety Advisory Committee and other stakeholders.

#### Completed 2019 ICBC-City of Richmond Road Improvement Projects

A total of nine groups of City projects fully or substantially completed in 2019 (Attachment 1) will receive a total of \$200,000 from ICBC's 2019 *Road Improvement Program* (sample of completed projects shown in Figures 1 and 2).



Figure 1: Special Crosswalk at Garden City Road-Saunders Road



Figure 2: Speed Hump and Stop Sign on Diamond Road at Barmond Road

Over the past five years, ICBC has contributed a total of \$1,084,390 towards the City's transportation projects (Figure 3).

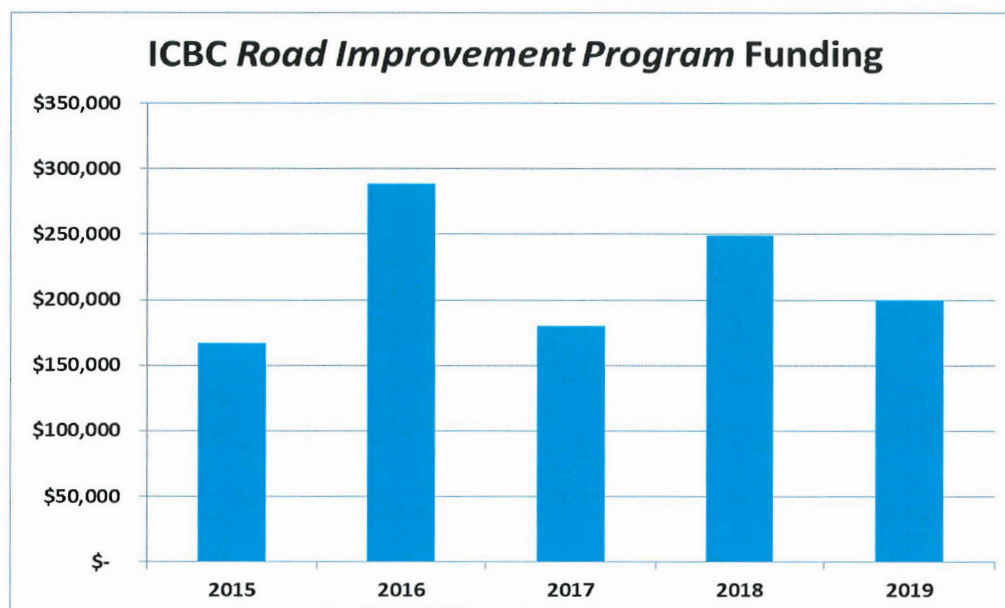


Figure 3: Annual ICBC Road Improvement Program Funding received by City

#### Proposed 2020 ICBC-City of Richmond Road Improvement Projects

Attachment 2 lists 16 groups of projects proposed for submission to the 2020 *Road Improvement Program* for funding contribution from ICBC, all of which draw from approved Capital Budgets. The projects align with the objectives of the City and ICBC to improve the safety of all road users by implementing new infrastructure improvements to reduce crashes and injuries. ICBC's potential funding contribution to these projects will be determined by historical traffic crash rates at these locations and the estimated reduction in ICBC claim costs resulting from the proposed traffic safety improvements, project eligibility vis-à-vis the funding guidelines, and the total funding available, which varies from year to year. The outcome of ICBC's review of the projects will be reported back as part of the 2021 update of the *City-ICBC Road Improvement Program*.

Upon approval of a project by ICBC, the City will be required to enter into a funding agreement with ICBC. The agreement is provided by ICBC and generally includes an indemnity in favour of ICBC. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized on behalf of the City to execute the funding agreements for the approved projects and that the consolidated 5 Year Financial Plan (2020-2024) be amended accordingly to reflect the receipt of external grants. Should any submitted projects receive funding from ICBC, the City's portion of the total capital cost would be reduced accordingly.

#### **Financial Impact**

The total estimated cost of all the projects identified in Attachment 2 is \$12,936,000. As indicated in Attachment 2, the City's estimated portion of the costs of the projects (\$7,885,410)



is fully funded with the funding sources having been previously approved by Council as part of past or current Capital Budgets.

### **Conclusion**

ICBC is a significant long-time partner working with the City to promote traffic safety in Richmond. The traffic safety initiatives jointly implemented by ICBC and the City, including various road and traffic management enhancements, educational efforts and enforcement measures, have resulted in safer streets for all road users in Richmond. Therefore, staff recommend that Council endorse the various local road safety improvement projects for submission to the 2020 joint ICBC-City of Richmond *Road Improvement Program*.



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



Joan Caravan  
Transportation Planner  
(604-276-4035)

Att. 1: 2019 Road Improvement Projects receiving ICBC Funding

Att. 2: Proposed 2020 City-ICBC Road Improvement Projects

## 2019 Road Improvement Projects receiving ICBC Funding

Project Description	Location	ICBC Contribution	Estimated Total Cost
Installation of Special Crosswalk	<ul style="list-style-type: none"> <li>Garden City Road-Saunders Road</li> <li>No. 4 Road-Mortfield Road</li> </ul>	\$5,000	\$180,000
Full Traffic Signal with LED Overhead Street Name Signs	<ul style="list-style-type: none"> <li>No. 5 Road-Vulcan Way</li> <li>Railway Avenue-Garry Street</li> </ul>	\$33,500 \$7,500	\$325,000 \$350,000
Installation of LED Overhead Street Name Signs	<ul style="list-style-type: none"> <li>Railway Avenue-Williams Road</li> <li>Railway Avenue-Francis Road</li> <li>Railway Avenue-Blundell Road</li> <li>Railway Avenue-Granville Avenue</li> <li>Shell Road-Bridgeport Road</li> <li>Shell Road-Cambie Road</li> <li>Shell Road-Alderbridge Way</li> <li>Kwantlen Street-Alderbridge Way</li> <li>Hazelbridge Way-Alderbridge Way</li> <li>No. 4 Road-Cambie Road</li> <li>No. 5 Road-Bridgeport Road</li> <li>Simpson Road-Bridgeport Road</li> <li>St. Edwards Drive-Bridgeport Road</li> </ul>	\$29,000	\$195,000
Installation of Video Detection Cameras	<ul style="list-style-type: none"> <li>No. 1 Road-Francis Road</li> <li>Railway Avenue-Francis Road</li> <li>Railway Avenue-Steveston Highway</li> <li>Gilbert Road-Lansdowne Road</li> <li>No. 3 Road (3,600-block)</li> <li>Buswell Street-Granville Avenue</li> <li>Garden City Road-Williams Road</li> </ul>	\$42,000	\$280,000
Installation of UPS (Uninterruptible Power Supply) at Intersections	<ul style="list-style-type: none"> <li>Westminster Highway-Lynas Lane</li> <li>Russ Baker Way-Cessna Drive</li> <li>Russ Baker Way-Ingis Drive</li> <li>No. 2 Road-Granville Avenue</li> <li>No. 2 Road-Blundell Road</li> </ul>	\$12,500	\$100,000
Construction of Multi-Use Pathway	<ul style="list-style-type: none"> <li>Alderbridge Way (Shell Road-No. 4 Road): Phase 1 (Fisher Drive-No. 4 Road)</li> <li>No. 6 Road (Cambie Road-Bridgeport Road)</li> </ul>	\$7,500	\$1,200,000 \$500,000
Installation of Speed Reader Boards	<ul style="list-style-type: none"> <li>River Road (No. 6 Road-Westminster Hwy)</li> <li>Shell Road (10,000-block at Kidd Elementary School)</li> <li>McLean Avenue (22,000-block at playground)</li> <li>Westminster Highway North (20,000-block at Choice School)</li> <li>Steveston Highway (8,800-block)</li> <li>No. 5 Road (9,500-block)</li> </ul>	\$30,000	\$100,000
Neighbourhood Stop Sign Infill & Traffic Calming (16 stop signs & 25 speed humps)	Monds Neighbourhood (bounded by Francis Road, No. 1 Road, Williams Road, West Dyke)	\$27,000	\$80,000
Installation of Pedestrian Zone Markers	<ul style="list-style-type: none"> <li>Blanshard Drive (Spul'u'kwuks Elementary School)</li> <li>Kingfisher Drive (Westwind Elementary School)</li> <li>Fourth Avenue (Manoah Steves Elementary School)</li> </ul>	\$6,000	\$10,000
<b>Total</b>		<b>\$200,000</b>	<b>\$2,720,000</b>

## Proposed 2020 City-ICBC Road Improvement Projects

Proposed 2020 ICBC-City of Richmond Road Improvement Program Project	Estimated Total Cost	Source & Amount of City Funds <sup>(1)</sup>		External Funding: TransLink <sup>(2)</sup>
Installation of special crosswalk (all side-mounted): <ul style="list-style-type: none"> <li>• Shell Road-Maddocks Road</li> <li>• Van Horne Way-River Road</li> <li>• Shell Road Trail-Granville Avenue</li> <li>• Shell Road Trail-Blundell Road</li> <li>• Other locations to be determined<sup>(4)</sup></li> </ul>	\$60,000 \$60,000 \$60,000 \$60,000	2018 Special Crosswalk Program	\$240,000	-
Installation of full traffic signal: <ul style="list-style-type: none"> <li>• Blundell Road-Moffat Road</li> <li>• No. 5 Road-King Road</li> <li>• Other locations to be determined<sup>(4)</sup></li> </ul>	\$350,000 \$325,000 -	2020 Traffic Signal Program 2019 Traffic Signal Program	\$350,000 \$325,000	-
Installation of pedestrian signal: <ul style="list-style-type: none"> <li>• Westminster Hwy-Westminster Hwy North (upgrade from existing fire signal)</li> <li>• Other locations to be determined<sup>(4)</sup></li> </ul>	\$100,000	2020 Traffic Signal Program	\$100,000	\$50,000 (Pending)
Installation of traffic video cameras: <ul style="list-style-type: none"> <li>• Oval Way-River Road</li> <li>• No. 3 Road-Granville Avenue</li> <li>• Great Canadian Way-River Road</li> <li>• Great Canadian Way-Van Horne Way</li> <li>• No. 3 Road-Saba Road</li> <li>• No. 3 Road-Leslie Road</li> <li>• No. 3 Road-Capstan Way</li> <li>• No. 3 Road-Williams Road</li> <li>• No. 3 Road-Yaohan Entrance</li> <li>• No. 3 Road-Cambie Road</li> <li>• No. 3 Road-Brownsgate Road</li> <li>• No. 3 Road-Ackroyd Road</li> <li>• Other locations to be determined<sup>(4)</sup></li> </ul>	\$360,000 (\$30,000 per intersection)	2020 Traffic Video and Communication Program	\$360,000	-
Installation of fibre optic cable: <ul style="list-style-type: none"> <li>• Westminster Hwy (No. 6 Road-Fraserwood Pl)</li> </ul>	\$75,000	2020 Traffic Video and Communication Program	\$75,000	
Installation of pedestrian zone markers in various locations pending results of traffic studies <sup>(3)</sup>	\$10,000	2020 Traffic Calming Program	\$10,000	-
Traffic calming measures in various locations pending results of traffic studies <sup>(3)</sup>	\$290,000	2020 Traffic Calming Program	\$290,000	-
Installation of UPS (uninterruptible power supply): <ul style="list-style-type: none"> <li>• No. 2 Road-Francis Road</li> <li>• No. 2 Road-Williams Road</li> <li>• Gilbert Road-Westminster Hwy</li> <li>• Railway Avenue-Steveston Hwy</li> <li>• No. 2 Road-Steveston Hwy</li> <li>• Gilbert Road-Steveston Hwy</li> <li>• No. 5 Road-Horseshoe Way</li> <li>• Other locations to be determined<sup>(4)</sup></li> </ul>	\$140,000 (\$20,000 per intersection)	2018 Traffic Signal Program 2020 Traffic Signal Power Backup System (UPS)	\$40,000 \$100,000	-
Cambie Road-No. 5 Road intersection upgrade: <ul style="list-style-type: none"> <li>• left-turn lanes on all four legs</li> <li>• multi-use pathways on Cambie Road at intersection</li> <li>• multi-use pathways on No. 5 Road (Cambie Road-Thorpe Road)</li> </ul>	\$2,760,000	2020 Roads DCC Program	\$1,380,000	\$1,380,000 (Pending)

## Proposed 2020 City-ICBC Road Improvement Projects

Proposed 2020 ICBC-City of Richmond Road Improvement Program Project	Estimated Total Cost	Source & Amount of City Funds <sup>(1)</sup>		External Funding: TransLink <sup>(2)</sup>
Construction of pedestrian pathway:				
• River Road (No. 6 Road-Burdette Ave)	\$350,000	2018 Arterial Roadway Improvement Program	\$350,000	-
• St. Edwards Drive (350m east of Cambie Road-Bird Road)	\$300,000	2020 Arterial Roadway Improvement Program	\$300,000	-
• Westminster Hwy (Muir Road-150m east)	\$190,000	2020 Neighbourhood Walkway Program	\$95,000	\$95,000 (Pending)
• Viking Way (Cambie Road-Bridgeport Road)	\$655,000	2020 Neighbourhood Walkway Program	\$655,000	-
• Other locations to be determined <sup>(4)</sup>				
Upgrade of Railway Greenway intersections at:				
• Blundell Road (north and south sides)	\$450,000	2019 Arterial Road Improvement Program	\$168,750	\$281,250 (Confirmed)
• Francis Road (south side)				
• Williams Road (north and south sides)				
Construction of multi-use pathway:				
• Westminster Hwy (Smith Cr-Fraserside Gt)	\$1,100,000	2019 Roads DCC Program	\$550,000	\$550,000 (Pending)
• Garden City Road (Lansdowne Road-Westminster Hwy)	\$1,000,000	2019 Roads DCC Program	\$500,000	\$500,000 (Confirmed)
• Alderbridge Way (Shell Rd- No. 4 Road): Phase 2 (Shell Road-Fisher Drive)	\$1,200,000	2018 Roads DCC Program	\$600,000	\$600,000 (Confirmed)
• Steveston Hwy (Shell Road-Mortfield Gate)	\$2,000,000	2019 Roads DCC Program	\$590,000	\$1,410,000 (Confirmed)
• Charles Street (Sexsmith Road-Bridgeport Station Entrance)	\$350,000	2019 Active Transportation Improvement Program	\$156,660	\$193,340 (Confirmed)
Removal of Channelized Right-Turn Islands:				
• Cooney Road-Westminster Hwy (northeast corner)	\$208,000	2020 Arterial Roadway Improvement Program	\$208,000	-
• Garden City Road-Lansdowne Road (northwest corner)	\$483,000	2020 Arterial Roadway Improvement Program	\$286,000	-
		2020 Active Transportation Improvement Program	\$197,000	-
Top 20 Collision Prone Intersections: Short-Term Improvements	\$500,000	2020 Roads DCC Program	\$500,000	\$104,000 (Pending)
Top 20 Collision Prone Intersections: Preliminary Designs for Medium-/Long-term Improvements	\$600,000	2020 Roads DCC Program	\$600,000	-
Road Safety Studies: locations to be determined <sup>(4)</sup>	\$100,000	2020 Transportation Planning, Functional and Preliminary Design	\$100,000	-
<b>Total</b>	<b>\$12,936,000</b>		<b>\$7,885,410</b>	<b>\$2,984,590 (Confirmed)</b> <b>\$2,179,000 (Pending)</b>

- (1) Should the submitted project receive funding from ICBC, the City's portion of the total cost would be reduced accordingly.
- (2) The amount shown represents the maximum funding contribution to be received based on the City's cost estimate for the project. The actual approved amount may be lower than requested. The actual invoiced amount follows project completion and is based on incurred costs. The projects will proceed only if a minimum of 50% external funding is secured.
- (3) Implementation is subject to consultation with and support from affected residents.
- (4) Additional locations may be identified for submission to ICBC prior to its annual program deadline.



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee      **Date:** February 20, 2020  
**From:** Peter Russell      **File:** 10-6175-04-01/2020-  
Director, Sustainability and District Energy      Vol 01  
**Re:** **Mitchell Island Environmental Stewardship Initiatives Update**

### Staff Recommendation

1. That the Mitchell Island Stormwater Infrastructure Feasibility Study proposed within the staff report titled "Mitchell Island Environmental Stewardship Initiatives Update" dated February 20, 2020 from the Director, Sustainability and District Energy, be endorsed and a funding application to conduct a feasibility study be prepared and submitted to the Federation of Canadian Municipalities' Green Municipal Fund; and
2. That the Chief Administrative Officer and General Manager, Engineering and Public Works be authorized to enter into funding agreements with the Federation of Canadian Municipalities should the project be approved for funding, as outlined in the report titled "Mitchell Island Environmental Stewardship Initiatives Update" dated February 20, 2020, from the Director, Sustainability and District Energy and that the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly.

Peter Russell, MCIP RPP  
Director, Sustainability and District Energy  
(604-276-4130)

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



## Staff Report

### Origin

Mitchell Island, located in the ecologically sensitive Fraser River Estuary is an important industrial hub, locally and regionally. The nature of the activities on the island means that spills and other discharges to the environment pose a risk to the Fraser River ecosystem.

Council endorsed the staff report titled “Mitchell Island Environmental Stewardship Initiatives”, dated March 11, 2019 at the Regular Council meeting in May 2019 that included the following initiatives to improve compliance on Mitchell Island:

- Conduct more local business outreach;
- Improve multi-jurisdictional collaboration in the area; and
- Start an environmental monitoring program.

This report provides an update on these three initiatives and seeks Council’s endorsement to secure funding to assess stormwater infrastructure improvement opportunities on Mitchell Island.

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.*

*1.4 Foster a safe, caring and resilient environment.*

### Analysis

The Mitchell Island Environmental Stewardship Initiative was executed by staff following Council endorsement in May 2019. The response to the program by members of the public, local businesses and senior government has been positive. The initiative included the following activities:

- **Local Business Outreach** – Staff organized an environmental stewardship information session at the Mitchell Island Pier Park in May 2019. The event included informative booths, with displays, organized by all levels of senior government. During the event, members of the public were encouraged to interact with regulators and provide general suggestions relating to environmental stewardship on Mitchell Island. City staff were on hand to discuss the City’s flood management strategy, Environmentally Sensitive Areas, the Ecological Network, and our Pollution Prevention Programs (Attachment 1). A total of 90 attendees were recorded at the event and various suggestions from local workers and business owners relating to dust, litter and stormwater management were collected.
- **Improve Multi-Jurisdictional Collaboration in the Area** – Federal, provincial and municipal regulations and bylaws apply to activities on Mitchell Island. The program targeted the need to work more collaboratively with all levels of government to identify and enforce noncompliance activities such as unauthorized discharges to the Fraser River. Ten joint (federal, provincial and municipal) site inspections have been conducted since beginning the program. Results from the inspections have noted improper storage activities, unauthorized discharges and unlicensed operations. A water-side inspection of

Mitchell Island's foreshore was also completed in 2019. The Canadian Coast Guard provided transportation and BC Ministry of Environment and Climate Change Strategy, Environment and Climate Change Canada, and the City's consultant were in attendance. The purpose of the assessment was to share site information among agencies; visually assess the island's foreshore for unauthorized discharges; collect surface water samples; and to document new areas of concern.

- **Start an Environmental Monitoring Program** – Staff initiated a surface monitoring program following Council endorsement that included collecting regular surface water samples and comparing the results to applicable provincial and federal water quality standards. Results informed the joint site visits and indicated various local exceedances throughout Mitchell Island including concentrations of metals, fecal coliforms, polycyclic aromatic hydrocarbons and polychlorinated biphenyls above the applicable standards. Staff noted consistent effluent exceedance at primary outfalls on the island. Water quality at this location was attributed to specific industries in the area including various auto wrecking and salvage yards, metal recycling, and aggregate suppliers. Many businesses, once informed of their discharge quality, have responded to install pollution mitigation infrastructure (more information below).

#### 2019 Highlights and Accomplishments

The 2019 Mitchell Island Environmental Stewardship Initiative has been effective at bridging the information gap that some business owners have between environmental regulations and site management. Businesses Owners have taken steps to improve operations onsite with stormwater containment structures, settling ponds, pH correcting technologies, impervious pavement, and wheel washes to comply with standard operating practices not present before the program. Large industries that have been operating outside of environmental regulations such as the BC Code of Practice for Concrete and Concrete Products Industry were brought into compliance, resulting in marked, measurable stormwater quality improvements.

#### **Next Steps**

Staff propose to make applications to the Federation of Canadian Municipalities' Green Municipal Fund to assist in funding a Mitchell Island Stormwater Infrastructure Feasibility Study to assess long-term stormwater infrastructure improvement opportunities for the island.

The Mitchell Island Stormwater Infrastructure Feasibility Study project will identify opportunities to improve the quality of Mitchell Island's stormwater. The project will also include education, enforcement, ongoing business involvement, operations and maintenance activities, source control, and engineered solutions. Engineered solutions will focus on green, nature-based solutions, rather than traditional treatment systems, to maximize positive environmental effects. Green infrastructure solutions improve water quality through sedimentation, filtration and chemical-biological processes, while capturing runoff and providing flood protection, improving air quality, and providing habitat. Once complete, results from Mitchell Island will be shared to increase the information available in the field of industrial area stormwater management.

The Federation of Canadian Municipalities' Green Municipal Fund sponsors initiatives that can potentially allow a community to remove 60% of total suspended solids or a significant amount of other contaminants from its stormwater runoff. This funding helps Canadian cities and communities of all sizes protect local bodies of water through stormwater treatment. The City will continue to look for partnerships to augment the City's impact on the island.

The City will continue to monitor the stormwater on Mitchell Island in 2020 and focus sampling at major stormwater discharge points such as the Mitchell Road, south outfall. Mitchell Island stormwater is not treated prior to discharge into the Fraser River, which is host to Sockeye, Pink, Chum, Chinook and Coho salmon among other aquatic species.

### **Financial Impact**

The Federation of Canadian Municipalities' Green Municipal Fund, is a matching contribution grant, funding up to 50 percent of eligible costs. The value of the City in-kind contribution of staff salaries cannot exceed 10% of eligible costs.

It is anticipated that the feasibility study work program will take approximately 12 months to complete, and cost \$150,000 (see Table 1). Staff propose applying for funding of up to \$75,000, based on the amount required to complete the feasibility study and if approved by Council, that the Consolidated 5 Year Financial Plan (2020-2024) be amended accordingly.

The City will contribute matching funds from the existing 2020 Capital Budget that was approved by Council. The approved capital project has sufficient funding for the City's portion of this initiative.

**Table 1. Feasibility Study Project Budget**

<b>Budget Source – City of Richmond</b>	
Mitchell Island Stormwater Infrastructure Feasibility Study Project	\$60,000
Staff Time (In-Kind Contribution)	\$15,000
<b>Total City Budget</b>	<b>\$75,000</b>
<b>Budget Source - FCM</b>	
FCM's Green Municipal Fund 50% Match for Project Cost	\$75,000
<b>Total FCM Budget</b>	<b>\$75,000</b>
<b>Total Budget</b>	<b>\$150,000</b>



## Conclusion

Staff will continue the Mitchell Island program that was started in 2019, along with other agencies. Staff is requesting that Council endorse a submission to the Green Municipal Fund, to obtain funding up to \$75,000 for a Mitchell Island Stormwater Infrastructure Feasibility Study. This project will aim to improve the quality of stormwater that is discharged from the Mitchell Island industrial business district to the Fraser River ecosystem.



Chad Paulin M.Sc., P.Ag.  
Manager Environment  
(604-247-4672)



Warren Mills, B.Sc, P.Ag., EP  
Environmental Coordinator  
(604-247-4694)

Att. 1: Stormwater Pollution Prevention Information Guides (3)

- The following best management practises can be implemented into your automotive repair and salvage business to reduce your impact on the environment and neighboring infrastructure:
- regularly scheduling the appropriate pickup and disposal of waste/garbage from onsite;
  - routinely inspecting all of your drums, tanks, and containers onsite and replacing them if damage is present; Maintain a clean and orderly facility;
  - maintaining a clean and orderly facility;
  - implementing material handling and training protocols for operational staff; and
  - maintaining an environmental management plan.



## More Information

### City of Richmond Environmental Sustainability Services

Tel: 604-247-4694

Email: [www.richmond.ca/sustainability/environment](http://www.richmond.ca/sustainability/environment)

### City of Richmond Environmental Programs

City recycling services, depot information

Tel: 604-276-4010

### Environment Canada

Email: [www.ec.gc.ca/pollution/](http://www.ec.gc.ca/pollution/)

### BC Ministry of Environment

Tel: 604-582-5200

Email: [www2.gov.bc.ca](http://www2.gov.bc.ca)

### Metro Vancouver Environmental Regulation & Enforcement Services

Tel: 604-432-6200

Email: [www.metrovancouver.org/services/Permits-regulations-enforcement](http://www.metrovancouver.org/services/Permits-regulations-enforcement)

### Report a Spill

When a spill occurs, or there is the risk of one occurring, it must be reported immediately by calling 1-800-663-3456. This is known as the initial report or Dangerous Goods Incident Report (DGIR).

If you are unable to identify the material in question or there is an emergency, call the Richmond Fire Department at 911.



# Automobile Repair and Salvage Industry

## Stormwater Pollution Prevention Information Guide



### City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1

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

May 28, 2019

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

Richmond is an island city located within one of the most productive ecosystems in the world. Our community relies on a healthy and diverse landscape to maintain biological diversity and a resilient natural environment.

## Richmond's Drainage Network

The City's storm drainage system is designed to catch rainwater and direct it back to the Fraser River in an efficient way to prevent local flooding.

Water entering the Fraser River is **untreated** so it is important to prevent polluted water from entering local storm drains.

The Fraser River hosts many unique wildlife and aquatic habitat, including Pacific salmon species, orca, whales, and sea otters.



CNCL - 106

## Did you know?

An individual or business may be fined up to \$10,000.00 for discharging any waste water or other potentially polluting substances to the storm drainage system under the City's *Pollution Prevention and Clean-up Bylaw* (#8475).

In addition, these discharges may also violate *Section 36(3) of the Federal Fisheries Act*, since most of the City's drainage system is connected directly to the Fraser River.

## High Impact Areas

- Trash containers and adjacent areas
- Material storage areas
- Vehicle and equipment maintenance areas
- Loading docks

## Activities Often Associated with Pollutants

- Vehicle dismantling
- Used parts storage
- Vehicle and equipment storage; maintenance, and washing areas
- Storage of liquids in above-ground tanks
- Connections to storm drain

## Potential Sources of Pollution at Your Facility

- Oils, gasoline and diesel fuel
- Transmission, power steering, washer, and brake fluid
- Battery acid and solvents
- Heavy metals such as aluminum, cadmium, copper, iron, zinc, mercury, and lead
- Lead from batteries, wheel weights and battery cable ends



- Chlorofluorocarbons (CFCs) and other refrigerants
- Asbestos
- Tires and plastics, polychlorinated biphenyls (PCBs) from foam rubber, carpets and plastic components

## Minimizing Exposure

Where feasible, minimizing exposure of potential pollutant sources to precipitation is an important control option. An example of minimizing exposure is sheltering potential pollutants from precipitation events.

## Erosion, Sediment Control, and Runoff

- Site activities, topography, and ground cover, are all that will influence the need to manage erosion, sediment, and runoff on your property including:
  - covering exposed soil with sod, mulch, and native plantings;
  - regular maintenance and repair of silt fences, sediment ponds, and access areas;
  - City approved berms and drainage ditches close to the property boundaries that protect neighboring areas;
  - City approved protective berms for uncovered, outdoor storage of parts, engine blocks, and above-ground liquid storage;
  - City approved detention ponds; and
  - City approved oil/water separators and filtration devices.



## Dirty Vehicle?

Head to a commercial car wash to clean your vehicle.

Commercial car washes capture all washwater and discharge it to the Metro Vancouver sanitary sewer system where it is properly treated prior to discharge to the ocean.

This is the most environmentally responsible way to clean your vehicle, with the bonus of supporting local business.



CNCL - 107

## More Information

**City of Richmond Environmental Sustainability Services**

Tel: 604-247-4694

Email: [www.richmond.ca/sustainability/environment](http://www.richmond.ca/sustainability/environment)

**Environment Canada**

Email: [www.ec.gc.ca/pollution/](http://www.ec.gc.ca/pollution/)

**BC Ministry of Environment**

Tel: 604-582-5200

Email: [www2.gov.bc.ca](http://www2.gov.bc.ca)

**Metro Vancouver Environmental Regulation & Enforcement Services**

Tel: 604-432-6200

Email: [www.metrovancouver.org/services/Permits-regulations-enforcement](http://www.metrovancouver.org/services/Permits-regulations-enforcement)

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If you are unable to identify the material in question or there is an emergency, call the Richmond Fire Department at 911.



# Car Washing

## Stormwater Pollution Prevention Information Guide



## City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1

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

May 28, 2019

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

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## Richmond's Drainage Network

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Water entering the Fraser River is **untreated** so it is important to prevent polluted water from entering local storm drains.

The Fraser River hosts many unique wildlife and aquatic habitat, including Pacific salmon species, orca whales, and sea otters.



Washing your car with just water over a pervious surface like grass or gravel is the only responsible way to wash your car at home.

## Did you know?

An individual or business may be fined up to \$10,000.00 for discharging any waste water or other potentially polluting substances to the storm drainage system under the City's *Pollution Prevention and Clean-up Bylaw* (#8475).

In addition, these discharges may also violate *Section 36(3) of the Federal Fisheries Act*, since most of the City's drainage system is connected directly to the Fraser River.

## Wastewater from Car Washing

We all love clean cars or vehicles, but polluted water from car washing often contains:

- sediments;
- detergents;
- greases;
- oils; and
- other pollutants.

Polluted waters that enter the City's storm drains will have direct and serious consequences to our overall ecosystems.

If rinsing off small amounts of pollen or dust, use only water and wash on top of grass or gravel.



## Greater Vancouver's Water Restrictions General Restrictions

Summer is when Greater Vancouver uses the most water, receives the least amount of rain, and has the least amount of water in storage. Metro Vancouver has amended the activation period for lawn sprinkling restrictions. Effective May 1 to October 15, lawn sprinkling is only permitted within the specific time periods.

The following restrictions apply when Stage 1, 2, 3, or 4 Restrictions are in force:

- all hoses must have an automatic shut-off device;
- water must not run off unnecessarily on impermeable surfaces such as pavement;
- artificial playing turf and outdoor tracks must not be watered except for health or safety reasons;
- hoses and taps must not run unnecessarily; and
- irrigation system must not be faulty, leaking, or misdirected.

Each Stage has its own additional restrictions, and car washing is prohibited in Stage 3 and 4 Water Restrictions.

Visit [www.richmond.ca/safety/property/environment/water](http://www.richmond.ca/safety/property/environment/water) to learn more about Water Restrictions.

## Chemicals and Cleaners

Chemicals and cleaners must be disposed of properly to avoid waterways.

Visit [www.richmond.ca/services/recycling/banned](http://www.richmond.ca/services/recycling/banned) to learn more about how to dispose of chemicals, cleaners, and other household items.



## Saw Cutting

- Slurry and sediment from saw cutting operations should be confined to the immediate work area by using berms or diversion structures. Cover or barricade all nearby stormwater drains.
- Collect saw-cut slurry in a well contained area and allow it to dry. Dispose of dry slurry in garbage. Residue from cutting and grinding operations may also be picked up by means of a wet vac or vacuum attachment to the cutting machine.
- Residue must not be allowed to flow across the pavement, or be left on the surface of the pavement. It may be necessary to use a street sweeper or wash down the area and collect the water.
- Avoid saw cutting operation during rainfall events unless you can contain, capture, and dispose of cuttings, sediment, and wash water.
- Consult Metro Vancouver regarding waste water treatment and discharge options to the sanitary sewer system.

## More Information

### City of Richmond Environmental Sustainability Services

Tel: 604-247-4694

Email: [www.richmond.ca/sustainability/environment](http://www.richmond.ca/sustainability/environment)

### Environment Canada

Email: [www.ec.gc.ca/pollution/](http://www.ec.gc.ca/pollution/)

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### Metro Vancouver Environmental Regulation & Enforcement Services

Tel: 604-432-6200

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If you are unable to identify the material in question or there is an emergency, call the Richmond Fire Department at 911.



# Concrete, Stone and Tile Industry

## Stormwater Pollution Prevention Information Guide



## City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1

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

May 28, 2019

Sustainability

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

Richmond is an island city located within one of the most productive ecosystems in the world. Our community relies on a healthy and diverse landscape to maintain biological diversity and a resilient natural environment.

## Richmond's Drainage Network

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The Fraser River hosts many unique wildlife and aquatic habitat, including Pacific salmon species, orca, whales, and sea otters.



CNCL - 110

## Did you know?

An individual or business may be fined up to \$10,000.00 for discharging any waste water or other potentially polluting substances to the storm drainage system under the City's *Pollution Prevention and Clean-up Bylaw* (#8475).

In addition, these discharges may also violate *Section 36(3) of the Federal Fisheries Act*, since most of the City's drainage system is connected directly to the Fraser River.

## Best Management Practices

Discharge of waste water containing concrete, stone and tile fines, or chemicals used to wash or finish these materials, must be contained to prevent them from draining to streets, lanes, or other areas where it may reach the stormwater drainage system.

These wastes pose a serious risk to Richmond's aquatic environment. Concrete slurry and saw-cut fines contaminate stormdrains and suffocate sea life.

## At the Construction Site

*Be aware of drainage catch basin locations prior to commencing work.*

- Provide catch basin covers, inlet protection, or similarly effective containment devices over all nearby catch basins.
- Use drip pans, ground cloths, heavy cardboard or plywood wherever concrete, asphalt, or asphalt emulsion chunks and drips are likely to fall unintentionally, such as beneath extraction points from mixing equipment.



- Concrete delivery and pumping vehicles must not discharge any concrete, slurry, or rinse water into street gutters, stormwater drainages, drainage ditches, or onto the paved surface of a roadway or driveway.
- Direct aggregate wash water areas on the construction site where the sediments can filter through grass or gravel.
- If wastewater cannot be directed to suitable areas on the construction site, it should be contained, collected, and disposed of in an approved matter. Absorbents may be required to contain and collect wastewater.
- During rain events, portable asphalt mixing equipment should be covered by an awning or other similar structures to avoid contact with rainfall.

## Clean-Up

- Designate a washout area away from stormdrains onsite where application and mixing equipment cleaning should be conducted. This washout area can also be used to contain excess material and slurry.
- Trucks and equipment should be returned to your facility for washing in a wash bay connected to the sanitary sewer.
- Sweep the pouring area to collect loose aggregate chunks and dust. Do not hose down the area to stormwater drains.



# City of Richmond

## Report to Committee

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**To:** Public Works and Transportation Committee      **Date:** March 3, 2020  
**From:** Peter Russell      **File:** 10-6150-11-01/2020-  
Director, Sustainability and District Energy      Vol 01  
**Re:** **Proposed South Arm Jetty Tidal Marsh Project: Provincial Land Tenure Application**

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### Staff Recommendation

That, for the purposes of environmental enhancement and consistency with the City's Flood Protection Management Strategy, the Vancouver Fraser Port Authority's Provincial Land Tenure Application for a 30 year lease, as identified in the "Proposed South Arm Jetty Tidal Marsh Project: Provincial Land Tenure Application" report dated March 3, 2020, from the Director, Sustainability and District Energy, be endorsed.

Peter Russell  
Director, Sustainability and District Energy  
(604-276-4130)

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



## Staff Report

### Origin

The purpose of this report is to inform Council that the Vancouver Fraser Port Authority (the Port) has submitted an application to BC's Ministry of Forests, Lands, Natural Resource Operations and Rural Development (the Province) to obtain a (maximum) 30 year lease for lands that will support the construction of the South Arm Jetty Tidal Marsh Project. This report also provides an update on the Fraser River Estuary Connectivity Project located in the same general area.

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.*

### Analysis

#### Provincial Land Tenure Application for the proposed South Arm Jetty Tidal Marsh Project

The Port's South Arm Jetty Tidal Marsh Project is proposed on provincially-owned land located along the southern edge of Sturgeon Bank, on the north side of the Steveston Jetty, and at the mouth of the Fraser River, all within the City's municipal urban boundary (Attachment 1). The area is currently an unvegetated intertidal sand flat with shallow sub-tidal areas. The proposed project will convert approximately 50 hectares of existing sand flat into marsh habitat that is intended to benefit local fish and wildlife as part of the larger Sturgeon Bank Wildlife Management Area (Attachment 2). The Port is pursuing the project, in part, to offset the anticipated impacts associated with the proposed Roberts Bank Terminal 2 Project, which is currently seeking an Environmental Assessment Certificate from the Impact Assessment Agency of Canada.

The Port submitted a land tenure application to the Province in January 2020. The Province requires stakeholder consultation as part of the land tenure procurement process and is seeking comments from the City by April 8, 2020. Staff have reviewed the Port's land tenure package, which included a long-term management plan, concept designs and letters of support from the Musqueam and Semiahmoo First Nations. Staff are working with the Province to understand their processes for applying long-term management responsibilities to land tenures.

The project will be constructed approximately two kilometres from the City's west dike. The project, including construction, is not expected to pose a risk to the community, impede viewpoints along the west dike trail system, or compromise the City's long-term flood protection plans. The Port has developed a long-term management plan that is consistent with current efforts to revitalize Sturgeon Bank, including the Fraser River Estuary Connectivity Project. The final project, when completed, will serve to improve Sturgeon Bank's natural environmental and flood attenuation properties along the west dike, consistent with the objectives of the City's Flood Protection Management Strategy.

Staff have no additional concerns regarding the Port's application and recommend that Council endorse the Port's application.

Fraser River Estuary Connectivity Project

Staff last updated Council on this project via memorandum on October 15, 2019. Raincoast Conservation Foundation (Raincoast) and the Department of Fisheries and Oceans Canada are currently working along the Steveston Jetty to increase fish access, freshwater, nutrient loading, and sediment flow from the Fraser River to Sturgeon Bank through a series of breach points (illustrated in Attachment 1).

Raincoast concluded the first phase of the project in March 2019, which included constructing three, 50 metre-wide by 1.5 metre-deep, breaches along the Jetty to improve freshwater inputs to Sturgeon Bank at mid and high tide. Environmental monitoring is ongoing and Raincoast is pleased with its preliminary fish counts at the breach locations, which have exceeded expectations. Raincoast is currently planning the second phase of the work. Phase two activities include deepening the breaches to improve freshwater flow at low tide and is expected to be completed in 2020. Raincoast is also continuing discussions with regional stakeholders such as Metro Vancouver, regarding potential breaches on Iona Island and at McDonald Slough as part of the proposed Iona Island Wastewater Treatment Plant upgrades. The potential for this future restoration work remains dependent on securing funding. A firm schedule has yet to be defined.

**Financial Impact**

None.

**Conclusion**

Sturgeon Bank provides a critical habitat in the region and offers beneficial flood mitigation protection to the City's western most boundaries. Recognition of these key functions are also noted by several inter-jurisdictional stakeholders and assessments are currently underway to better understand the factors contributing to the observable changes on Sturgeon Bank.

Staff have reviewed the technical information related to the Vancouver Fraser Port Authority's Provincial Land Tenure Application and recommend that Council support the application. If endorsed, Staff will notify the Province of the resolution and will update Council accordingly when a final provincial decision is made, which is expected in May 2020.



Chad Paulin P.Ag., M.Sc.  
Manager, Environment  
(604-247-4672)

Att. 1: Fraser River Estuary Project Breach Locations

Att. 2: Proposed Port of Metro Vancouver South Arm Jetty Tidal Marsh Project



CNCL - 114



## Attachment 2. Proposed Port of Metro Vancouver South Arm Jetty Tidal Marsh Project



*Current state at low tide.*



*Rendering of proposed new habitat at low tide*

(Source: Port of Metro Vancouver)



**Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10165**

The Council of the City of Richmond enacts as follows:

1. Council Procedure Bylaw No. 7560, as amended, is further amended by inserting Section 1.5 as follows:

**1.5 Electronic Meetings and Participation by Members**

- 1.5.1 In emergency circumstances as determined by the Mayor, the Mayor may declare an emergency prior to the commencement of a Regular Council Meeting and a member of Council who is unable to attend that Regular Council Meeting may participate by electronic means at the Regular Council Meeting.
  - 1.5.2 The facilities used for electronic meetings must permit the meeting participants to hear each other and, except for any part of the meeting which is closed in accordance with section 1.3, permit the public to hear the participation of all members during the meeting.
  - 1.5.3 Any Electronic Meeting of a Regular Council Meeting must be held in the Council Chamber or Anderson Room.
  - 1.5.4 In making a declaration under Section 1.5.1, the Mayor may, based on stated public health and safety reasons, exclude or limit the physical attendance of members of the public at the Regular Council Meeting.
2. This Bylaw is cited as “**Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10165**”.

FIRST READING

SECOND READING

THIRD READING

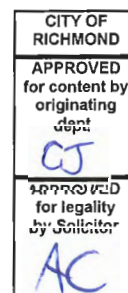
LEGAL REQUIREMENTS SATISFIED

ADOPTED

MAR 16 2020

MAR 16 2020

MAR 16 2020



MAYOR

CORPORATE OFFICER



**Consolidated Fees Bylaw No. 8636,  
Amendment Bylaw No. 10142**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fee Bylaw No. 8636**, as amended, is further amended by adding the following to the Civic Address Changes section of SCHEDULE – DEVELOPMENT APPLICATION FEES to the Consolidated Fees Bylaw 8636:

Section	Description	Base Fee	Incremental Fee
Section 1.13.1	Additional Address requested for secondary suite or coach house	\$50.00	Not Applicable

2. This Bylaw may be cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10142**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

MAR 09 2020

n/a

MAR 09 2020

MAR 09 2020

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9982 (RZ 16-733904)  
5631, 5635, 5651, 5691, 5711, 5731 and 5751 Steveston Highway**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it “**MEDIUM DENSITY TOWNHOUSES (RTM2)**”.

P.I.D. 004-306-481

Lot 909 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866

P.I.D. 004-866-029

Lot 910 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866

P.I.D. 003-761-100

Lot 774 Section 36 Block 4 North Range 7 West New Westminster District Plan 56002

P.I.D. 012-346-004

Parcel A (Reference Plan 9132) Lot 38 Except: Part Subdivided by Plan 57874 Section 36 Block 4 North Range 7 West New Westminster District Plan 1748

P.I.D. 004-869-834

Lot 911 Section 36 Block 4 North Range 7 West New Westminster District Plan 56866

P.I.D. 004-287-096

Lot 773 Section 36 Block 4 North Range 7 West New Westminster District Plan 56002

P.I.D. 002-561-557

Lot 97 Section 36 Block 4 North Range 7 West New Westminster District Plan 32685

2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9982**”.

FIRST READING

A PUBLIC HEARING WAS HELD ON

JAN 14 2019

FEB 19 2019

CITY OF RICHMOND
APPROVED by <i>E.I.</i>
APPROVED by Director or Solicitor <i>[Signature]</i>

SECOND READING

FEB 19 2019

THIRD READING

FEB 19 2019

OTHER CONDITIONS SATISFIED

MAR 19 2020

ADOPTED

MAYOR

CORPORATE OFFICER







**Development Permit Panel  
Wednesday, March 11, 2020**

Time: 3:30 p.m.  
Place: Council Chambers  
Richmond City Hall  
Present: Joe Erceg, Chair  
Peter Russell, Director, Sustainability and District Energy  
Jim Young, Director, Facilities and Project Development

The meeting was called to order at 3:30 p.m.

**Minutes**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on February 26, 2020 be adopted.*

**CARRIED**

**1. DEVELOPMENT PERMIT 17-766824  
(REDMS No. 6393525)**

APPLICANT: Matthew Cheng Architect Inc.

PROPERTY LOCATION: 8100 No. 5 Road

**INTENT OF PERMIT:**

1. Permit the construction of a temple at 8100 No. 5 Road on a site zoned "Assembly (ASY)" and partially designated as an Environmentally Sensitive Area (ESA); and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum height for buildings from 12 m to 13.75 m to allow for two roof-top sculpture elements.

## **Development Permit Panel**

### **Wednesday, March 11, 2020**

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#### **Applicant's Comments**

Matthew Cheng, Matthew Cheng Architect Inc., with the aid of a visual presentation (copy on file, City Clerk's Office), provided background information on the proposed development, highlighting the following:

- the subject property is located in the Agricultural Land Reserve Area (ALR) and zoned "Assembly (ASY)" and "Agriculture (AG1)", with portions designated as Environmentally Sensitive Area (ESA);
- the agricultural product grown on the subject property is intended for the use of the congregation or for donation;
- the existing ESA in the "Assembly (ASY)" zoned portion of the property has been found to be historically disturbed and will be removed and compensated in the form of an agricultural buffer area between the proposed development and the agricultural area;
- a four-meter wide driveway will be provided along a portion of the north property line to provide access to the site's agricultural area;
- a drainage system will be installed on the south and west sides of the site;
- a generous setback is proposed from the front property line along No. 5 Road for the proposed religious assembly building;
- the originally proposed vehicle entrance to the site has been relocated to the northwest corner to improve vehicular traffic and enhance pedestrian safety as recommended by the City's Advisory Design Panel;
- the proposed number of surface parking stalls to be provided around the proposed building complies with the City's Zoning Bylaw requirement;
- a pedestrian walkway is proposed around the building to separate pedestrian and vehicular traffic;
- bicycle racks and lockers will be provided in the proposed development;
- the main floor of the proposed building will be elevated to comply with the City's Flood Plain Designation and Protection Bylaw;
- a wheelchair lift will be installed in the middle of the proposed building opposite the accessible parking stalls to enhance accessibility of disabled persons;
- the building has been designed to reflect the traditional South Indian Hindu Temple;
- the main building components include a dining area and a worship hall;
- a building height variance is proposed to accommodate a small portion of the gate tower which is an important religious symbol;
- the highest point of the proposed building is significantly lower than the height of adjacent religious buildings;

## **Development Permit Panel**

### **Wednesday, March 11, 2020**

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- a parapet will be installed to screen the building's rooftop mechanical equipment; and
- appropriate safety, security and sustainability features will be incorporated into the proposed development.

Caelan Griffiths, PMG Landscape Architects, briefed the Panel on the main landscaping features of the project, noting that (i) different surface paving treatments on the site are proposed according to their specific uses, (ii) the proposed ESA planting for the agricultural landscape buffer includes native plant species which provide habitat for pollinators, (iii) flowering trees and bright perennials are proposed for the "Assembly (ASY)" zoned portion of the site, and (iv) bollard lighting is proposed to avoid light pollution and enhance pedestrian safety and wayfinding on the site.

In reply to queries from the Panel, Mr. Cheng acknowledged that (i) the applicant will consider installing on-site electric vehicle and bicycle charging stations although these are not required for the project, (ii) the proposed rooftop mechanical equipment will be screened and hidden from adjacent religious buildings, and (iii) the main floor of the building will be elevated by 1.4 meters above the road.

#### **Staff Comments**

Wayne Craig, Director, Development, noted that (i) the project complies with the required flood construction level for the area, (ii) there is a Servicing Agreement for frontage works and service connections as a condition for approval, (iii) the proposed height variance for the project is less than the height variances approved by the City for similar religious buildings along the No. 5 Road corridor, (iv) there are no habitable spaces associated with the proposed height variance, which is centrally located to minimize shadowing impacts on adjacent developments, and (v) the approximately 640-square meter on-site landscaping for the "Assembly (ASY)" zoned portion of the site has a similar planting palette with the ESA compensation planting on the proposed agricultural landscape buffer and also performs an ecological function.

#### **Panel Discussion**

The Panel expressed support for the project, noting that it is well thought out and the proposed building height variance is minimal.

#### **Gallery Comments**

None.

#### **Correspondence**

None.

## Development Permit Panel

### Wednesday, March 11, 2020

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#### Panel Decision

It was moved and seconded

*That a Development Permit be issued which would:*

1. *permit the construction of a temple at 8100 No. 5 Road on a site zoned "Assembly (ASY)" and partially designated as an Environmentally Sensitive Area (ESA); and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum height for buildings from 12 m to 13.75 m to allow for two roof-top sculpture elements.*

**CARRIED**

#### 2. **DEVELOPMENT PERMIT 18-835723**

(REDMS No. 6398694 v. 4)

APPLICANT: Prosper Homes Ltd.

PROPERTY LOCATION: 9500 Finn Road

#### INTENT OF PERMIT:

Permit the construction of a single detached dwelling at 9500 Finn Road on a site zoned "Agriculture (AG1)" zone and designated as an Environmentally Sensitive Area (ESA).

#### Applicant's Comments

Chan Sandher, Prosper Homes, Ltd., with the aid of a visual presentation (copy on file, City Clerk's Office), provided background information on the proposed development, highlighting the following:

- the subject property includes Environmentally Sensitive Areas (ESAs) along the southwestern corner and eastern side of the property;
- existing structures within the ESAs have been removed and the ESAs will be replanted with native species of trees, shrubs, and groundcovers; and
- temporary fencing will be installed to protect the ESAs during construction of the proposed development which includes a new single detached dwelling with attached garage and septic tank.

Mark Gollner, Marlim Ecological Consulting Ltd., reviewed the proposed ESA restoration and enhancement scheme as well as the proposed ESA compensation scheme within the adjacent Riparian Management Area (RMA) to the east of the original boundary line. In addition, Mr. Gollner noted that monitoring during construction and ESA planting will be conducted by a Qualified Environmental Professional (QEP).

## **Development Permit Panel**

### **Wednesday, March 11, 2020**

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#### **Staff Comments**

Mr. Craig noted that all existing trees on the site will be retained and there is a legal agreement to require three years of post-construction monitoring of the ESA restoration planting by a QEP.

#### **Panel Discussion**

In reply to a query from the Panel, Mr. Gollner noted that the topped birch tree will be retained as it has wildlife habitat value.

#### **Gallery Comments**

Graeme Price, 9460 Finn Road, stated that he lives near to the subject property and queried about the required distance of the septic drain field from the ESA as he expressed concern that the size of the septic drain field might not be adequate and could potentially impact the ESA.

In reply to the query of Mr. Price, Mr. Craig advised that (i) the design of the septic drain field will have to be certified by a qualified professional and reviewed and approved by the Vancouver Coastal Health (VCH), (ii) depending on the technology, different septic field drain sizes could be used, and (iii) there will be a licencing requirement that will be verified at Building Permit stage.

In reply to a further query from Mr. Price regarding the elevation of the subject property, Mr. Craig further advised that there are no retaining walls proposed along the common property lines and no grade changes are anticipated between the subject property and adjacent properties.

In addition, Mr. Sandher confirmed that (i) the foundation walls of the proposed single-family dwelling will be raised; however, the elevation of the subject property will not be increased, and (ii) a septic engineer has been consulted by the applicant for the design of the septic system for the proposed development.

#### **Correspondence**

None.

#### **Panel Discussion**

The Panel expressed support for the proposed development and commended the applicant for their work on the project.

**Development Permit Panel**  
**Wednesday, March 11, 2020**

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**Panel Decision**

It was moved and seconded

*That a Development Permit be issued which would permit the construction of a single detached dwelling at 9500 Finn Road on a site zoned "Agriculture (AG1)" zone and designated as an Environmentally Sensitive Area (ESA).*

**CARRIED**

**3. Date of Next Meeting: March 25, 2020**

**4. Adjournment**

It was moved and seconded

*That the meeting be adjourned at 4:12 p.m.*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, March 11, 2020.

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Joe Erceg  
Chair

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Rustico Agawin  
Committee Clerk



# City of Richmond

## Report to Council

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<b>To:</b>	Richmond City Council	<b>Date:</b>	March 19, 2020
<b>From:</b>	Joe Erceg Chair, Development Permit Panel	<b>File:</b>	01-0100-20-DPER1- 01/2020-Vol 01
<b>Re:</b>	Development Permit Panel Meeting Held on October 17, 2019		

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### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 18-829234) for the property at 5631, 5635, 5651, 5691, 5711, 5731 and 5751 Steveston Highway be endorsed, and the Permit so issued.

Joe Erceg  
Chair, Development Permit Panel  
(604-276-4083)

SB:blg



### Panel Report

The Development Permit Panel considered the following item at its meeting held on October 17, 2019.

DP 18-829234 – INTERFACE ARCHITECTURE INC.  
– 5631, 5635, 5651, 5691, 5711, 5731 AND 5751 STEVESTON HIGHWAY  
 (October 17, 2019)

The Panel considered a Development Permit (DP) application to permit the construction of 28 townhouse units on a site zoned “Medium Density Townhouses (RTM2)”. A variance is included in the proposal for reduced front yard setback to Steveston Highway.

Architect, Kenneth Chow, of Interface Architecture Inc.; and Landscape Architect, Denitsa Dimitrova, of PMG Landscape Architects, provided a brief presentation, noting that:

- Design objectives for the 28-unit townhouse development include the creation of a visually interesting residential development with simple massing compatible with the neighbourhood.
- Proposed setback variances for the front yards will allow more trees to be retained in the rear yards and provide an appropriate buffer to adjacent single-family homes.
- A centrally located site entry with a T-shaped drive aisle is proposed to provide adequate manoeuvring space for large trucks.
- A right-in/right-out vehicle access is proposed and a heritage interpretive sign will be installed at the site entry.
- The buildings are oriented east-west to optimize solar benefits and the north-south orientation of major living spaces will minimize overlook to neighbouring developments.
- Two secondary suites and three convertible units will be provided.
- Side-by-side parking is proposed for all townhouse units.
- Electric vehicle charging will be provided for all residential parking spaces, including the dedicated outdoor parking spaces for the secondary suites.
- Four solar panels will be installed for each townhouse unit.
- A significant number of trees along the rear property line will be retained.
- The backyard and ground floor of convertible units have the same elevation to provide accessibility.
- The proposed outdoor amenity area includes passive and active spaces.
- Permeable pavers are proposed at the site entry, at the ends of drive aisles and on outdoor parking spaces.

In reply to queries from the Panel, the design team noted that: (i) majority of trees to be retained are along and close to the north property line; (ii) some replacement trees could not be accommodated on-site due to lack of space; (iii) the developer had consulted with owners of adjacent single-family homes to the north regarding the project’s proposed interface with their properties; (iv) there is a Statutory Right-of-Way (SRW) allowing access to/from the future redevelopment of adjacent properties to the west through the subject site; (v) the proposed development will fit in with the neighbourhood; (vi) the proposed secondary suites are livable; and (vii) the solar panels will be directly connected to the energy system of the proposed development.

Staff noted that: (i) the proposed front yard setback variance on the eastern side of the site is driven by the 2 m wide road dedication along the eastern edge of the site for future road widening; (ii) all rear yard units will have a minimum of 6 m setback to maximize tree retention at the rear of the site; (iii) as per the acoustical report provided by the applicant, the project will achieve the interior noise standards of Canada Mortgage and Housing Corporation (CMHC) with respect to traffic generated from Steveston Highway; (iv) there is currently no plan for road widening of Steveston Highway; (v) a physical barrier will be constructed through the Servicing Agreement to enforce the right-in/right-out vehicle movement on the site; and (vi) the interpretive heritage signage is proposed to commemorate the former Martianoff Residence on the development site at 5731 Steveston Highway as a social gathering place in the early 19th century.

No correspondence was submitted to the Panel regarding the application.

The Panel expressed support for the project, noting that it is well executed and has positive features including the provision of side-by-side residential parking and installation of solar panels for all townhouse units.

The Panel recommends the Permit be issued.