

City of Maple Ridge

## **COUNCIL MEETING AGENDA**

**April 9, 2019**

**7:00 p.m.**

**Council Chamber**

### **MEETING DECORUM**

Council would like to remind all people present tonight that serious issues are decided at Council meetings which affect many people's lives. Therefore, we ask that you act with the appropriate decorum that a Council Meeting deserves. Commentary and conversations by the public are distracting. Should anyone disrupt the Council Meeting in any way, the meeting will be stopped and that person's behavior will be reprimanded. *The meeting is live streamed and recorded by the City of Maple Ridge.*

Note: This Agenda is also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

The purpose of a Council meeting is to enact powers given to Council by using bylaws or resolutions. This is the venue for debate of issues before voting on a bylaw or resolution.

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- 100      **CALL TO ORDER**
- 200      **AMENDMENTS TO THE AGENDA**
- 300      **APPROVAL OF THE AGENDA**
- 400      **ADOPTION OF MINUTES**
- 401      Minutes of the Regular Council Meeting of March 19, 2019 and Special Council Meetings of March 5, 2019, March 12, 2019, March 19, 2019 and March 27, 2019
- 402      Minutes to the Public Hearing of March 19, 2019
- 500      **PRESENTATIONS AT THE REQUEST OF COUNCIL**
- 600      **DELEGATIONS**
- 601      **Petition to reinstate lane barrier - Haley Street back lane in Silver Ridge**
- Martin Viljoen, neighbourhood representative
  - Susanne Sloboda, neighbourhood representative

602      **Remembering Working People – Grant De Patie, BC Federation of Labour’s Young Workers Committee**

- Milena Kollay, MoveUP, Chair
- Alex Gendron, United Steel Workers, Co-Chair

603      **Late Cancellation**

650      ***QUESTIONS FROM THE PUBLIC***

Note: Questions from the Public are limited to 15 minutes unless extended by a motion approved by the majority of Council. Each speaker is limited to 2 minutes at a time.

700      ***ITEMS ON CONSENT***

701      **Minutes**

701.1      Minutes of the Development Agreements Committee Meetings of March 19, 2019, March 20, 2019, March 26, 2019, April 2, 2019 and April 4, 2019.

701.2      Minutes of Meetings of Committees and Commissions of Council

- Advisory Design Panel – January 16, 2019
- Agricultural Advisory Committee – February 28, 2019
- Municipal Advisory Committee on Accessibility and Inclusiveness – September 20, 2018

702      **Reports**

702.1      **Disbursements for the Month ended February 28, 2019**

Staff report dated April 9, 2019 providing information on Disbursements for the Month ended February 28, 2019.

702.2      **2019 Council Expenses**

Staff report dated April 9, 2019 providing information on 2019 Council Expenses.

800      ***UNFINISHED BUSINESS***

For the following items that refer to staff report earlier than this agenda date: the items were presented at Council Workshop meeting typically a week prior on the date of the staff report, to provide Council with an opportunity to ask staff detailed questions. The items are now before the regular Council Meeting for debate and vote. Both meetings are open to the public. The reports are not reprinted again in hard copy, however; they can be found in the electronic agenda or in the Council Workshop agenda package dated accordingly.

801 City of Maple Ridge Strategic Plan 2019-2022 and Council Workplan Matrix - March 19, 2019

Staff report dated March 19, 2019 recommending that the "City of Maple Ridge Strategic Plan 2019-2022" and "Council Workplan Matrix - March 19, 2019" be given final consideration.

802 Single Family Residential Building Permit Frontage Improvements Policy

Staff report dated March 19, 2019 recommending that "Single Family Residential Building Permit Frontage Improvements Policy" be adopted.

900 CORRESPONDENCE

1000 BYLAWS

*Note: Items 1001 to 1003 are from the March 19, 2019 Public Hearing*

Bylaws for Third Reading

1001 2017-184-RZ, 23585 128 Avenue

1001.1 Maple Ridge Official Community Plan Amending Bylaw No. 7530-2019

To re-designate a portion of the subject property from Estate Suburban Residential to Conservation and Forest and to add to Schedule "C" areas designated as Conservation and Forest.

Third reading

1001.2 Maple Ridge Zone Amending Bylaw No. 7392-2017

A text amendment to the RS-2 (One Family Suburban Residential) zone with density bonus provisions to create a 5 lot subdivision.

Third reading

1002 2013-087-RZ, 23500 and 23550 Larch Avenue

1002.1 Maple Ridge Official Community Plan amending Bylaw No. 7526-2018

To establish a defined boundary between the portion of the site to be developed and the portion proposed to be developed as neighborhood park to the west.

Third reading

**1002.2 Maple Ridge Zone Amending Bylaw No. 7068-2014**

To rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) and P-1 (Park and School) to allow future development of approximately 19 townhouses with 0.53 ha (1.3 acres) allocated for a future neighborhood park and conservation lands.

**1003 2017-461-RZ, 11641 227 Street**

**1003.1 Maple Ridge Official Community Plan Amending Bylaw No. 7525-2018**

To amend the Conservation Boundary and to amend the Low Rise Apartment land use designation to permit a 6 storey development.  
Third reading

**1003.2 Maple Ridge Zone Amending Bylaw No. 7401-2017**

To rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit the future construction of two residential apartment buildings with approximately 153 residential units.  
Third reading

**Bylaws for Adoption**

**1004 2016-009-RZ, 23729 Dewdney Trunk Road**

**Maple Ridge Zone Amending Bylaw No. 7220-2016**

Staff report dated April 9, 2019 recommending adoption

To rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) to permit future construction of a 41 unit multi-family Development.  
Adoption

**1005 Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7529-2019**

To create a separate category for cannabis related businesses and to address the need for a fee for the review of each application and to bring certain sections up to date.  
Adoption

**1100 COMMITTEE REPORTS AND RECOMMENDATIONS**

For the following items that refer to staff report earlier than this agenda date: the items were presented at a Committee of the Whole meeting typically a week prior on the date of the staff report, to provide Council with an opportunity to ask staff detailed questions. The items are now before the regular Council Meeting for debate and vote. Both meetings are open to the public. The reports are not reprinted again in hard copy, however; they can be found in the electronic agenda or in the Committee of the Whole agenda package dated accordingly.

**1101      2019-055-RZ, 11839 267 Street & 11795 267 Street, RS-3 to RS-2**

Staff report dated April 2, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7539-2019 to rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to create a 16 lot subdivision be given first reading and that the applicant provide further information as described on Schedules A,B,D,F & G of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

**1102      2019-048-DVP, 12621 Ansell Street**

Staff report dated April 2, 2019 recommending that the Corporate Officer be authorized to sign and seal 2019-048-DVP respecting property located at 12621 Ansell Street.

**1103      2016-009-DP, 23729 Dewdney Trunk Road**

Staff report dated April 2, 2019 recommending that the Corporate Officer be authorized to sign and seal 2016-009-DP respecting property located at 23729 Dewdney Trunk Road.

**5.          *CORPORATE SERVICES***

**1131      Maple Ridge Filming Fees Amending Bylaw No. 7538-2019**

Staff report dated April 2, 2019 recommending that Filming Fees Amending Bylaw No. 7538-2019 to bring the fees and charges to a level consistent with surrounding municipalities be given first, second and third readings.

**6.          *PARKS, RECREATION & CULTURE***

**1151      Contract Award for Parks Grass Mowing and Trimming Services**

Staff report dated April 2, 2019 recommending that Contract ITT-PL18-85 for Parks Mowing and Trimming Services be awarded to Vane Lawn and Garden Care Ltd. for a two year term, in the amount of \$224,700 plus a contingency amount of \$6,700 for other mowing services that may be required up to April 30, 2021.

**1152      Contract Award for the Telosky Fieldhouse Construction**

Staff report dated April 2, 2019 recommending that Contract ITT-PL19-2 for the Fieldhouse Construction at Telosky Stadium be awarded to Golden Globe Construction Ltd. in the amount of \$1,168,000 plus taxes and that a contingency of \$195,000 be established and that the Corporate Officer be authorized to execute the contract

**1200      *STAFF REPORTS***

**1300      *OTHER MATTERS DEEMED EXPEDIENT***

**1400      *NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING***

**1500      *MAYOR AND COUNCILLORS' REPORTS***

1600     **ADJOURNMENT**

*QUESTIONS FROM THE PUBLIC*

The purpose of the Questions from the Public session is to provide the public with an opportunity to ask questions of Council on items that are of concern to them, with the exception of Public Hearing bylaws which have not yet reached conclusion.

Council will not tolerate any derogatory remarks directed at Council or staff members.

Each person will be permitted 2 minutes to ask their question (a second opportunity is permitted if no one else is sitting in the chairs in front of the podium). Questions must be directed to the Chair of the meeting and not to individual members of Council. The total session is limited to 15 minutes.

Council reserves the right to defer responding to a question in order to obtain the information required to provide a complete and accurate response.

Other opportunities are available to address Council including public hearings, delegations and community forum. The public may also make their views known to Council by writing or via email and by attending open houses, workshops and information meetings. Serving on an Advisory Committee is an excellent way to have a voice in the future of this community.

For more information on these opportunities contact:

Clerk's Department at 604-463-5221 or [clerks@mapleridge.ca](mailto:clerks@mapleridge.ca).

Mayor and Council at [mayorandcouncil@mapleridge.ca](mailto:mayorandcouncil@mapleridge.ca).

Checked by: 

Date: Apr 4/19

## 400 Adoption and Receipt of Minutes



401 Minutes of Regular and Special Council Meetings

## **COUNCIL MEETING MINUTES**

March 19, 2019

The Minutes of the City Council Meeting held on March 19, 2019 at 6:00 p.m. in the Council Chamber of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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<b>PRESENT</b>	Appointed Staff
<i>Elected Officials</i>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	F. Quinn, General Manager Public Works and Development Services
**Councillor K. Duncan	D. Boag, Acting General Manager Parks, Recreation & Culture
Councillor J. Dueck	L. Benson, Director of Corporate Administration
Councillor C. Meadus	<i>Other Staff as Required</i>
Councillor R. Svendsen	C. Nolan, Corporate Controller
*Councillor A. Yousef	C. Carter, Director of Planning
<b>ABSENT</b>	D. Pollock, Municipal Engineer
Councillor G. Robson	C. Goddard, Manager of Development and Environmental Services
	R. Stott, Environmental Planner 2, Development and Environmental Services
	D. Hall, Planner 2, Development and Environmental Services
	A. Kopystynski, Planner 2, Development and Environmental Services

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Note: These Minutes are also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca).  
The meeting was also live streamed and recorded by the City of Maple Ridge.

\*Councillor A. Yousef entered the meeting at 6:03 p.m.

\*\*Councillor K. Duncan entered the meeting at 6:12 p.m.

### 100      **CALL TO ORDER**

The Mayor called the meeting to order at 6:00 p.m.

### 200      **AMENDMENTS TO THE AGENDA**

R/2019-172

It was moved and seconded

That the March 19, 2019 Regular Council agenda be amended by removing Item 1103 – Aquifer Mapping Update.

CARRIED

300      *APPROVAL OF THE AGENDA*

R/2019-173

It was moved and seconded

That the February 26, 2019 Regular Council agenda be approved as amended.

CARRIED

400      *ADOPTION OF MINUTES*

401      Minutes of the Regular Council Meeting of March 12, 2019

R/2019-174

It was moved and seconded

That the minutes of the Regular Council Meeting of March 12, 2019 be adopted as circulated.

CARRIED

Councillor A. Yousef entered the meeting.

500      *PRESENTATIONS AT THE REQUEST OF COUNCIL*

600      *DELEGATIONS*

601      Environmental Advisory Committee (EAC) Update

- Rodney Stott, Environmental Planner

Environmental Planner introduced the presentation and provided background on the committee.

Leanne Cohen gave a PowerPoint presentation including the following information:

- Environmental Advisory Committee Background
- Environmental Management Strategy Framework including communications, sustainable neighbourhoods and ecological health
- Environmental Advisory Committee Bylaw 7202-2016 Background including duties, membership and non-voting members
- Important Milestones
- Short Term Priorities Establishing strategic short term high priority Action items 2017 - 2020 including Communications Strategy; Green Infrastructure (GI) Strategy; Ecological Network Mgmt. Strategy; Aquifer Mapping Update;
- EAC Sub-committees
- Deliverables
- Checks and Balances

650      *QUESTIONS FROM THE PUBLIC*

Speaker #1

Advised that she spoke at the last council meeting and had not received a response as promised. She asked Council why they believe that the housing first practice is not the best course of action despite what the Province and others are doing. Mayor Morden advised that he will be in contact to set up a face to face meeting.

700      *ITEMS ON CONSENT*

701      Minutes

701.1    Minutes of the Development Agreements Committee Meeting of March 12, 2019

R/2019-175

It was moved and seconded

That the item on the Consent Agenda be received into the record.

CARRIED

800      *UNFINISHED BUSINESS – Nil*

900      *CORRESPONDENCE – Nil*

1000     *BYLAWS*

Bylaws for Adoption

1001     2017-078-RZ, 22368 North Avenue

1001.1   Maple Ridge Official Community Plan Amending Bylaw No. 7436-2018  
Staff report dated March 19, 2019 recommending adoption

To amend Schedule “A”, Chapter 10.4 Town Centre Area Plan, Schedule 1:  
from Low-Rise Apartment to Town Centre Commercial  
Adoption

R/2019-176

It was moved and seconded

That Bylaw No. 7436-2018 be adopted.

CARRIED

- 1001.2 **Maple Ridge Zone Amending Bylaw No. 7316-2017**  
Staff report dated March 19, 2019 recommending adoption

To rezone from RM-3 (High Density Apartment Residential) to C-3 (Town Centre Commercial). The current application is to permit the construction of a four storey mixed-use building.

Adoption

R/2019-177

It was moved and seconded

That Bylaw No. 7316-2017 be adopted.

CARRIED

- 1001.3 **Maple Ridge Housing Agreement Bylaw No. 7443-2018**  
Staff report dated March 19, 2019 recommending adoption

To secure six dwelling units as affordable rental units for persons with developmental disabilities in perpetuity.

Adoption

R/2019-178

It was moved and seconded

That Bylaw No. 7443-2018 be adopted.

CARRIED

- 1002 **2013-117-RZ, 12182 228 Street**  
**Maple Ridge Zone Amending Bylaw No. 7055-2014**  
Staff report dated March 19, 2019 recommending adoption

To rezone from RS-1 (One Family Urban Residential) to R-3 (Special Amenity Residential District). The current application is to permit a future subdivision of approximately 3 lots.

Adoption

R/2019-179

It was moved and seconded

That Bylaw No. 7055-2014 be adopted.

CARRIED

1100 COMMITTEE REPORTS AND RECOMMENDATIONS

Public Works and Development Services

1101 2018-498-RZ, 21640 124 Avenue, RS-1 to RT-2

Staff report dated March 19, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7533-2019 to rezone from RS-1 (One Family Urban Residential) to RT-2 (Ground Oriented Residential Infill) for a 4 unit Courtyard residential project be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

Council expressed concerns relative to the proposed duplex and parking for the area.

R/2019-180

It was moved and seconded

That Zone Amending Bylaw No. 7533-2019 be given first reading; and,

That the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

CARRIED

Councillor R. Svendsen – OPPOSED

1102 2017-124-RZ, 12555, 12599, 12516 and 12511 241 Street, RS-3 to RS-2

Staff report dated March 19, 2019 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7537-2019 to adjust the areas designated *Conservation* be given first and second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7343-2017 to rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to create a 26 lot subdivision and a 8.19 hectare (20 acre) park dedication be given second reading and be forwarded to Public Hearing.

R/2019-181

It was moved and seconded

1. That, in accordance with Section 475 of the *Local Government Act*, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7537-2019 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;

2. That Official Community Plan Amending Bylaw No. 7537-2019 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
3. That it be confirmed that Official Community Plan Amending Bylaw No. 7537-2019 is consistent with the Capital Expenditure Plan and Waste Management Plan;
4. That Official Community Plan Amending Bylaw No. 7537-2019 be given first and second readings and be forwarded to Public Hearing;
5. That Zone Amending Bylaw No. 7343-2017 be given second reading, and be forwarded to Public Hearing
6. That the following terms and conditions be met prior to final reading:
  - i. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
  - ii. Park dedication as required; and removal of all debris and garbage from park land;
  - iii. Road dedication as required;
  - iv. Consolidation of the subject properties;
  - v. Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject properties for the proposed development;
  - vi. Registration of a Restrictive Covenant for the floodplain report, which addresses the suitability of the subject property(ies) for the proposed development;
  - vii. Registration of a Restrictive Covenant for Tree Protection;
  - viii. Registration of a Restrictive Covenant, and Storm Water Management;
  - ix. Registration of a Restrictive Covenant for conservation purposes;
  - x. Removal of existing buildings;
  - xi. Notification to the Department of Fisheries and Oceans and the Ministry of Environment for in-stream works on the site;
  - xii. That a voluntary contribution, in the amount of \$132,600.00 (\$5100.00/lot) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

Councillor K. Duncan - OPPOSED

### 1103 Aquifer Mapping Update

Item removed at the March 19, 2019 Committee of the Whole meeting.

1104 2016-009-DVP, 23729 Dewdney Trunk Road

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2016-009-DVP respecting property located at 23729 Dewdney Trunk Road.

The Corporate Officer advised that 183 letters were sent out and no responses were received.

R/2019-183

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-009-DVP respecting property located at 23729 Dewdney Trunk Road.

CARRIED

1105 2018-200-DVP, 23525 Dogwood Avenue

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2018-200-DVP respecting property located at 23525 Dogwood Avenue.

The Corporate Officer advised that 8 letters were sent out and no responses had been received.

R/2019-184

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2018-200-DVP respecting property located at 23525 Dogwood Avenue.

CARRIED

1106 2017-078-DVP, 22368 North Avenue

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2017-078-DVP respecting property located at 22368 North Avenue.

R/2019-185

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-078-DVP respecting property located at 22368 North Avenue.

CARRIED



1107 2017-078-DP, 22368 North Avenue

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2017-078-DP respecting property located at 22368 North Avenue.

R/2019-186

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-078-DP respecting property located at 22368 North Avenue.

CARRIED

1108 2013-117-DP, 12182 228 Street

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign and seal 2013-117-DP respecting property located at 12182 228 Street.

R/2019-187

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2013-117-DP respecting the property located at 12182 228 Street.

CARRIED

1109 2019-069-DP, 22255 Dewdney Trunk Road

Staff report dated March 19, 2019 recommending that the Corporate Officer be authorized to sign the Cancellation of Charges Application to discharge the notice of previously issued development permits 2017-061-DP and that the Corporate Officer be authorized to sign and seal 2019-069-DP respecting property located at 22255 Dewdney Trunk Road.

Staff answered questions relative to the total number of units, outdoor amenity space and community garden consideration.

R/2019-188

It was moved and seconded

That the Corporate Officer be authorized to sign the Cancellation of Charges Application to discharge the notice of previously issued development permits 2017-061-DP located at 22255 Dewdney Trunk Road; and,

That the Corporate Officer be authorized to sign and seal 2019-069-DP respecting property located at 22255 Dewdney Trunk Road.

CARRIED

**1110 Contract Award: Pavement Rehabilitation Program**

Staff report dated March 19, 2019 recommending that the extension for the 2016 contract for Pavement Rehabilitation be awarded to BA Blacktop Ltd. in the amount of \$1,565,969.03 excluding taxes and that additional work locations may be added under the extra work provisions in the contract up to \$600,000 and that the Corporate Officer be authorized to sign the contract up to the maximum amount of \$1,565,969.03 plus the extra work provisions

R/2019-189

It was moved and seconded

That the extension for the 2016 contract for Pavement Rehabilitation be awarded to BA Blacktop Ltd., in the amount of \$1,565,969.03 excluding applicable taxes;

And further that additional work locations may be added under the extra work provisions in the contract up to \$600,000 excluding taxes;

And furthermore that the Corporate Officer be authorized to sign the contract up to the maximum amount of \$1,565,969.03 plus the extra work provisions.

CARRIED

1200 *STAFF REPORTS* – Nil

1300 *OTHER MATTERS DEEMED EXPEDIENT*– Nil

1400 *NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING*– Nil

1500 *MAYOR AND COUNCILLORS' REPORTS*

Councillor Dueck

Councillor Dueck advised that she attended the Chamber of Commerce meeting last week and shared the social housing policy with the group. She noted her appreciation for being at the Chamber table.

Councillor Meadus

Councillor Meadus advised that she attended the Leaders and Innovation Forum. She noted a documentary from Seattle on a success story of a recovery program which allows people to go through process of recovery. She advised that she attended the ARMS meeting noting fundraisers such as Adopt a Fish program and the Duck Race are happening.

Councillor Yousef

Councillor Yousef advised that he attended the Ridge Meadows Hospice Society fundraiser at Samz Pub. He recognized and noted appreciation to Councillors Meadus, Robson and Svendson for their support of the victims of Christ Church massacre in New Zealand. He thanked all of Maple Ridge for coming together in solidarity.

Councillor Duncan

Councillor Duncan advised that she attended the Metro Vancouver Water Committee meeting, noting presentations from community members to save water. She advised that she will talk to Recycling Society about some of the programs discussed. She noted her attendance at the Innovation on Emerging Cities Forum, where all levels of government were in attendance.

Councillor Svendson

Councillor Svendon advised that he attended the Metro Vancouver Liquid Waste Committee. He advised The Unflushables campaign starting April 1<sup>st</sup> and the Let's Get Farming event taking place on April 4<sup>th</sup> in Council Chambers.

Mayor Morden

The Mayor provided an update of the legal process underway relative to the St. Anne Injunction, noting that there are limitation as to what Council can discuss publicly. He encouraged residents to write into Council using the [communication@mapleridge.ca](mailto:communication@mapleridge.ca) email address. He noted that Council is committed to safe community and that the Provincial government need to work through process with Council. He thanked staff and Council for their support.

1600     **ADJOURNMENT** – 6:38 p.m.

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M. Morden, Mayor

Certified Correct

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L. Benson, Corporate Officer

City of Maple Ridge

**SPECIAL COUNCIL MEETING MINUTES**

March 5, 2019

The Minutes of the City Council Meeting held on March 5, 2019 at 3:42 p.m. in the Blaney Room, 1<sup>st</sup> Floor, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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<b>PRESENT</b>	<b>Appointed Staff</b>
<b>Elected Officials</b>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	F. Quinn, General Manager of Public Works and
Councillor J. Dueck	Development Services
Councillor K. Duncan	D. Boag, Acting General Manager of Parks, Recreation
Councillor C. Meadus	and Community Engagement
Councillor G. Robson	L. Benson, Director of Corporate Administration
Councillor R. Svendsen	<b>Other staff as required</b>
Councillor A. Yousef	D. Denton, Acting Director Economic Development and
	Civic Properties
<b>ABSENT</b>	H. Exner, Fire Chief
	M. Van Dop, Deputy Fire Chief

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Note: These Minutes are also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

**1.0 CALL TO ORDER**

**2.0 APPROVAL OF THE AGENDA**

R/2019-137

It was moved and seconded

That the agenda for the March 5, 2019 Special Council Meeting be approved as circulated.

**3.0 NOTICE OF CLOSED COUNCIL MEETING**

The meeting will be closed to the public pursuant to Section 90(1) of the *Community Charter* as the subject matter being considered relates to the following:

Section 90(1)(e)      the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure might reasonably be expected to harm the interests of the municipality

Any other matter that may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Section 90 (1) of the *Community Charter* or *Freedom of Information and Protection of Privacy Act*.

4.0      *ADJOURNMENT*– 3:43 p.m.

Certified Correct

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M. Morden, Mayor

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L. Benson, Corporate Officer

City of Maple Ridge

**SPECIAL COUNCIL MEETING MINUTES**

March 12, 2019

The Minutes of the City Council Meeting held on March 12, 2019 at 12:14 p.m. in the Blaney Room, 1<sup>st</sup> Floor, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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<b>PRESENT</b>	<b>Appointed Staff</b>
<b>Elected Officials</b>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	F. Quinn, General Manager of Public Works and Development Services
Councillor J. Dueck	D. Boag, Acting General Manager of Parks, Recreation and Community Engagement
Councillor K. Duncan	L. Benson, Director of Corporate Administration
Councillor C. Meadus	<b>Other staff as required</b>
Councillor G. Robson	C. Carter, Director of Planning
Councillor R. Svendsen	B. Elliott, Manager of Community Planning
Councillor A. Yousef	
<b>ABSENT</b>	

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Note: These Minutes are also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

**1.0 CALL TO ORDER**

**2.0 APPROVAL OF THE AGENDA**

R/2019-142

It was moved and seconded

That the agenda for the March 12, 2019 Special Council Meeting be approved as circulated.

CARRIED

**3.0 NOTICE OF CLOSED COUNCIL MEETING**

The meeting will be closed to the public pursuant to Section 90(1) of the *Community Charter* as the subject matter being considered relates to the following:

Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure might reasonably be expected to harm the interests of the municipality

Section 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality

Any other matter that may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Section 90 (1) of the *Community Charter* or *Freedom of Information and Protection of Privacy Act*.

4.0      *ADJOURNMENT*– 12:15 p.m.

Certified Correct

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M. Morden, Mayor

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L. Benson, Corporate Officer

City of Maple Ridge

**SPECIAL COUNCIL MEETING MINUTES**

March 19, 2019

The Minutes of the City Council Meeting held on March 19, 2019 at 4:05 p.m. in the Blaney Room, 1<sup>st</sup> Floor, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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**PRESENT**

*Elected Officials*

Mayor M. Morden  
Councillor J. Dueck  
Councillor K. Duncan  
Councillor C. Meadus  
Councillor G. Robson  
Councillor R. Svendsen  
Councillor A. Yousef

*Appointed Staff*

K. Swift, Acting Chief Administrative Officer  
F. Quinn, General Manager of Public Works and Development Services  
D. Boag, Acting General Manager of Parks, Recreation and Community Engagement  
L. Benson, Director of Corporate Administration  
*Other staff as required*  
S. Cote-Rolvink, Chief Building Official  
M. Wetherill, Acting Director of Human Resources

**ABSENT**

Jeff Locke, Stewart McDannold Stuart via GoToMeeting

---

Note: These Minutes are also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

**1.0 CALL TO ORDER**

**2.0 APPROVAL OF THE AGENDA**

R/2019-170

It was moved and seconded

That the agenda for the March 12, 2019 Special Council Meeting be approved as circulated.

CARRIED

**3.0 NOTICE OF CLOSED COUNCIL MEETING**

The meeting will be closed to the public pursuant to Section 90(1) of the Community Charter as the subject matter being considered relates to the following:

Section 90(1)(c) labour relations or employee negotiations

Any other matter may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Section 90(1) of the Community Charter or Freedom of Information and Protection of Privacy Act.



4.0      *ADJOURNMENT*– 4:06 p.m.

Certified Correct

---

M. Morden, Mayor

---

L. Benson, Corporate Officer

City of Maple Ridge

**SPECIAL COUNCIL MEETING MINUTES**

March 27, 2019

The Minutes of the City Council Meeting held on March 27, 2019 at 1:32 p.m. in the Blaney Room, 1<sup>st</sup> Floor, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

---

**PRESENT**

*Elected Officials*

Mayor M. Morden  
Councillor J. Dueck  
Councillor K. Duncan  
Councillor C. Meadus  
Councillor G. Robson  
Councillor R. Svendsen  
Councillor A. Yousef

*Appointed Staff*

K. Swift, Acting Chief Administrative Officer  
F. Quinn, General Manager of Public Works and Development Services  
D. Boag, Acting General Manager of Parks, Recreation and Community Engagement  
L. Benson, Director of Corporate Administration

*Other staff as required*

C. Carter, Director of Planning

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Note: These Minutes are also posted on the City's Web Site at [www.mapleridge.ca](http://www.mapleridge.ca)

**1.0 CALL TO ORDER**

**2.0 APPROVAL OF THE AGENDA**

R/2019-196

It was moved and seconded

That the agenda for the March 27, 2019 Special Council Meeting be approved as circulated.

**3.0 NOTICE OF CLOSED COUNCIL MEETING**

R/2019-197

It was moved and seconded

That the Council meeting immediately following this meeting be closed to the public pursuant to Section 90(1) of the Community Charter as the subject matter being considered relates to the following:

Section 90(1)(e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure might reasonably be expected to harm the interests of the municipality

Section 90(1)(g) litigation or potential litigation affecting the municipality

Section 90(2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party

Any other matter may be brought before the Council that meets the requirements for a meeting closed to the public pursuant to Section 90(1) and 90(2) of the *Community Charter* or *Freedom of Information and Protection of Privacy Act*.

4.0 ADJOURNMENT- 1:33 p.m.

---

M. Morden, Mayor

Certified Correct

---

L. Benson, Corporate Officer

402 Minutes of the Public Hearing

CITY OF MAPLE RIDGE

REPORT OF PUBLIC HEARING

March 19, 2019

The Report of the Public Hearing held in the Council Chamber of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on March 19, 2019 at 7:00 p.m.

---

**PRESENT**

*Elected Officials*

Mayor M. Morden  
Councillor J. Dueck  
Councillor K. Duncan  
Councillor C. Meadus  
Councillor G. Robson  
Councillor R. Svendsen  
Councillor A. Yousef

*Appointed Staff*

K. Swift, Acting Chief Administrative Officer  
F. Quinn, General Manager Public Works & Development Services

L. Benson, Director of Corporate Administration

*Other staff as required*

D. Pollock, Municipal Engineer  
C. Carter, Director of Planning  
C. Goddard, Manager of Development and Environmental Services  
D. Hall, Planner 2, Development and Environmental Services  
A. Kopystynski, Planner 2, Development and Environmental Services  
W. Cooper, Planner 1, Development and Environmental Services

---

Mayor Morden called the meeting to order at 7:03 p.m..

Councillor Duncan entered the meeting at 7:04 p.m.

The Corporate Officer explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on April 9, 2019.

The Mayor then called upon Planning Department staff to present the following items on the agenda:

- 1) 2017-184-RZ  
23585 128 Avenue  
Lot 24 Section 28 Township 12 New Westminster District Plan 38973

**Maple Ridge Official Community Plan Amending Bylaw No. 7530-2019**

To re-designate a portion of the subject property from Estate Suburban Residential to Conservation and Forest and to add to Schedule "C" areas designated as Conservation and Forest.

**Maple Ridge Zone Amending Bylaw No. 7392-2017**

A text amendment to the RS-2 (One Family Suburban Residential) zone with density bonus provisions. The current application is to create a 5 lot subdivision.

D. Hall, Planner 2, Development and Environmental Services, gave a PowerPoint presentation including the following information:

- Applicant Information

- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal site specific text amendment to create 5 lot subdivision
- Proposed Site Plan
- Terms and Conditions

The Mayor called three times for speakers. There being no comment, the Mayor declared this item dealt with.

2) **2013-087-RZ**

**23500 and 23550 Larch Avenue**

Lot 4 Section 28 Township 12 New Westminster District Plan 24142

Lot 38 Section 28 Township 12 New Westminster District Plan 40978

**Maple Ridge Official Community Plan Amending Bylaw No. 7526-2018**

To amend Schedule "A", Chapter 10.3, Part VI, A – Silver Valley Area Plan, Figure 2 - Land Use Plan, and Figure 3C - River Hamlet from Conservation and Neighbourhood Park to Medium/High Density Residential.

To amend Schedule "A", Chapter 10.3, Part VI, A – Silver Valley Area Plan, Figure 4 – Trails / Open Space to remove from Conservation and to remove from Neighbourhood Park.

To establish a defined boundary between the portion of the site to be developed and the portion proposed to be developed as Neighbourhood Park to the west.

**Maple Ridge Zone Amending Bylaw No. 7068-2014**

To rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) and P-1 (Park and School). The current application is to allow future development of approximately 19 townhouses with 0.53 ha (1.3 acres) allocated for a future neighbourhood park and conservation lands.

A. Kopystynski, Planner 2, Development and Environmental Services, gave a PowerPoint presentation including the following information:

- Applicant Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan
- Site Cross Sections
- Site Elevations
- Parking revised to deal with units 1 and 2 tandem, 12 units side by side parking
- Landscape Plan
- Front / Back Yard Elevations
- Terms and Conditions

The Mayor called for speakers.

Speaker #1

The speaker noted that his property has flooded twice while construction happens to the south and west of his property. He asked where the rain water would be going to from this development. The Architect in attendance noted that a sump pump would be located on Larch Road. The speaker questioned the status of Fern Crescent. Staff advised of a road right of way which is currently a horse trail and that there are no plans to extend road. As requested by Council, staff advised that every development has to go through the Rain Water Management Plan and that other developments will also require a Storm Water Management plan.

The Mayor called a second and third time for speakers. There being no further comment, the Mayor declared this item dealt with.

- 3)        **2017-461-RZ**  
            **11641 227 Street**  
            Lot 1 District Lot 401 Group 1 New Westminster District Plan BCP24521

**Maple Ridge Official Community Plan Amending Bylaw No. 7525-2018**  
To amend Schedule "A", Chapter 10.4 Town Centre Area Plan, Schedule 1: Town Centre Area Land-Use Designation Map from Conservation to Low-Rise Apartment.

To amend Schedule "C" by removing Conservation.

To amend Schedule "A" Chapter 10.4 Town Centre Area plan, Section 3.3 Land Use Designations, subsection 3-22 Low Rise Apartment by adding text that a low rise apartment development be of a minimum of six (6) storeys for the subject property.

To amend the Conservation Boundary and to amend the Low Rise Apartment land use designation to permit a 6 storey development.

**Maple Ridge Zone Amending Bylaw No. 7401-2017**  
To rezone the subject property from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential). The current application is to permit the future construction of two residential apartment buildings with approximately 153 residential units. To accommodate the project, site specific changes to the RM-2 (Medium Density Residential) zone are required. They are as follows:

- 1) To increase the permitted net density from 1.8 to 2.0 FSR, and
- 2) To increase the building height from 15 metres (4 storeys) to 22 metres (6 storeys).

W. Cooper, Planner 1, Development and Environmental Services gave a PowerPoint presentation including the following information:

- Applicant Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Plan Context
- Site Characteristics

- Development Proposal to construct two residential apartment buildings with approximately 153 residential units
- File History
- Zoning Site Specific
- Site Plan
- Perspective Vignettes
- Landscape Plan
- Proposed Public Access
- Proposed Variances
- Terms and Conditions

The Mayor called for speakers.

The Corporate Officer advised that there were 218 letters sent out and that 4 written responses were received expressing various concerns.

#### Speakers #1

The speaker spoke against the proposed bylaw noting that the payment in lieu of rental units is far below that received in other municipalities. The speaker advised that neighbours had originally supported the development as it would have assisted with the affordable housing crisis in Maple Ridge. The speaker asked what the final number of storeys was going to be and why neighbours were being asked to give up their views when the developer was not having to give up the rental units.

#### Speaker #2

The speaker spoke against the proposed development citing the lack of a clear understanding of the total number of storey's proposed, the lack of parking and transportation in the area, and the change to the character of the area. Staff advised of the process the application will go through in response to the concerns raised.

#### Speaker #3

The speaker raised concerns with the lack of housing for those in Maple Ridge who don't have privileges we all have. The speaker noted the need for a rental housing component in all developments and encouraged council to take the concerns of the voter's into consideration.

#### Speaker #4

The speaker supports high density housing in Maple Ridge but spoke against the cash in lieu settlement offered to the developer. The speaker suggested that Council would not be able to build affordable housing with the cash in lieu payment. The speaker raised concerns with the development process for this application noting that consultation with the neighbourhood originally showed 4 storeys and expressed concern with the change in storeys and rental housing until the project received 2<sup>nd</sup> reading. The speaker noted that the compensation for the density bonus and cash in lieu of rental housing was not adequate.

#### Speaker #5

The speaker opposed the development noting the increase in storeys and loss of green space. The speaker raised concerns with the cash in lieu paid for the elimination of the rental housing originally proposed.

The Mayor called for speakers a second and third time.



**Speaker #1**

The speaker advised that the development on the site has already started and that the earth piled up is an eyesore and that water running through the site is running into conservation areas.

**Speaker #6**

The speaker inquired as to whether the building was going to be wood frame or concrete and what the provincial building code allowed.

**Speaker #7**

The speaker raised concerns with Council building purpose built rental housing in one area of the city versus incorporating rental units in every development and expressed concern that this approach may result in another Northumberland situation. The speaker suggested intermixing affordable housing into all future developments. The speaker noted concern with the cash in lieu proposed for this application noting the need for rental housing.

The architect for the application, Mr. Wayne Bissky of Bissky Architecture provided the following information in response to the concerns raised:

- Rezoning and the Development Permit happen concurrently;
- The building was never 4 storeys, the same drawings presented tonight were presented at the neighbourhood meeting;
- The building will be comprised of a steel frame;
- The number of parking stalls would be 1.72 per unit which is in excess of the bylaw requirement;
- Fire access would be provided in accordance with the bylaw and fire department consultation and approval; and,
- Affordable housing is needed in Maple Ridge and that bylaws have not been amended to keep up with the demand

**Speaker #8**

The speaker requested clarification relative to the 4 storeys presented and noted agreement with other speakers for the need to have mixed housing in all developments.

Mr. Ron Davis of Concordia Homes, the developer for the site, spoke to the difficulty to build affordable rental units. He advised that the intent is for his family to rent out suites as part of the family portfolio. He advised that the steel and concrete building design will be similar to that of Emerald Manor which is largely fire proof. He advised that the building will be fully sprinkled, it will include green features, outsulation versus insulation, and heat pumps which will result in a very attractive building for purchase to rent investors.

**Speaker #9**

The speaker advised that future generations will not be able to afford homes and suggested affordable housing is needed for both the young and elderly. The speaker expressed concerns with the cash in lieu proposed for not delivering the rental housing component.

The Mayor called a final time for speakers.

**Speaker #10**

The speaker raised the need for affordable housing and suggested that the city look at the model in Vienna. The speaker urged council not to forgo the rental units originally proposed.

**Speaker #11**

The speaker raised concerns that the cash in lieu payments will not allow the city to build affordable integrated housing without ghetto's being created and the need to address density bonus processes.

The Mayor called again for speakers. Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor adjourned the Public Hearing at 7:15 p.m.

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M. Morden, Mayor

Certified Correct

---

L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

## 701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

March 19, 2019  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Kelly Swift, Acting Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 2017-078-RZ**

**LEGAL:** Lot 50 Except: Part Dedicated Road on Plan BCP14057 Block 5  
District Lot 398 Group 1 New Westminster District Plan 155

**LOCATION:** 22368 North Avenue

**OWNER:** Ridge Meadows Community Living Foundation

**REQUIRED AGREEMENTS:** Housing Agreement Covenant  
Stormwater Management Covenant  
Rezoning Servicing Agreement

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2017-078-RZ.**

**CARRIED**

**2. 18-122838 BG**

**LEGAL:** Lot 1 Section 22 Township 12 New Westminster District Plan  
EPP72767

**LOCATION:** 24005 127B Avenue

**OWNER:** Harry and Valerie Vieira, Michael and Jenelle Bevan

**REQUIRED AGREEMENTS:** Secondary Suite Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-122838 BG.**

**CARRIED**

**3. 19-100587 BG**

LEGAL: Lot 14 Section 28 Township 12 New Westminster District Plan  
EPP60509

LOCATION: 13029 237A Street

OWNER: Tosheena and Todd Born

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-100587 BG.**

**CARRIED**

**4. 17-117277 BG**

LEGAL: Lot 253 District Lot 247 Group 1 New Westminster District Plan  
35929

LOCATION: 11737 Holly Street

OWNER: Devan and Ian Bailey

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-117277 BG.**

**CARRIED**

**5. 18-114707 BG**

LEGAL: Lot 12 Section 10 Township 12 New Westminster District Plan  
EPP70566

LOCATION: 11127 241A Street

OWNER: 1163192 B.C. Ltd. (Vijay Chouhan)

REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-114707 BG.**

**CARRIED**

6. 18-114718 BG

LEGAL: Lot 11 Section 10 Township 12 New Westminster District Plan  
EPP70566

LOCATION: 11133 241A Street

OWNER: 1093880 B.C. Ltd. (Vijay Chouhan)

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-114718 BG.

CARRIED

7. 17-121157 BG

LEGAL: The South Half of Lot 9 Section 2 Township 12 New Westminster  
District Plan 1208

LOCATION: 10137 256 Street

OWNER: Ibrahim and Thorai Hammoud

REQUIRED AGREEMENTS: Detached Garden Suite Covenant  
Detached Garden Suite Parking Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 17-121157 BG.

CARRIED

8. 19-100810 BG


LEGAL: Lot 3 Section 15 Township 12 New Westminster District Plan  
EPP61216

LOCATION: 11353 242A Street

OWNER: City of Maple Ridge

REQUIRED AGREEMENTS: Release of Covenant (CA6523330)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-100810 BG.

  
\_\_\_\_\_  
Michael Morden, Mayor  
Chair

CARRIED

  
\_\_\_\_\_  
Kelly Swift, Acting Chief Administrative Officer  
Member



Scale: 1:1,500

## Legend

- Stream
- - - Indefinite Creek
- River
- Major Rivers & Lakes

22368 North Avenue

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

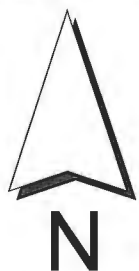
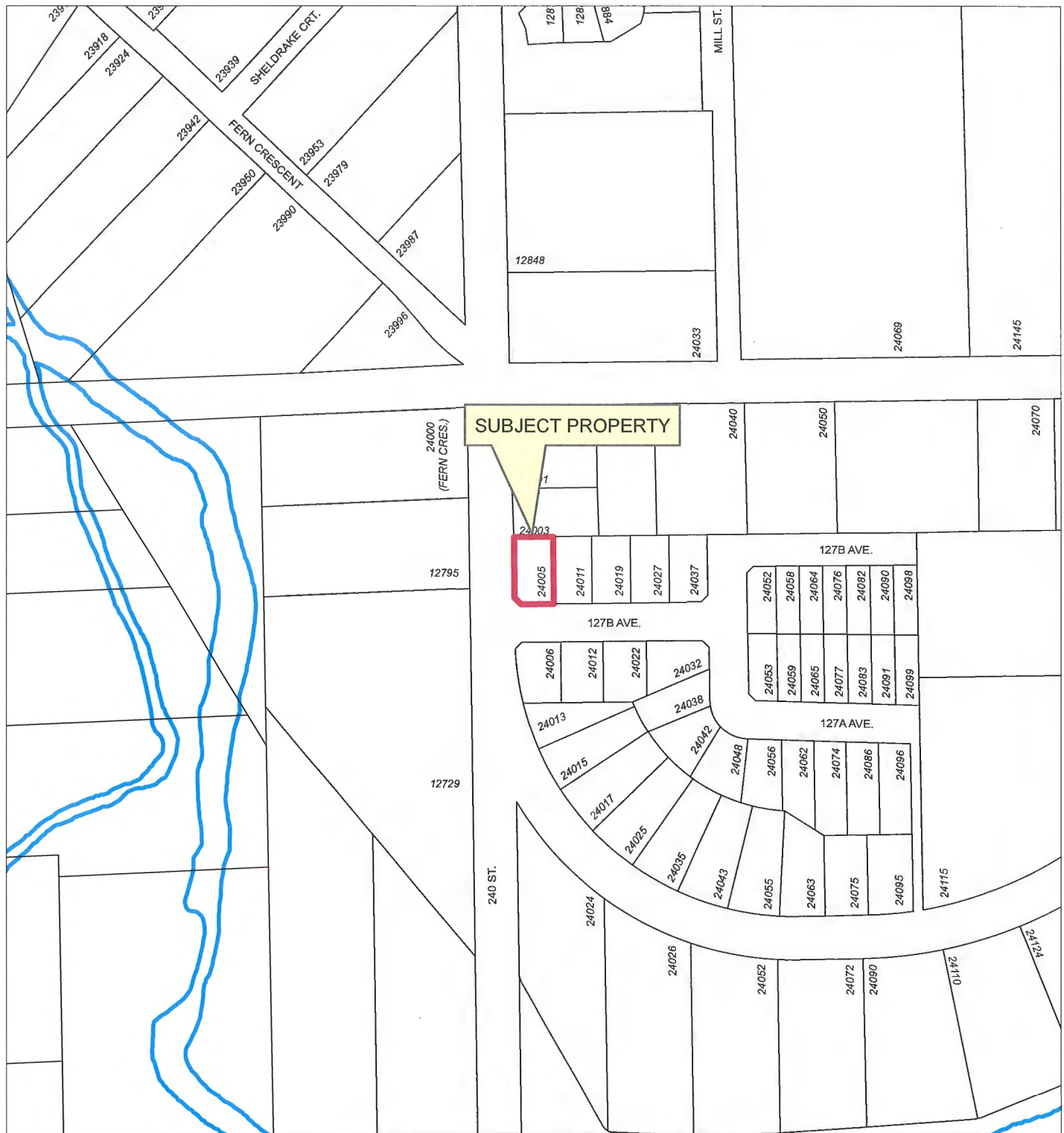
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2017-078-RZ

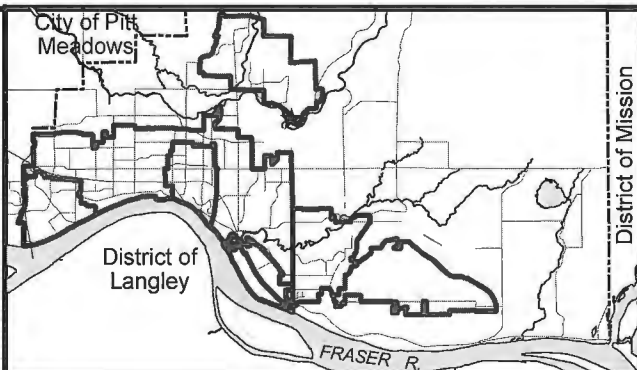
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BY: JV





Scale: 1:2,500



24005 127B AVE

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

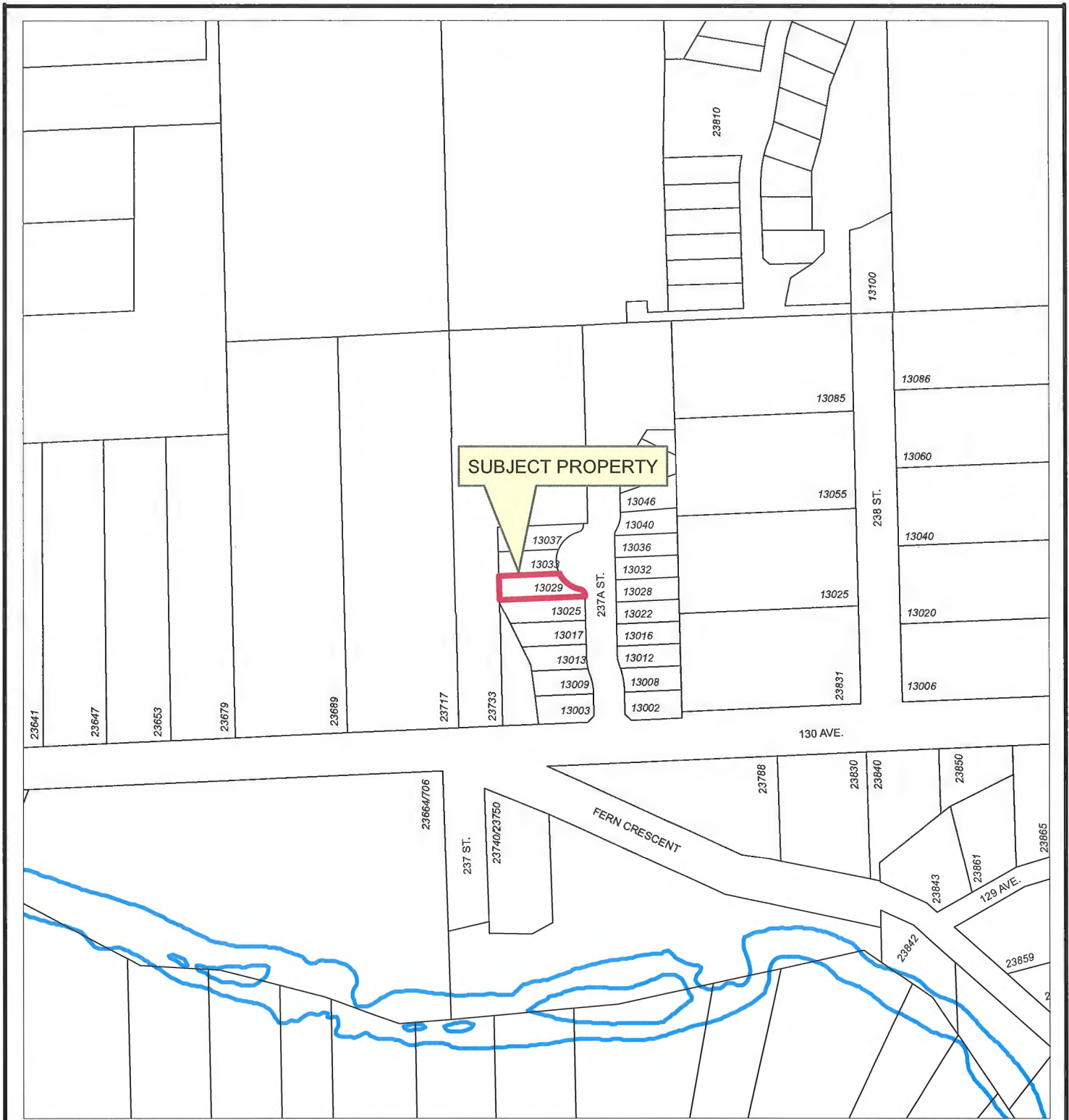
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[mapleridge.ca](http://mapleridge.ca)

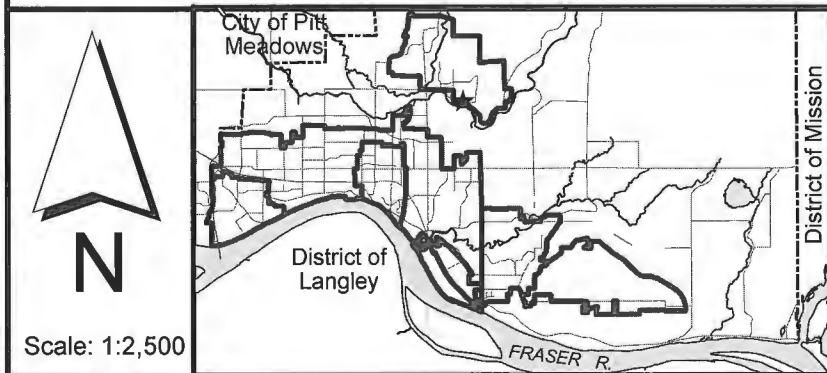
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DATE: Mar 12, 2019

BY: RA



SUBJECT PROPERTY



13029 237A ST

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

British Columbia

mapleridge.ca

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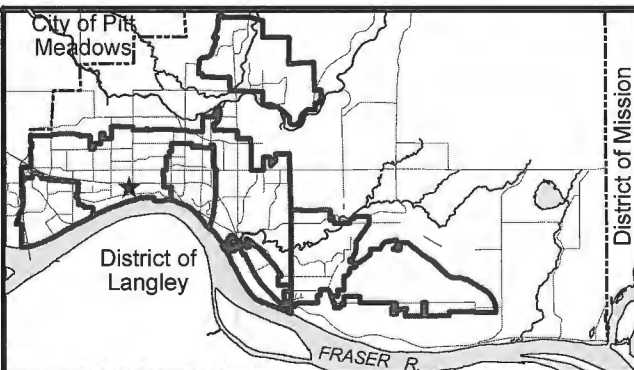
DATE: Mar 12, 2019

BY: RA

Scale: 1:2,500



Scale: 1:2,500



11737 HOLLY ST

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

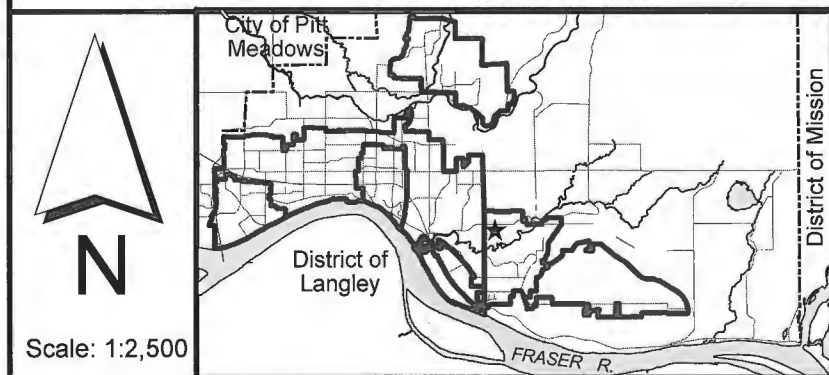
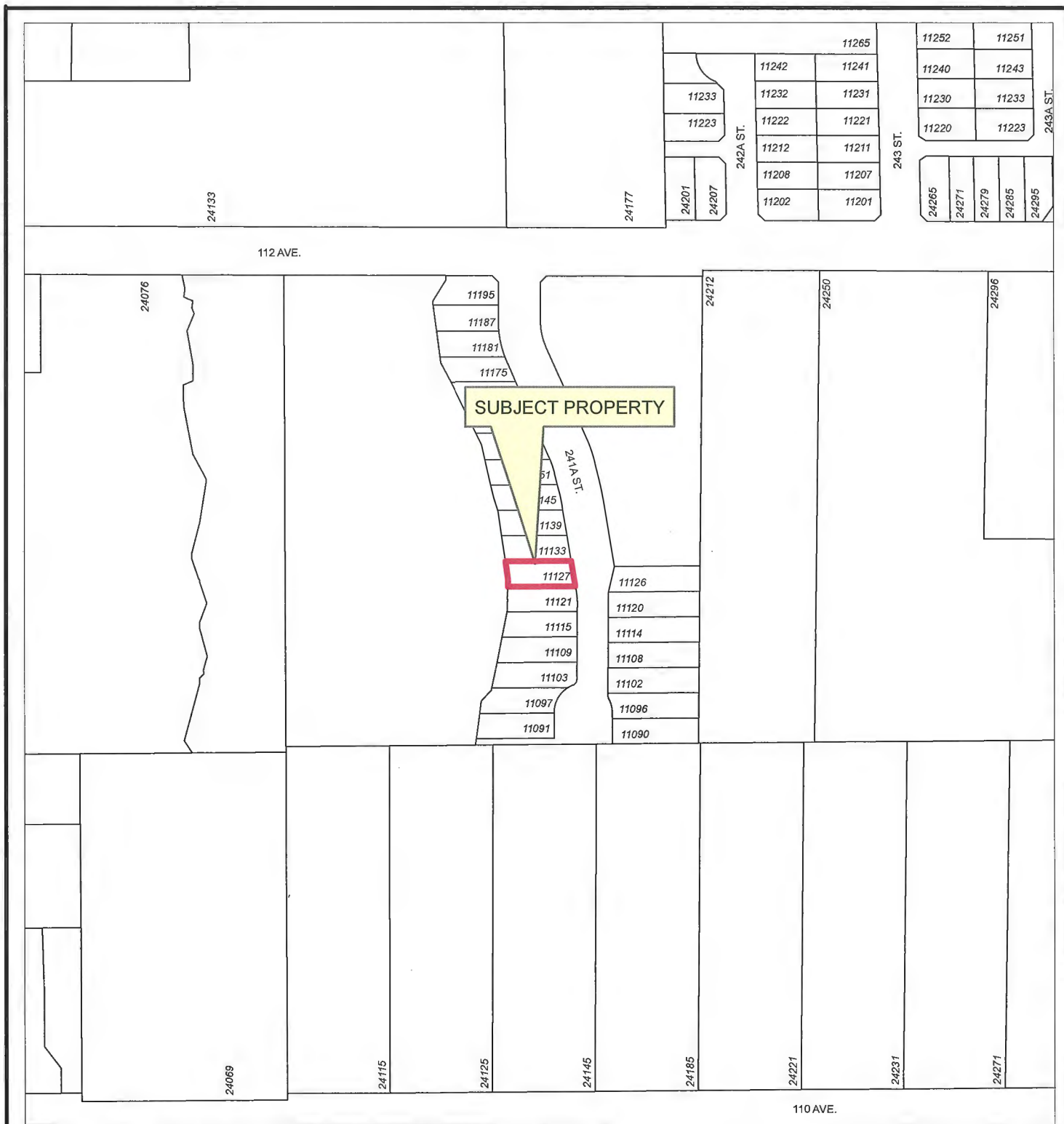
British Columbia

[mapleridge.ca](http://mapleridge.ca)

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DATE: Mar 12, 2019

BY: RA





11127 241A ST

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

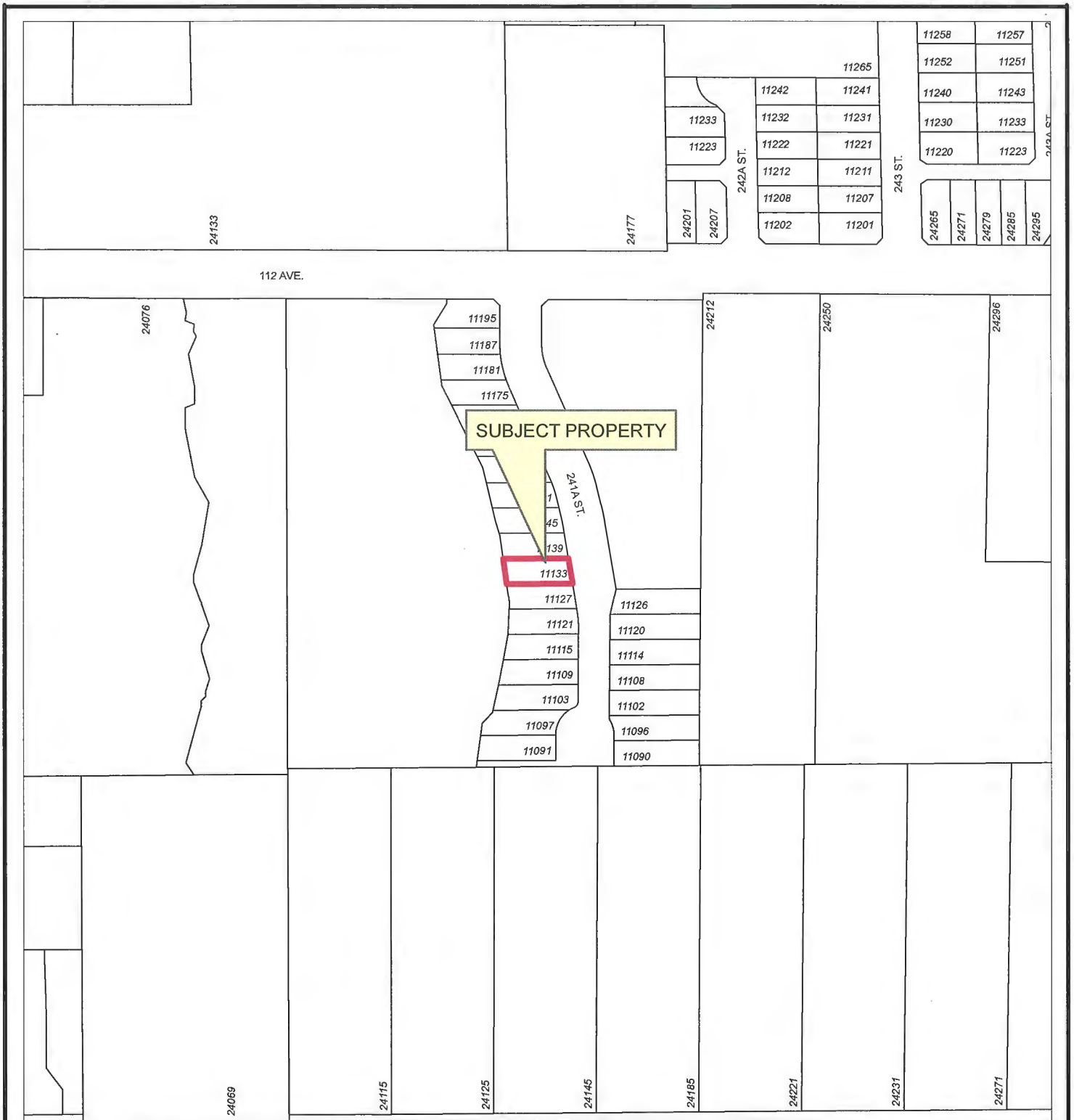
British Columbia

mapleridge.ca

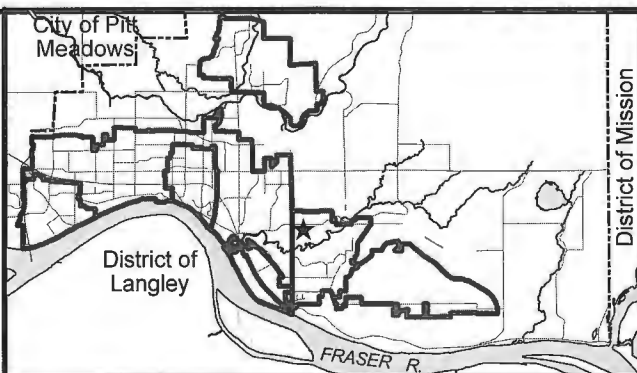
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DATE: Mar 12, 2019

BY: RA



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11133 241A ST

LICENCES, PERMITS & BYLAWS DEPT.

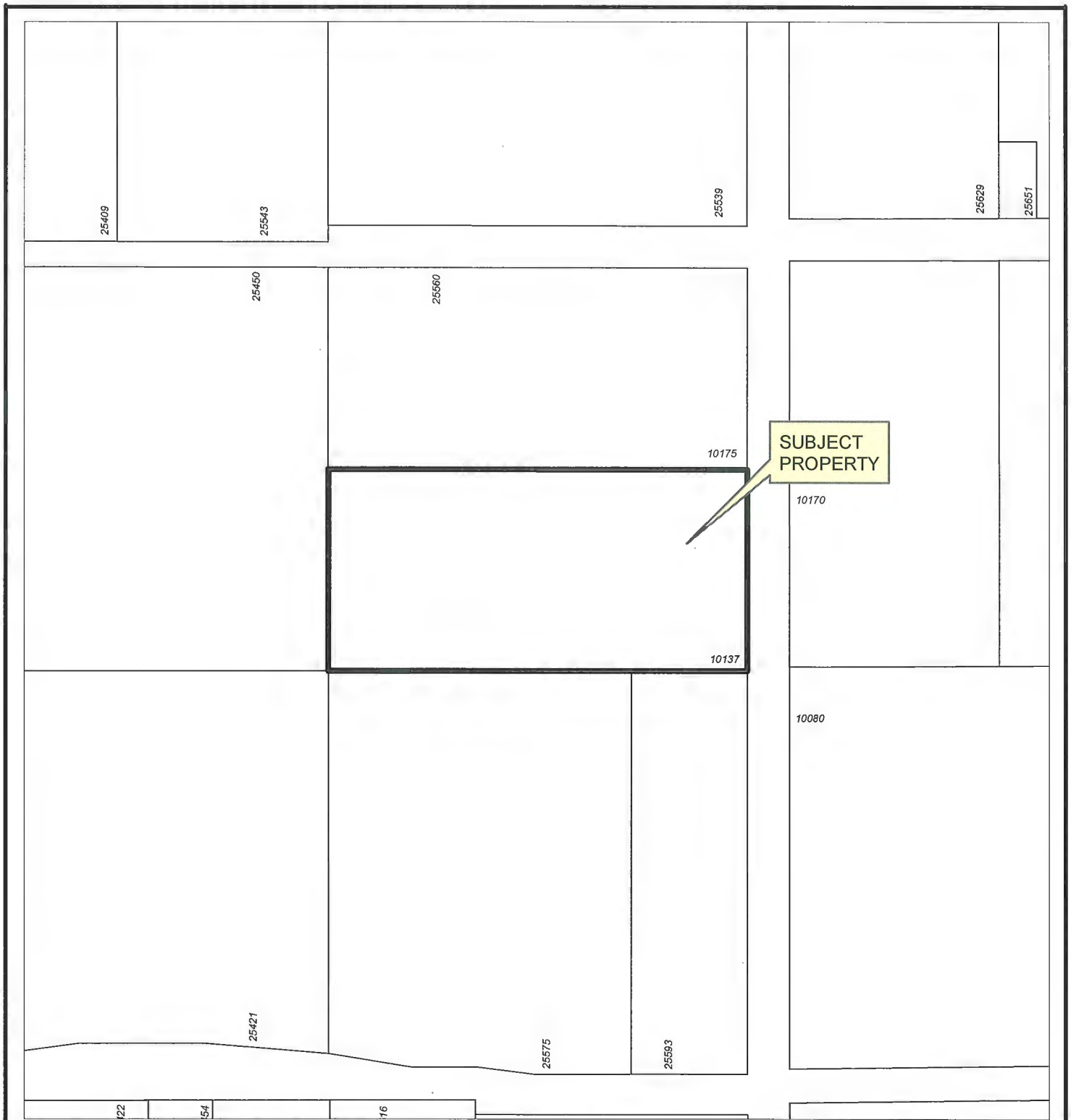


MAPLE RIDGE  
British Columbia

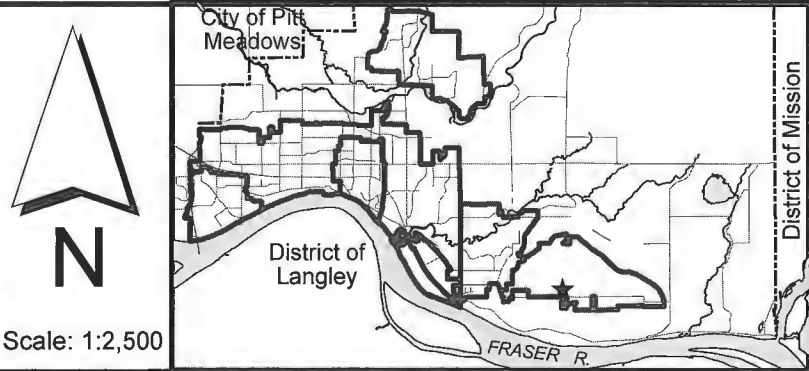
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DATE: Mar 12, 2019

BY: RA



**SUBJECT  
PROPERTY**



**10137 - 256 St**

ENGINEERING DEPARTMENT



**MAPLE RIDGE**

British Columbia

**mapleridge.ca**

FILE: Untitled

DATE: Mar 13, 2019

BY: C3

24195 pump sta.

11353-242A St.

11373

11383

395

11365

11353

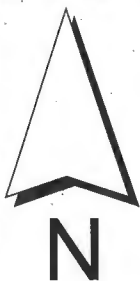
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11335

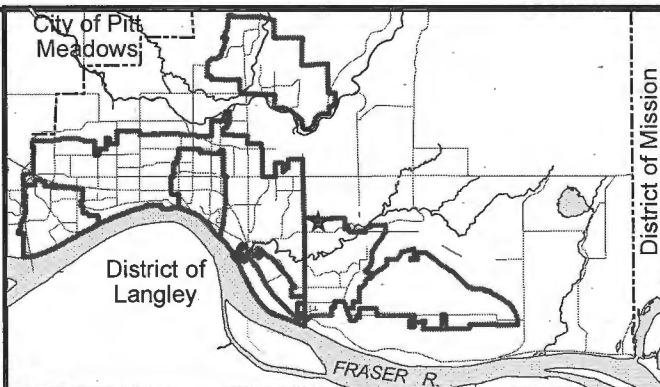
242A ST.

24255

The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.



Scale: 1:500



NO BUILD COVENANT DISCHARGE

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: Untitled  
DATE: Mar 18, 2019

BY: TG

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

March 20, 2019  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Kelly Swift, Acting Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 14 - 113661 BG**

LEGAL: Lot 36 District Lot 404 Group 1 New Westminster District Plan  
BCP29907

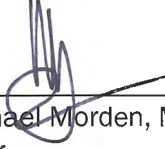
LOCATION: 23385 Griffen Road

OWNER: Bradley and Lori Gibson

REQUIRED AGREEMENTS: Storm Water Pump Covenant

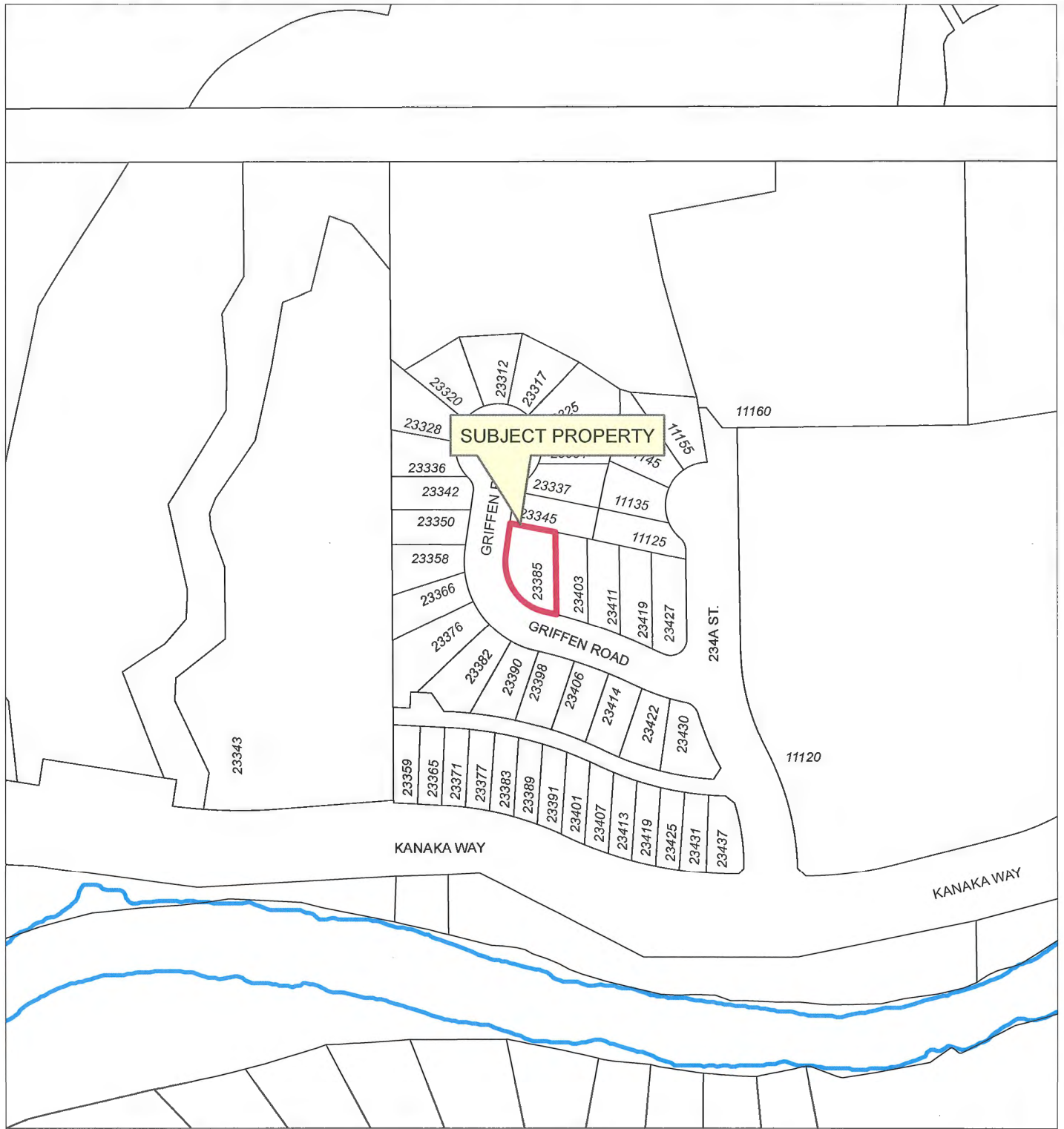
**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING  
DOCUMENT AS IT RELATES TO 14 - 113661 BG.**

**CARRIED**

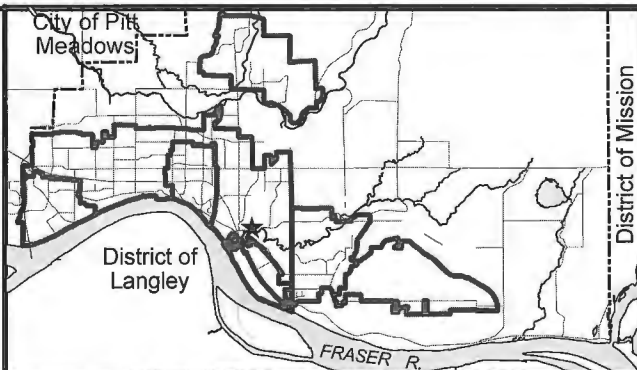
  
\_\_\_\_\_  
Michael Morden, Mayor  
Chair

  
\_\_\_\_\_  
Kelly Swift, Acting Chief Administrative Officer  
Member





Scale: 1:2,000



23385 GRIFFEN RD

LICENCES, PERMITS & BYLAWS DEPT.



MAPLE RIDGE  
British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: Untitled

DATE: Mar 19, 2019

BY: RA

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

March 26, 2019  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Kelly Swift, Acting Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 2016-052-RZ**

LEGAL: Lot 44 District Lot 399 Group 1 New Westminster District Plan 41066


LOCATION: 22260 122 Avenue

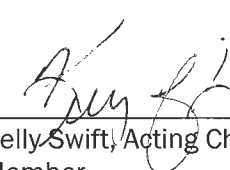
OWNER: Viam Holdings Ltd.

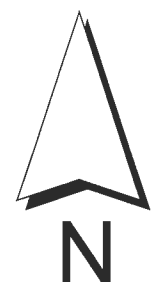
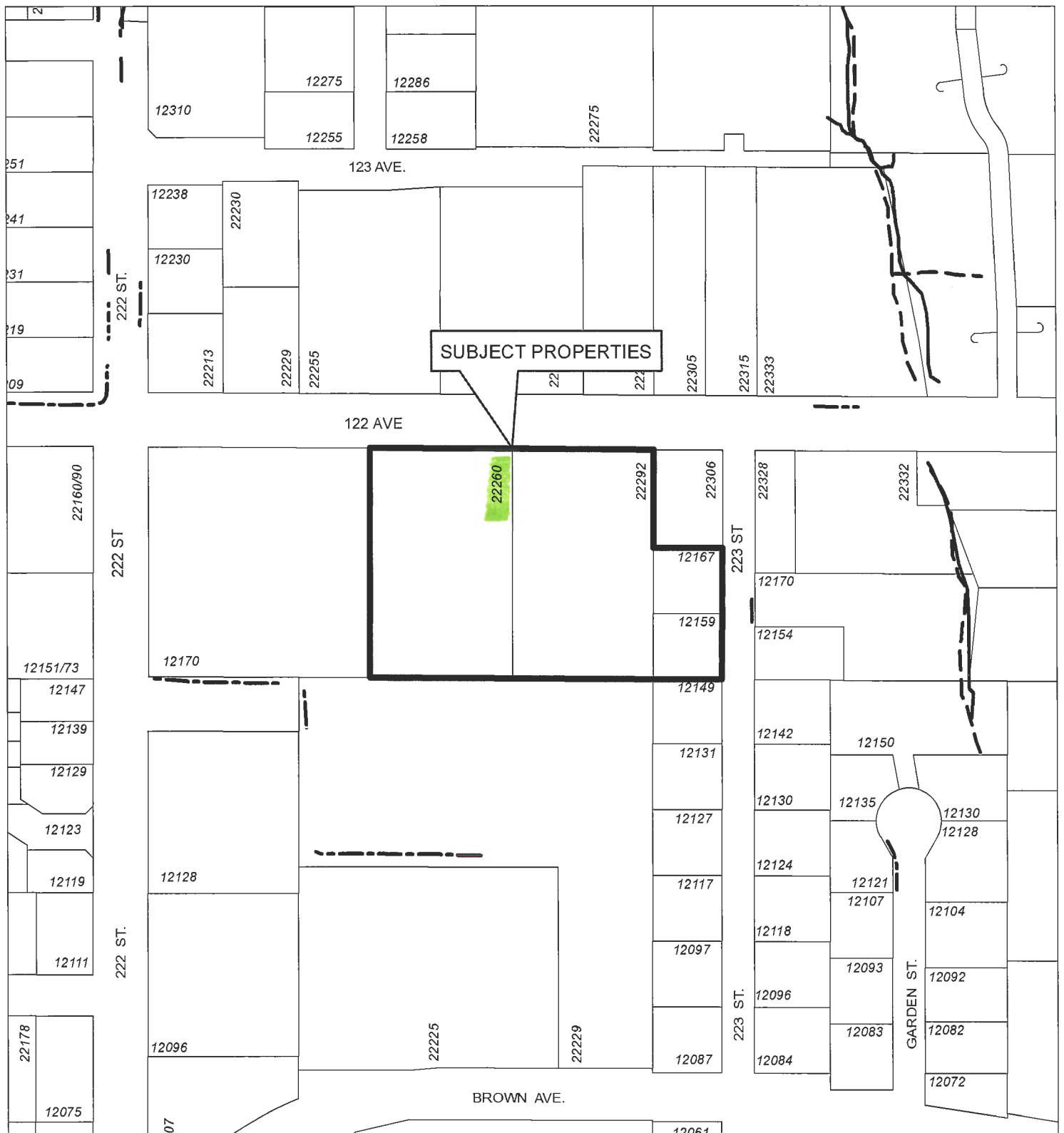
REQUIRED AGREEMENTS: Release of Covenant (CA6222994)

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-052-RZ.**

**CARRIED**

  
\_\_\_\_\_  
Michael Morden, Mayor  
Chair

  
\_\_\_\_\_  
Kelly Swift, Acting Chief Administrative Officer  
Member



Scale: 1:2,000

### Legend

- Stream
- Ditch Centreline
- Indefinite Creek

**22260/92 122 AVENUE &  
12159/67 223 STREET**

PLANNING DEPARTMENT



**MAPLE RIDGE**

British Columbia

**mapleridge.ca**

FILE: 2016-052-RZ

DATE: Feb 29, 2016

BY: PC

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

April 2, 2019  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Kelly Swift, Acting Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 5245-20-B481**

LEGAL: Lot 2 District Lot 399 New Westminster District Plan 1112 and:  
Lot 1 District Lot 399 Block 2 New Westminster District Plan 14543

LOCATION: 22359 Dewdney Trunk Road and 22351 Dewdney Trunk Road

OWNER: 487559 B.C. Ltd. (Bruce Johnston)

REQUIRED AGREEMENTS: Building Development Agreement

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 5245-20-B481.**

**CARRIED**

**2. 18-112219 BG**

LEGAL: Lot 1 Section 28 Township 12 New Westminster District Plan  
EPP84321

LOCATION: 13263 236 Street

OWNER: 1052160 B.C. Ltd. (Kirpa Garcha)

REQUIRED AGREEMENTS: Sanitary Sump Pump Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-112219 BG.**

**CARRIED**

**3. 2018-122-SD**

LEGAL: Lot 1 and 2, both of: District Lot 6881 Group 1 New Westminster  
District Plan EPP89118

LOCATION: 12419 Garibaldi Street

OWNER: William and Andria Harmon and Andria

REQUIRED AGREEMENTS: Septic Field Covenant  
Wildfire Protection Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2018-122-SD.**

**CARRIED**

**4. 5245-20-2013-029**

LEGAL: Lot 13 District Lot 399 Group 1 New Westminster District Plan 8813

LOCATION: 22295 122 Avenue

OWNER: Shafique Rashid

REQUIRED AGREEMENTS: Statutory Right of Way (Sanitary Sewer)

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 5245-20-2013-029.**

**CARRIED**

**5. 18-122927 BG: 18-121024 BG: 18-121621 BG: 18-125453 BG: 18-125009 BG**

LEGAL: Lots 20, 23 and 32 all of: Section 22 Township 12 New Westminster  
District Plan EPP72767 (Secondary Suite Covenants)

Lots 9 and 11, both of: Section 22 Township 12 New Westminster  
District Plan EPP72767 (Temporary Residential Use Covenants)

LOCATION: 24096 127A Avenue, 24062 127A Avenue, 24063 Fern Crescent  
Secondary Suite Covenants

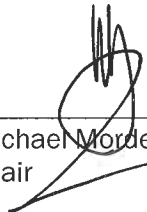
24076 127B Avenue, 24090 127B Avenue  
Temporary Residential Use Covenants

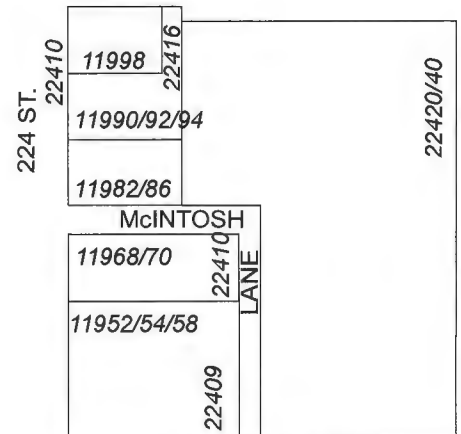
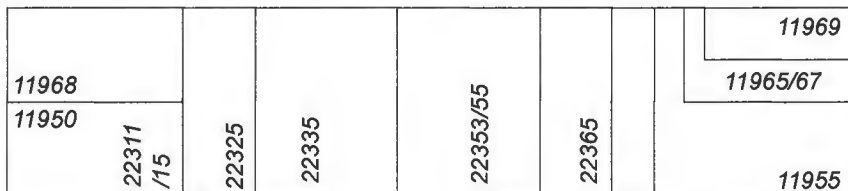
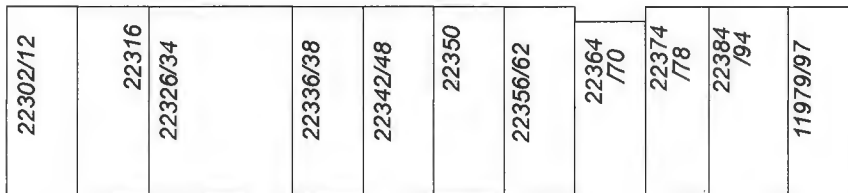
OWNER: CIPE Homes Inc. (Chris Nieman)

REQUIRED AGREEMENTS: Secondary Suite Covenants  
Temporary Residential Use Covenants

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 18-122927 BG; 18-121024 BG; 18-121621 BG; 18-125453 BG; and 18-125009 BG.**

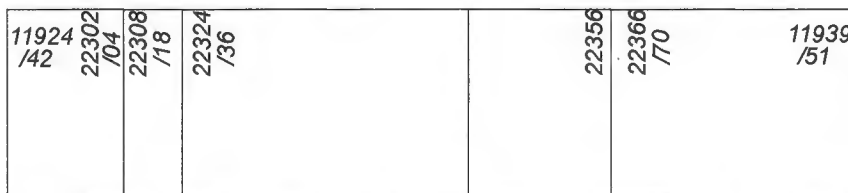
**CARRIED**

  
\_\_\_\_\_  
Michael Morden, Mayor  
Chair  
\_\_\_\_\_  
Kelly Swift, Acting Chief Administrative Officer  
Member

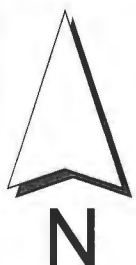


McINTOSH AVE.

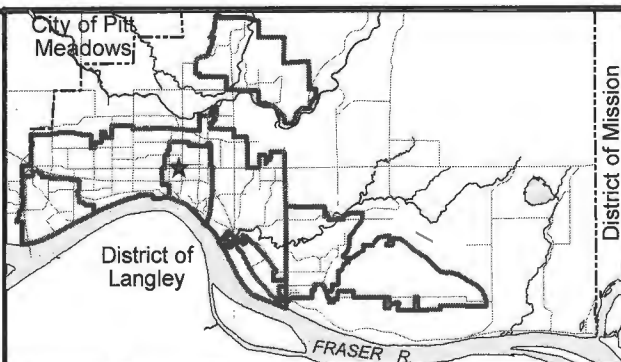
McINTOSH AVE



The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.



Scale: 1:1,500



## DAC Referral for 22351 / 22359 Dewdney Trunk Rd

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

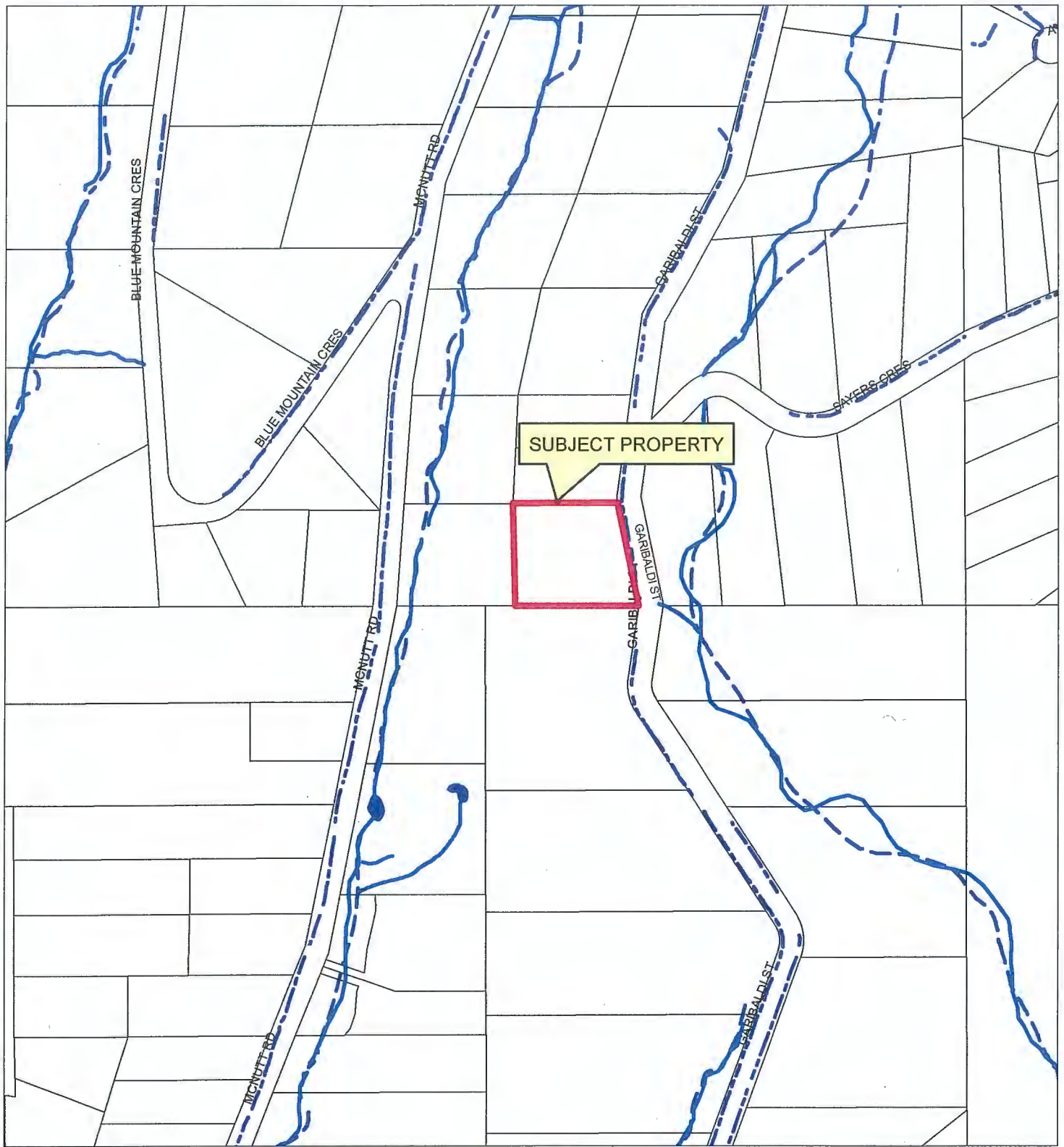
[mapleridge.ca](http://mapleridge.ca)

FILE: Untitled  
DATE: Mar 29, 2019

BY: AK







SUBJECT PROPERTY

BLUE MOUNTAIN CRES

BLUE MOUNTAIN CRES

MCNUTT RD

MCNUTT RD

GARIBALDI ST

GARIBALDI ST

SAVERS CRES

GARIBALDI ST

## Legend

- Stream
- - - Ditch Centreline
- - - Indefinite Creek
- Lake or Reservoir



Scale: 1:4,500

12419 GARIBALDI STREET

PLANNING DEPARTMENT



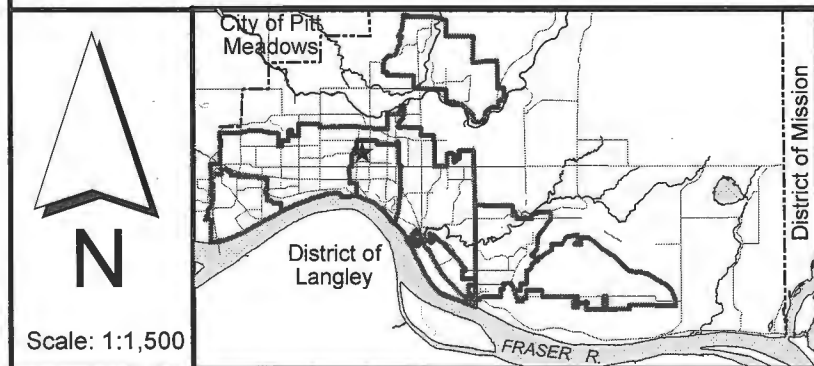
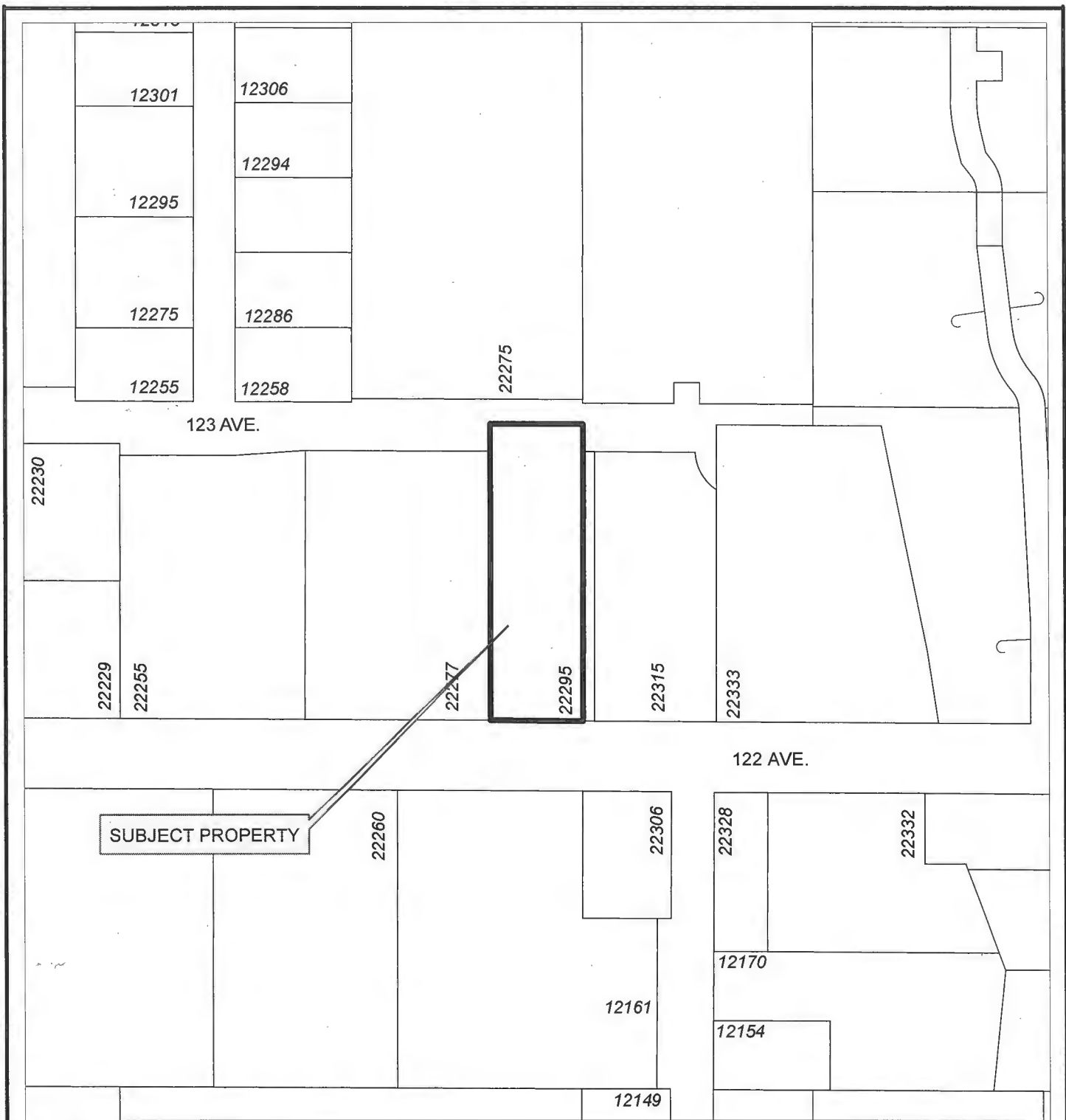
MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

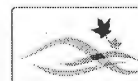
FILE: ' DATE: Jun 21, 2018

BY: PC



## SROW for 22295 122 Avenue

ENGINEERING DEPARTMENT



MAPLE RIDGE

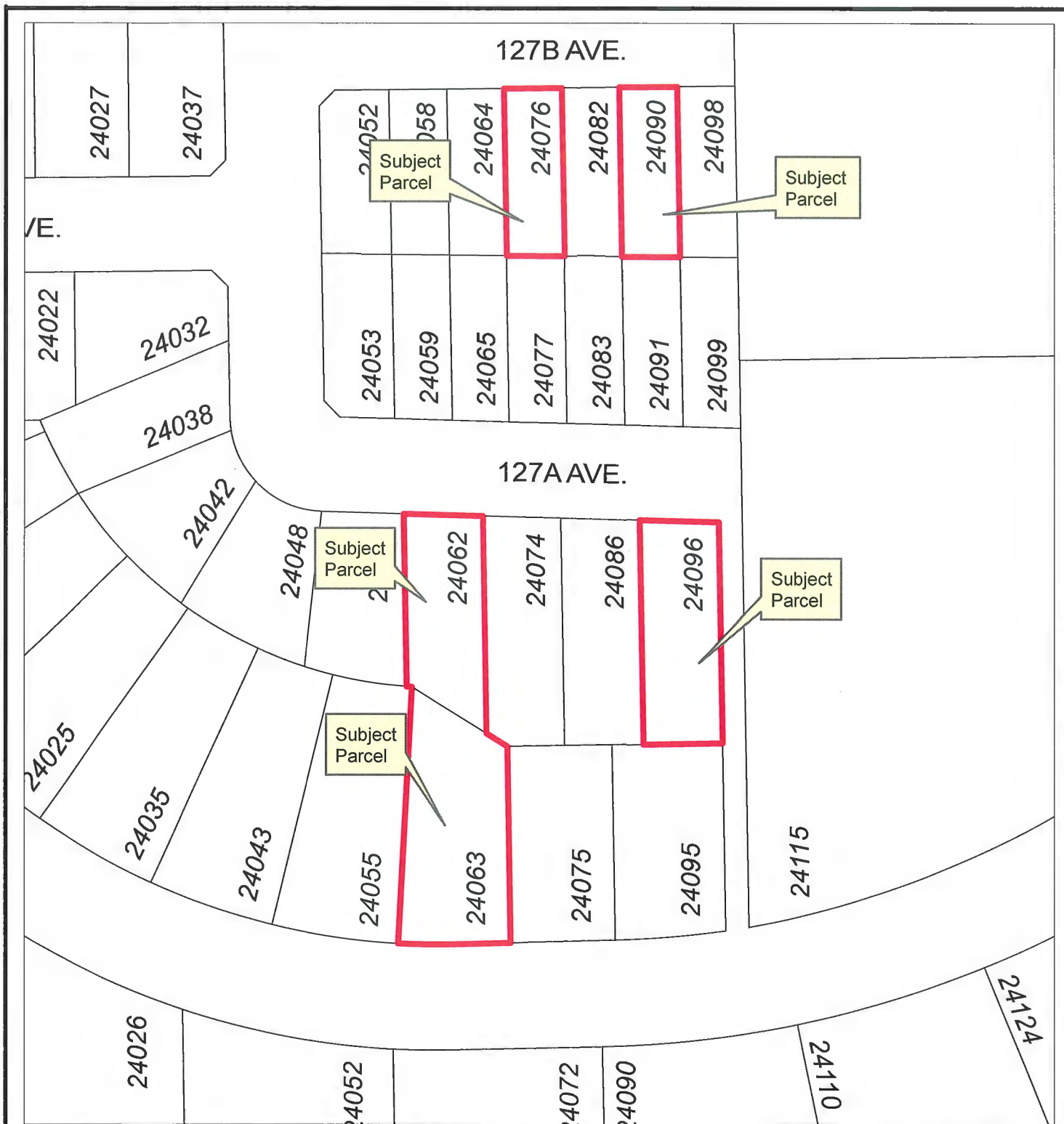
British Columbia

[mapleridge.ca](http://mapleridge.ca)

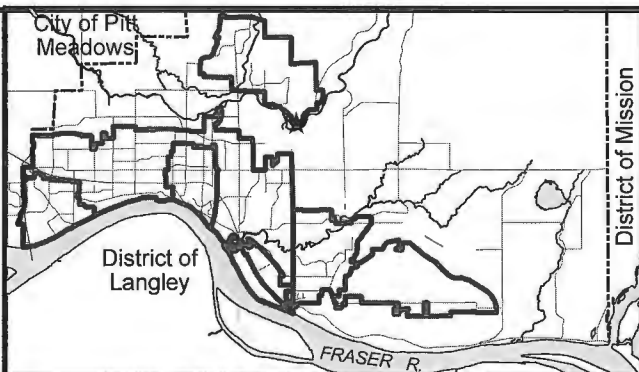
FILE: 5245-20-2013-029

DATE: Apr 1, 2019

BY: RO



Scale: 1:1,000



24063 Fern Cres
24076 127B Ave
24090 127B Ave
24096 127A Ave
24062 127A Ave
FILE: Untitled
DATE: Apr 2, 2019
BY: CR

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

April 4, 2019  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Kelly Swift, Acting Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 18-124808 BG**

LEGAL: Lot 19 Section 25 Township 12 New Westminster District Plan  
BCP42202

LOCATION: 12890 Katonien Street

OWNER: 1115598 B.C. Ltd. (Vi Thuy Tran)

REQUIRED AGREEMENTS: Storm Water Management Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING  
DOCUMENT AS IT RELATES TO 18-124808 BG.**

**CARRIED**

**2. 18-112627 BG**

LEGAL: Lot 286 District Lot 242 Group 1 New Westminster District  
Plan 53420

LOCATION: 21097 Glenwood Avenue

OWNER: Jagwinder Hayer and Karmjit Gill

REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING  
DOCUMENT AS IT RELATES TO 18-112627 BG.**

**CARRIED**

**3. 18-123643 BG**

LEGAL: Lot 18 Section 32 Township 12 New Westminster District Plan  
BCP18307


LOCATION: 13879 229 Lane

OWNER: Gail Chen and Shane Donald

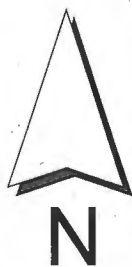
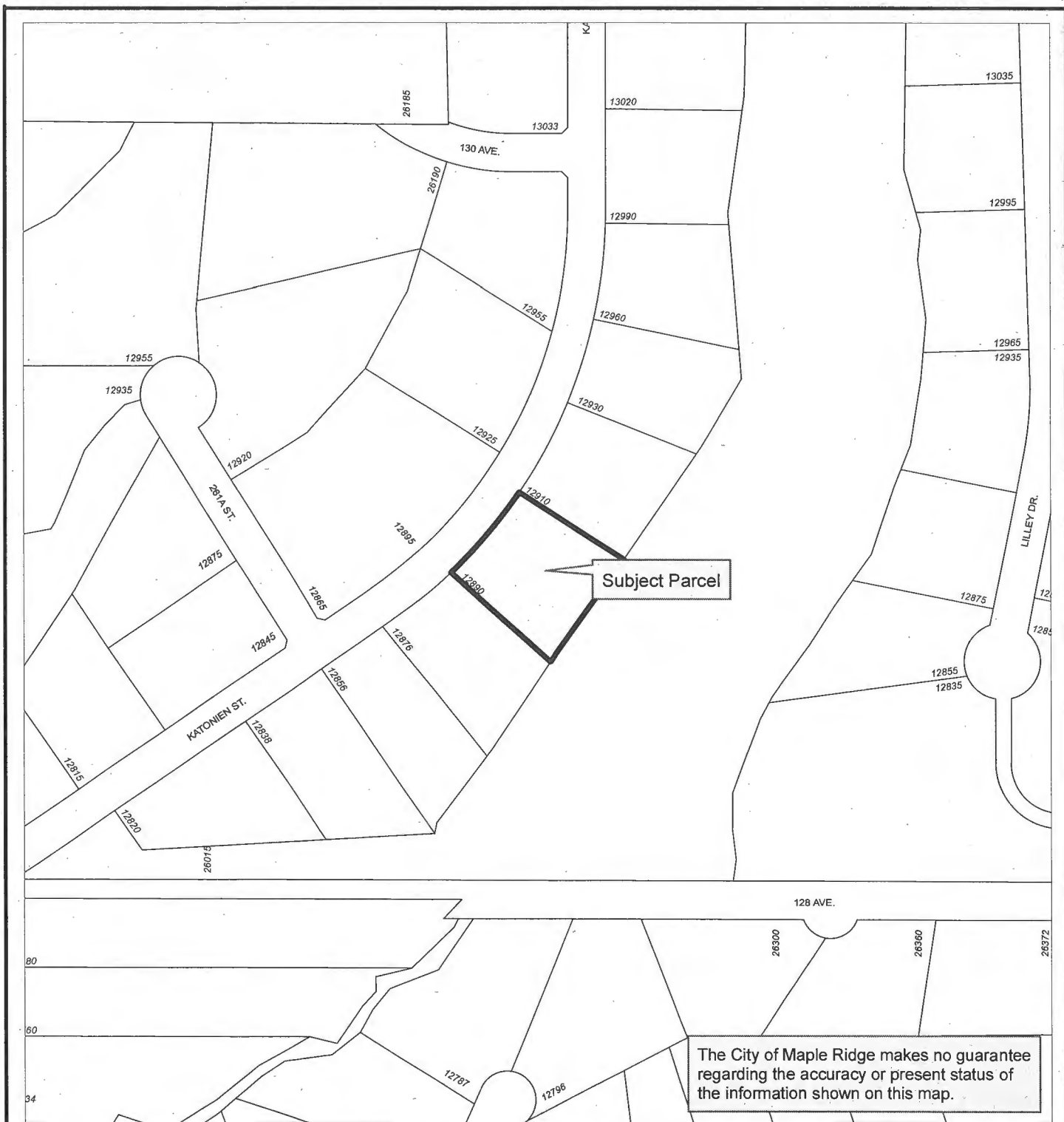
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-123643 BG.**

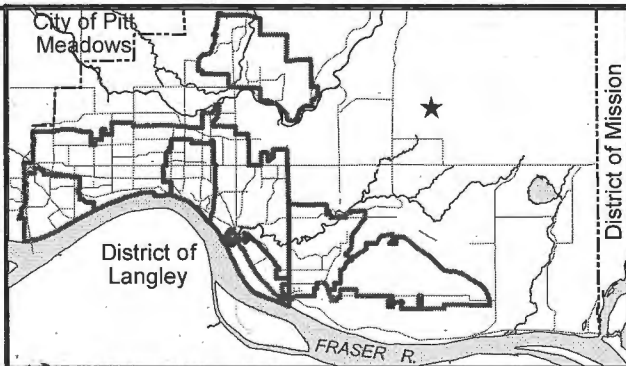
**CARRIED**

  
\_\_\_\_\_  
Michael Morden, Mayor  
Chair  
\_\_\_\_\_  
Kelly Swift, Acting Chief Administrative Officer  
Member  



Scale: 1:2,750



## 12890 Katnoien St. Section 219 Storm Water Management

LICENCES, PERMITS & BYLAWS DEPT.



**MAPLE RIDGE**

British Columbia

**mapleridge.ca**

FILE: Untitled

DATE: Feb 25, 2019

BY: ML







701.2 Minutes of Meetings of Committees and Commissions of Council



**City of Maple Ridge  
ADVISORY DESIGN PANEL**

The Minutes of the Regular Meeting of the Maple Ridge Advisory Design Panel held in the Blaney Room at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Wednesday, January 16, 2019 at 4:08 pm.

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**PANEL MEMBERS PRESENT**

Meredith Mitchell,	Landscape Architect
Narjes Miri	Architect
Shida Neshat-Behzadi	Architect
Stephen Heller, Vice Chair	Landscape Architect
Steven Bartok, Chair	Architect

**ABSENT**

**STAFF MEMBERS PRESENT**

Adrian Kopystynski	Staff Liaison, Planner
Amanda Allen	Committee Clerk

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Note: Stephen Heller chaired the meeting as the presiding member.

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**

R/2019-001

It was moved and seconded

**That the agenda for the January 16, 2019 Advisory Design Panel meeting be amended to add Item 4.4 2014-069-RZ and that the agenda as amended be approved.**

CARRIED

3. **ADOPTION OF MINUTES**

R/2019-002

It was moved and seconded

**That the minutes of the Maple Ridge Advisory Design Panel meeting dated November 21, 2018 be adopted.**

CARRIED

4. **NEW AND UNFINISHED BUSINESS**

4.1. **Introduction to the Maple Ridge Advisory Design Panel**

The staff liaison provided new members with an information manual and update pages for the other members, followed by a PowerPoint presentation on the Advisory Design Panel bylaw, the mandate of Panel, the conduct and procedures of meetings and the Form and Character Guidelines contained in the OCP. The staff liaison reviewed the Advisory Design Panel submission forms and information on the City website relating to the Advisory Design Panel, the OCP and the Zoning bylaw.

4.2. **2019 Chair and Vice Chair Elections**

The staff liaison opened the floor to nominations for a Chair.

R/2019-003

It was moved and seconded

**That Steven Bartok be elected Chair of the Advisory Design Panel for 2019.**

CARRIED

The Staff Liaison opened the floor to nominations for a Vice Chair.

R/2019-004

It was moved and seconded

**That Stephen Heller be elected Vice Chair of the Advisory Design Panel for 2019.**

CARRIED

Note: Steven Bartok assumed the Chair.

4.3. **Requirements for Landscape Buffers / Designations for Greenbelts**

The staff liaison provided a summary of the discussion from the November 21, 2018 meeting. Staff and panel members will gather documents and information on landscape buffers and greenbelts utilized in other municipalities. Staff will send an email outlining the request. Information shared will be reviewed at a future meeting.

Note: Meredith Mitchell excused herself from the meeting at 4:47pm due to conflict of interest as she is consulting on File No. 2014-069-RZ.

4.4. **2014-069-RZ**

The staff liaison spoke to the resubmission from the architect and landscape architect project team. Staff sought comments from the Architectural Institute of British Columbia on the matter and shared information received from the AIBC.

Note: Meredith Mitchell returned to the meeting at 4:53 pm.

## 5. PROJECTS

- 5.1. **Development Permit No:** 2017-035-DP  
Applicant: Kevin Bennett  
Project Architect: Larry Podhora  
Project Landscape Architect: Shan Tennyson  
Proposal: 5 storey, 64 unit, RM-2 rental apartment building  
Location: 11775 and 11781 Burnett Street  
File Manager: Chee Chan

The Staff liaison provided an overview of the five storey rental apartment development. The project team gave a presentation of the project plans.

R/2019-005

It was moved and seconded

**That File No. 2017-035-DP be supported and the following concerns be addressed as the design develops and submitted to Planning staff for follow-up:**

### **Landscape Comments:**

#### **1. Ground-level safety, security and privacy improvements:**

##### **Along Burnett Street**

- Consider reviewing the landscape and privacy conflict at ground floor units.
- Consider relocating bike racks to alternative location to reduce privacy conflict and, improve pedestrian circulation and safety.
- Consider paving patterns to highlight and make the main entrance more identifiable for pedestrians.

##### **Other areas of site**

- Consider providing additional programming and multi-use seating for multi-age groups in the outdoor amenity space.
- Review the privacy for the unit next to the indoor amenity room.

#### **2. Landscaping enhancements at property lines:**

- Enhance landscape on the North property line against the walkway and clarify the slope and grading against the proposed wall to insure drainage is retain within property.
- Consider enhancing or increasing the landscape on the South property line, including potentially replacing the sod lawn against the underground parking lot with a planting bed.

#### **3. Pedestrian considerations and improved safety of private and public walkways:**

- Review the placement of site furnishing to ensure there is adequate circulation and weather protection provided.
- Coordinate the patio screens and site furnishings between disciplines.
- Provide a midblock connection to the public walkway from podium level on North side.
- Provide patio access to the podium level walkway to enhance circulation.

#### **4. Coordination**

- Consider reviewing the landscape walls on the podium to ensure they allow for adequate soil depth (minimum of 1 metre) for trees on slab.
- Consider an alternative material for the trellis rather than the painted rebars.
- Integrate accent colours between the architectural and landscaping features.

**Architectural Comments:**

1. **Pedestrian environment and safety**
  - Redesign the entry to incorporate CPTED, bike parking, appropriate access, lighting, and prominence of lobby.
  - Improve weather protection on upper level patios.
2. **Form and character enhancement**
  - Provide additional accent colours to brighten the palette.
  - Show consistency in representation of all window framing through colour and position.
  - Review and ensure all material returns on all elevations are consistent.
  - Indicate projection of the elevator shaft in elevations.
3. **Layout and overlook considerations**
  - Confirm usability of the south east corner units respecting the balcony entrance door and dimension of the space.
  - Relocate the garbage and recycling room to a more central and convenient location.
  - Consider improvement to the concrete finish of the ramp as it is highly exposed (overlook).

CARRIED

5.2. **Development Permit No:** 2017-489-DP  
**Applicant:** Wayne Venables, Krahn Engineering  
**Project Architect:** Larry Podhora  
**Project Landscape Architect:** Shan Tennyson  
**Proposal:** 5 storey, 54 unit RM-2 apartment building  
**Location:** 11903 and 11917 Burnett Street  
**File Manager:** Chee Chan

The staff liaison provided an overview of the five storey, 54 unit strata apartment project. The project team gave a presentation of the project application and plans. There was discussion on CPTED issues around the stepping stones and Panel members noted an interest in a potential RCMP assessment of the topic respecting safety and security.

R/2019-006

It was moved and seconded

**The File No. 2017-489-DP be supported and the following concerns be addressed as the design develops and submitted to Planning staff for follow-up:**

**Landscape Comments:**

1. **Improving the pedestrian environment, safety and privacy:**
  - Consider improving design and functionality of amenity space on ground floor for both CPTED (in part due to dead end pedestrian path) and usability of space to improve visibility and circulation.
  - Confirm that surface parking stalls have adequate maneuvering space without conflicting with the ramp.
  - Incorporate a path to the north of ramp area.
  - Provide a water source and tool storage near community garden plots.
  - Where benches are adjacent to guardrails, ensure railing height is code compliant.
  - Coordinate the openings to the private patios with architecture.

**2. Landscaping enhancements**

- Check for adequate soil depth in all planters.
- Consider incorporating additional planting to wildflower seed mix area in rooftop area.
- If stepping stones are required, consider replacing trees with columnar solid hedge.

**Architectural Comments:**

**1. Form and Character enhancement and additional details.**

- Reconsider proportions of stone relative to street scale.
- Review and ensure all material returns on all elevations are consistent.
- Consider softening the entryway soffit material and improve lighting.
- Review the proportions on all exterior box frames.
- Be consistent in materials for patio guardrails.

**2. Pedestrian environment and safety**

- Reconfigure the ground level visitor parking and circulation to soften the entry.
- Provide a curb and elevation change between parking stalls and pedestrian walkway to better protect pedestrian at the entry; provide a curb letdown for more convenient access to the accessible stall.

**3. Coordination of plans**

- Coordinate between architect and landscape architect disciplines and their depiction in plans ie: landscape furniture.

CARRIED

5.3. **Development Permit No:** 2017-573-DP  
**Applicant:** Sunnyville Project 223<sup>rd</sup> Ltd.  
**Project Architect:** Inspired Architecture  
**Project Landscape Architect:** PMG Landscape Architects Ltd.  
**Proposal:** RM-2 low rise apartment  
**Location:** 11575 and 11587 223 Street at 22300 River Road  
**File Manager:** Adam Rieu

The staff liaison provided an overview of the five storey, low rise apartment project. The project team gave a presentation of the project applications and plans. There was discussion on how the project lends to the historic nature of the area, the design guidelines and the iconic nature of the site welcoming people to Maple Ridge.

R/2019-007

It was moved and seconded

**That the following concerns be addressed regarding File No. 2017-573-DP and digital versions of revised drawings & memo be submitted to Planning staff; and further that Planning staff forward this on to the Advisory Design Panel for comment:**

**Greater attention is needed from both the landscaping and architectural perspective in achieving the OCP Key Guideline Concepts of the Port Haney and Waterfront Area, for this high profile and iconic Port Haney site, adjacent to the historical village, the Fraser River and commuter transportation hub, including these:**

**Landscape Comments:**

1. Pedestrian environment, urban design and safety enhancements
  - Redesign the corner and River Road frontage to create a stepped accessible pedestrian feature that reduces the impact of the stepped retaining wall and allows for introduction of public art and seating complementary to the public area of the West Coast Express station.
  - Explore a relaxation in the wall heights/planters restriction facing River Road to allow for at grade programming including lighting, public art, and seating; higher retaining walls in location may be supportable as a means of improving the pedestrian environment and CPTED concerns.
  - A CPTED report would be desirable to ensure corner is suitably designed.
  - Add locking gate at bottom of walkway and provide lighting, possibly motion sensor activated.
  - Provide a curb bump out at the Right In to the parkade entry.
  - Check width of sidewalk to eliminate pinch points.
2. Enhancing pedestrian environment, amenities and capitalize on views
  - Consider incorporating the one bedroom unit north of the interior amenity space into an outdoor amenity space and including programming for all age use
  - Design and program the roof top area.
  - Provide a gate to the patio of the 2 bedroom unit on the West side.
3. Integrate the landscape design with stormwater management strategy consistent with the escarpment policy.

**Architectural Comments:**

1. River Road Street front and corner significance
  - Given the strategic location of this site, incorporate suitable elements for public art or similar features that help to achieve the Key Guideline Concepts of the Port Haney and Waterfront precinct.
  - Place a public art piece fronting River Road that connects the location with the Fraser River, and history of the Port Haney area.
2. Form and Character enhancement and additional details
  - Be consistent in accent colours in all elevations.
  - Provide more prominent building corner designs.
  - Redesign blank walls at corners.
  - Provide updated entry design ie: between trellis entry and butterfly roof.
  - Ensure material shown on material board and on architectural plans are consistent.
  - Provide a longitudinal section through building at the location of the detention tank including the retaining walls.
  - Be consistent in projections of roofs and patios, including soffit widths.
  - Remove roof pilasters that overhang the soffit.
  - Be consistent in projections of roofs and patios, including soffit widths.
  - Remove roof pilasters that overhang the soffit.
  - Provide a longitudinal section through building at the location of the detention tank including the retaining walls.
3. Sustainability and related matters
  - Consider offering some adaptable units.
  - Consider offering sustainable features in the building design and implementation.
  - Consider providing Electrical Vehicle Charging stations.

CARRIED

6. **CORRESPONDENCE** – Nil
7. **QUESTION PERIOD** – Nil
8. **ADJOURNMENT** – 9:37 pm.

“Original signed by S. Bartok”

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S. Bartok, Chair

/aa



**City of Maple Ridge**  
**AGRICULTURAL ADVISORY COMMITTEE**  
**MEETING MINUTES**

The Minutes of the Regular Meeting of the Agricultural Advisory Committee, held in the Blaney Room,  
at Maple Ridge Municipal Hall on February 28, 2019 at 7:05 pm.

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**COMMITTEE MEMBERS PRESENT**

Councillor Ryan Svendsen	City of Maple Ridge
Bill Hardy, Chair	Member at Large
Andrew Pozsar	Member at Large
Candace Gordon	Haney Farmers Market Society
Carla Schiller	Agricultural Sector
Chris Zabek	Regional Agrologist, Ministry of Agriculture
Ian Brooks	Member at Large
Pascale Shaw	Agricultural Sector
Ryan Murphy	Agricultural Sector

**STAFF MEMBERS PRESENT**

Amanda Grochowich	Staff Liaison / Planning Department
Amanda Allen	Committee Clerk

**ABSENT**

Councillor Gordy Robson	City of Maple Ridge
Al Kozak, Vice Chair	Agricultural Sector
Lorraine Bates	Agricultural Fair Board
Josef Hans Lara	Economic Development Committee Representative

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Note: Councillor Robson was not in attendance

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**

R/2019-011

It was moved and seconded

That the February 28, 2019 Agricultural Advisory Committee agenda be approved as circulated.

CARRIED

3. **ADOPTION OF THE MINUTES**

R/2019-012

It was moved and seconded

That the minutes of the Maple Ridge Agricultural Advisory Committee meeting dated January 24, 2019 be adopted.

CARRIED

4. **DELEGATIONS - Nil**

5. **QUESTION PERIOD - Nil**

6. **NEW AND UNFINISHED BUSINESS**

6.1. **Metro Vancouver AAC Request for Representative**

There was discussion on the invitation to nominate a member to the Metro Vancouver Agricultural Advisory Committee.

R/2019-013

It was moved and seconded

**That the Maple Ridge Agricultural Advisory Committee select Pascale Shaw (alternate: Carla Schiller) as the nominee to participate on the Metro Vancouver Regional District's (Metro Vancouver) Agricultural Advisory Committee for the term starting in 2019.**

CARRIED

6.2. **Incorporation of Agriculture on City of Maple Ridge Website**

There was discussion on how to highlight agriculture on the City of Maple Ridge website. The staff liaison reviewed the existing Agricultural Advisory Committee webpages and responded to questions from members. Members will review webpages and consider the incorporation of a new subpage dedicated to educational events.

6.3. **Prioritization of Agricultural Plan Action Items**

The Chair reviewed the prioritization of agricultural plan action items.

Explore the viability of developing an Agricultural Land Trust in the region.

The Chair will research existing models and bring collated information and recommendations to the committee. Members suggested sourcing information from the Whonnock Community Association and FarmFolk CityFolk.

Explore economic development opportunities for local agricultural producers.

Work to continue on building community capacity and identifying local champions for a Food Hub. Explore inviting delegations to speak to economic opportunities for local agricultural producers.

Further develop educational opportunities for farmers, land-owners and the general community.

Booth in a Box concept was developed where agricultural materials could travel to different events throughout the community. Possible promotional ideas include:

- map that identifies which farms are producing local food;
- map that identifies what type of crop would grow well in the different areas of the city;
- a matching program to connect local farmers with interested individuals looking to farm;
- community garden tool kit;
- solicit interest from people in starting a community garden and plot on map to identify if any groupings form in areas within the community.

The Chair, Pascale Shaw, Candace Gordon, and Ryan Murphy will work with the Education subcommittee to further develop the concept and consider the opportunity of connecting True North Fraser branding into the model.

Intergenerational and community gardens were discussed. There is potential interest in advocating for the development of another garden or supporting existing gardens through marketing, volunteer hours, and locating a garden coordinator/champion to ensure garden longevity.

There was discussion on including links on the Agricultural Advisory Committee webpage to the Ministry of Agriculture's AgriService BC Webinars and Upcoming Workshops.

## **7. SUBCOMMITTEE REPORTS**

### **7.1. Education**

Let's Get Farming is scheduled for April 4, 2019 in the Council Chambers. The staff liaison shared information from Al Kozak on the next steps and targeted invitations. The poster will be updated to clarify that any interested parties are welcome to the event.

### **7.2. Backyard Hens**

The staff liaison provided a summary of work currently underway in developing an options report to present to Council.

### **7.3. Food Distribution**

Ian Brooks and the staff liaison reported on steps the subcommittee is taking to flush out community partners or individual champions for a food hub program. A Vancouver Farmers Markets – VFM Direct delegation is tentatively scheduled to present at the next Committee meeting.

## **8. CORRESPONDENCE**

### **8.1. Upcoming Events**

April 2, 2019 8:00 am – 5:00 pm	Innovation in Emerging Cities The ACT Arts Centre Organizer: City of Maple Ridge
April 4, 2019 7:00 pm	Let's Get Farming Maple Ridge City Hall, Council Chambers Organizer: Agricultural Advisory Committee
April 13, 2019 10:00 am – 2:00 pm	Earth Day Memorial Peace Park, Bandstand (11900 224 Street) Organizer: Ridge Meadows Recycling Society

9. **ROUNDTABLE**

Members reported out on relevant local agricultural topics and activities. An invitation to the Ministry of Agriculture 2019 AAC Workshop on March 13, 2019 was extended to members.

10. **ADJOURNMENT** – 8:58 pm.

“Original signed by Bill Hardy”

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Bill Hardy, Chair

/aa

**MAPLE RIDGE/PITT MEADOWS  
MUNICIPAL ADVISORY COMMITTEE ON ACCESSIBILITY AND INCLUSIVENESS**

The Minutes of the Regular Meeting of the Maple Ridge/Pitt Meadows Municipal Advisory Committee  
on Accessibility and Inclusiveness, held in the Blaney Room at the Maple Ridge City Hall on  
September 20, 2018 at 4:04 pm

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**COMMITTEE MEMBERS PRESENT**

Councillor Craig Speirs	Council Liaison, City of Maple Ridge
Councillor Bruce Bell	Council Liaison, City of Pitt Meadows
Gillian Small, Vice Chair	Ridge Meadows Association for Community Living
Brad Dinwoodie	Member at Large, Pitt Meadows
Kim McLennan	Fraser Health
Maria Kovacs	Member at Large, Maple Ridge
Mike Murray	School Trustee, School District No. 42
Roberta O'Brien	Local Immigration Partnership, Family Education and Support Centre
Rysa Kronebusch	Member at Large, Maple Ridge

**STAFF PRESENT**

Petra Frederick	Recreation Coordinator
Jackie Senchyna	Staff Liaison, City of Maple Ridge
Ryan Slevin	Recreation Program Services Coordinator
Amanda Allen	Staff Liaison, City of Pitt Meadows
	Business Operations Coordinator
	Staff Liaison, City of Pitt Meadows
	Committee Clerk

**ABSENT**

Kristina Morrison, Chair	Member at Large, Maple Ridge
Greg Turnbull	Member at Large, Maple Ridge

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Note: Kristina Morrison was not in attendance. Councillor Speirs chaired the meeting as Acting Chair.

Note: Maria Kovacs participated via GoToMeeting.

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**

R/2018-012

It was moved and seconded

That the agenda for the September 20, 2018 Maple Ridge Pitt Meadows Municipal Advisory Committee on Accessibility and Inclusiveness be amended by combining the delegation presentations, and that the agenda as amended be approved.

CARRIED

### 3. **ADOPTION OF MINUTES**

R/2018-013

It was moved and seconded

**That the minutes of the Maple Ridge Pitt Meadows Municipal Advisory Committee on Accessibility and Inclusiveness dated March 15, 2018 be adopted.**

CARRIED

Note: Gillian Small joined the meeting at 4:05 pm.

Note: Ryan Slevin joined the meeting at 4:09 pm.

### 4. **DELEGATION**

#### 4.1. **Dementia Friendly Communities and Age Friendly Initiative Subcommittee**

- Heather Treleaven, Coordinator, Maple Ridge Pitt Meadows and Katzie Senior Network
- Myrna Norman, Seniors Network Member

Ms. Treleaven gave a presentation on the designation of Maple Ridge and Pitt Meadows as age friendly communities. Myrna Norman shared her experiences and spoke to the focus and mission of the Alzheimer's Society. Ms. Treleaven reviewed the methods to build and become a dementia-friendly community and highlighted upcoming projects. Kim McLennan, Ms. Norman and Ms. Treleaven answered questions from the Committee around dementia programs and wayfinding in the community.

Note: Roberta O'Brien joined the meeting at 4:15 pm.

### 5. **NEW AND UNFINISHED BUSINESS**

#### 5.1. **2019 Access Awareness Week – Planning for the event and Awards evening**

P. Frederick, Staff liaison led a review of the venue and guest speaker of the 2018 Access Awareness Week. Discussion on the 2019 Access Awareness Week included increasing promotion on social media and on engaging a videographer to gather local experiences and stories to share and inspire the community on what is possible. It was suggested that the video be introduced at the 2019 Awards and then shared and promoted online through the websites of each City.

#### 5.2. **Business Planning 2019**

P. Frederick, Staff liaison, outlined the work plan for the Committee and noted that 2018 objective of redesigning the annual MACAI Awards has been met and that work continues on strategies from the Age-Friendly Implementation Plan. There was discussion on completion of the promotional piece in the 2018 Business Plan and the Staff liaison will invite the City of Maple Ridge Communication Department to discuss how they can assist the committee in raising MACAI's profile in the community. There was discussion on MACAI attending more

community events, working with the Parks Recreation and Culture Department to review financial accessibility policies and to raise the level of the 2019 MACAI Awards.

R/2018-014

It was moved and seconded

**That the Maple Ridge Pitt Meadows Municipal Advisory Committee on Accessibility and Inclusiveness**

1. continue with the annual MACAI awards with an increased presence with one or two more events during the Access Awareness Week;
2. continue with the implementation of two or three Age-Friendly Initiatives;
3. create promotional materials in concert with Communication Departments in both cities;
4. Maple Ridge specific: complete the audit of public parks and facilities of the downtown core;
5. review of financial accessibility policies in both communities;

and approve the work Plan 2019-2023 as amended.

CARRIED

**5.3. Accessible Parking in Downtown Core**

P. Frederick, Staff liaison, spoke to the work conducted and presented by Patrick Hughes and the subsequent MACAI resolution for staff to investigate possible solutions to the identified parking issues in the community. The Staff liaison reported on concerns identified by Engineering and Bylaws with extending the one hour parking and enquired if there is still interest in pursuing the matter. Rysa Kronebusch volunteered to work with the Staff liaison on the matter.

**6. SUBCOMMITTEE UPDATES**

- 6.1. MACAI Awards – Review of the 2018 Awards evening - Nil
- 6.2. Age Friendly Initiative – Review of the Implementation Strategy - Nil
- 6.3. UBCM 'Accessible Senior Transportation'

P. Frederick, Staff liaison, provided an updated on the Langley Co-op and advised that the subcommittee continues to explore a Maple Ridge model and will be looking at the insurance piece of senior's transportation.

**7. STAFF LIAISON UPDATES**

**7.1. City of Pitt Meadows Staff Liaison Transition**

Ryan Slevin advised that it will be his last meeting and thanked members. Mr. Slevin introduced Jackie Senchyna who will be taking on the role as Staff liaison for the City of Pitt Meadows.

**8. QUESTION PERIOD - Nil**

**9. CORRESPONDENCE – Nil**

10. **ROUNDTABLE**

Councillor Speirs advised of flooding at the Ridge Meadows Child Development Centre. The Centre is able to continue providing services and programs as they have found other temporary locations within the community to operate from. Councillor Speirs spoke to the flooding at Anita's Place and the quick response by staff.

Councillor Bell shared his enjoyment working with MACAI and thanked members for their dedication.

Roberta O'Brien advised that Maple Ridge Pitt Meadows Katzie Local Immigration Partnership is hosting a training event for traditional and non-traditional stakeholders at the Maple Ridge Public Library on October 3, 2018 at 10:00 am and invited members to register and attend.

Jackie Senchyna reported on the increase in special needs supported care and that the City of Pitt Meadows has partnered with Ridge Meadows Association for Community Living to support children through the summer and school year. The two SciFit machines at the Pitt Meadows Fitness Centre have been well received. Ms. Senchyna advised that a review of the Recreation Master Plan is scheduled for 2019.

Ryan Slevin reported that the spray park was renovated over the summer to improve accessibility and that the Pitt Meadows Arena is working on installing a second ramp to view the playing area. Mr. Slevin thanked Councillor Bell for the decade he has dedicated to championing accessibility.

Gillian Small reported on the decrease of referrals and resources for teenagers graduating and transitioning into post-secondary life.

Maria Kovacs reported on an article regarding a Pitt Meadows bus stop on Lougheed Highway.

Petra Frederick advised of the Community Living BBQ hosted at the Greg Moore Youth Centre on October 3, 2018 to celebrate individuals with disabilities in the community. Ms. Frederick thanked members for their volunteer work in the community and around the MACAI table.

Brad Dinwoodie advised he is running for Council in Pitt Meadows.

Kim McLennan shared updates from the Age Friendly Initiative subcommittee and the walkability study conducted in the downtown core.

Mike Murray reported on the increased graduation rates for special education students and Indigenous students. Mr. Murray spoke to creating schools that are inviting, caring and safe for all students.

Rysa Kronebusch shared reasons for joining the committee and advised she is running for Council in Maple Ridge.

11. **ADJOURNMENT – 5:36 pm.**

"Original signed by K. Morrison"

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Councillor Craig Speirs, Acting Chair  
/aa





## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**MEETING DATE:** April 9, 2019  
**FILE NO:** 2184441  
**FROM:** Chief Administrative Officer  
**MEETING:** Council  
**SUBJECT:** Disbursements for the month ended February 28, 2019

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### EXECUTIVE SUMMARY:

The disbursements summary for the past period is attached for information. All voucher payments are approved by the Mayor or Acting Mayor and the Chief Financial Officer or Corporate Controller. Council authorizes the disbursements listing through Council resolution. Expenditure details are available by request through the Finance Department.

### RECOMMENDATION:

That the disbursements as listed below for the month ended February 28, 2019 be received for information only.

GENERAL	\$ 7,384,026
PAYROLL	\$ 1,759,120
PURCHASE CARD	\$ <u>72,521</u>
	\$ <u>9,215,667</u>

### DISCUSSION:

#### a) Background Context:

The adoption of the Five Year Consolidated Financial Plan has appropriated funds and provided authorization for expenditures to deliver municipal services.

The disbursements are for expenditures that are provided in the financial plan

#### b) Citizen/Customer Implications:

The citizens of Maple Ridge are informed on a routine monthly basis of financial disbursements.

**c) Business Plan/Financial Implications:**

Highlights of larger items included in Financial Plan or Council Resolution

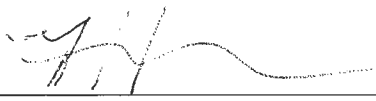
• BA Blacktop – Downtown enhancement project	\$	265,185
• Cedar Crest Lands (BC) Ltd - Telosky Stadium synthetic turf field	\$	671,606
• Greater Vanc. Water District - Water consumption Nov 28 - Dec 31/18	\$	594,179
• Municipal Insurance Association – Property Insurance	\$	259,081
• Pomerleau Inc – 270A St reservoir	\$	369,622
• Ridge Meadows Recycling Society - Monthly contract for recycling	\$	220,672
• Yellowridge Construction Ltd – Fire hall #4 construction (progress #1)	\$	205,140

**d) Policy Implications:**


Corporate governance practice includes reporting the disbursements to Council monthly.

**CONCLUSIONS:**

The disbursements for the month ended February 28, 2019 have been reviewed and are in order.

  
\_\_\_\_\_  
Prepared by: **Trevor Hansvall**  
Accounting Clerk II

  
\_\_\_\_\_  
Approved by: **Trevor Thompson, BBA, CPA, CGA**  
Chief Financial Officer

  
\_\_\_\_\_  
Concurrence: **Kelly Swift**  
Acting Chief Administrative Officer

**CITY OF MAPLE RIDGE**  
**MONTHLY DISBURSEMENTS - February 2019**

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
0981077 BC Ltd	Security refund	39,709
Ansan Industries Ltd	Traffic control	16,545
Associated Engineering (BC) Ltd	225 St forcemain upgrade	51,657
Associated Fire Safety	Firefighter protective wear	248
	Firefighter training equipment	17,990
BA Blacktop	Downtown enhancement project	18,238
Baba Homes Ltd	Security refund	265,185
Badger Daylighting Lp	Hydro-excavation - multiple locations	29,723
BC Hydro	Electricity	21,543
Beta Enterprises Ltd	Firefighter training equipment	151,253
Birdseye Office Inc	Firefighters' protective wear	36,200
Boileau Electric & Pole Ltd	Maintenance:	33,076
	Cottonwood kiosk	4,269
	Banners	500
	Operations	1,706
	Street lights	4,266
	Traffic signals	4,749
	Xmas decorations	2,308
CUPE Local 622	Dues - pay periods 19/01 & 19/02	17,798
C3 Mainline Inspections Inc	Video inspection of sanitary sewers	29,627
CDW Canada Inc	Dell Laptop I7-875H	63,870
	Radio display & new PC's - Firehall #1	2,827
	Telosky Stadium synthetic turf field	12,204
Cedar Crest Lands (BC) Ltd	Amanda annual software maintenance	15,031
CSDC Systems Inc	Remove/install new flooring - RCMP	671,606
DL Watts Flooring Ltd	263 St water pump station project	52,775
Drake Excavating (2016) Ltd	Citrix annual software maintenance	17,435
DTM Systems Corporation	Purchase and delivery of concrete barriers	147,261
Eagle West Crane & Rigging	Security refund	40,441
Epic Homes (2012) J.V.	Annual support & maintenance	18,965
FDM Software Ltd	Contracted service provider - fitness classes & programs	23,375
Fitness Edge	Natural gas	19,992
Fortis BC - Natural Gas	Supply & install new submersible pump/discharge pipe	20,353
Frontier Pumps & Installations	Security refund	16,766
G6 Ventures (Rock Ridge)	Water consumption Nov 28 - Dec 31/18	17,734
Greater Vancouver Water District	Firefighter equipment	31,884
Guillevin International Inc	Firefighter protective wear	3,640
	Operations electrical supplies	6,662
Island Key Computer	Ruggedized laptop replacement	16,490
Jacks Automotive & Welding	Fire Dept equipment repairs	26,793
Jemspec Enterprises Inc	Security refund	190,594
Lafarge Canada Inc	Roadworks material	15,362
Manulife Financial	Employer/employee remittance	45,658
Maple Ridge & PM Arts Council	Arts Centre contract	21,880
	Municipal rental	56,362
Medical Services Plan	Employee medical & health premiums	4,443
Municipal Insurance Association	Property insurance	60,805
Municipal Pension Plan BC	Employer/employee remittance	20,175
Nustadia Recreation Inc	Subsidized ice purchased by P&LS on behalf of user groups - Jan	259,081
	RMMHA returned subsidized hours - Jan	460,402
Opus Consulting Group Ltd	Network server for Electro/Mechanical	31,403
Oracle Corporation Canada Inc	Software update licence & support Feb 19 - Feb 20	1,217
Pacific Flow Control Ltd	Waterworks supplies	32,620
Parkland Refining (BC) Ltd	Gasoline & diesel fuel	79,584
Paul Bunyan Tree Services	Tree maintenance & damaged tree removal	18,940
Paulson, Jack & Delena	Security refund	15,288
Perfectmind Inc	Parks & Recreation annual software subscription	39,372
Pomerleau Inc	270A St reservoir	18,572
Province Of BC	School tax remittance	21,228
		24,721
		369,622
		28,803

<b>VENDOR NAME</b>	<b>DESCRIPTION OF PAYMENT</b>	<b>AMOUNT</b>
Receiver General For Canada	Employer/employee remittance PP19/02 & PP19/03	892,171
Resolution Reprographics Ltd	Delivery & installation of Canon inkjet printers (Parks, Ops, Planning)	31,455
Ridge Meadows Recycling Society	Monthly contract for recycling	220,672
	Toilet rebate program	195
	Weekly recycling	355
SAP Canada Inc	Enterprise annual software support	32,140
Seismic 2000 Construction Ltd	Bridge replacement - 287 St	124,554
SFE Ltd	Temporary sanitary sewer flow monitoring	12,285
	Temporary storm flow monitoring	3,371
Shape Architecture Inc	Leisure Centre pool renovation	15,635
Simcic + Uhrich Architects	Architectural design services for Telosky Field House	34,401
Smart-Tek Communications Inc	CCTV system	40,556
Thunderbird Plastics Ltd	Recycling containers x5000	25,144
Total Power Ltd	Generator maintenance:	
	City Hall	425
	Fire Halls	425
	Library	213
	Operations	213
	Pump Stations	25,150
	RCMP	213
	Whonnock Community Centre	213
Tybo Constructors Ltd	Albion reservoir expansion	148,758
Universal Cover Corp	Salt storage facility	132,664
Warrington PCI Management	Advance for Tower common costs	70,000
Websters Corner Business Park	Security refund	183,256
Wesco Distribution Inc	Fiber testing & equipment repair	18,006
Westridge Security Ltd	Community security patrols - Jan	6,863
	Guard service - Jan	10,257
Worldwideturf Inc	Supply & install synthetic turf - Arthur Peake/Golden Ears Elementary	28,350
WSP Canada Inc	Albion reservoir expansion	3,881
	Maple Ridge Leisure Centre roof consulting	1,347
	McNutt Road PRV replacement	3,470
	Sewer network modeling	7,025
Yellowridge Construction Ltd	Firehall #4 construction - progress claim #1	205,140
Disbursements In Excess \$15,000		6,637,207
Disbursements Under \$15,000		746,818
Total Payee Disbursements		7,384,026
Payroll	PP19/03 & PP19/04	1,759,120
Purchase Cards - Payment		72,521
Total Disbursements February 2019		9,215,667

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** 2019 Council Expenses

**MEETING DATE:** April 9, 2019  
**FILE NO:** 2161518  
**MEETING:** Council

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**EXECUTIVE SUMMARY**


In keeping with Council's commitment to transparency in local government, the attached Schedule lists Council expenses recorded to February 28 2019. The expenses included on the schedule are those required to be reported in the annual Statement of Financial Information and are available on our website.

**RECOMMENDATION:**

**Receive for information**


**Discussion**

The expenses included in the attached schedule are those reported in the annual Statement of Financial Information (SOFI), including those incurred under Policy 3.07 "Council Training, Conferences and Association Building". The budget for Council includes the provision noted in Policy 3.07 as well as a separate budget for cell phone and iPad usage. The amounts on the attached Schedule are those recorded prior to the preparation of this report and are subject to change.



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Prepared by: Trevor Hansvall  
Accounting Clerk 2



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Approved by: Catherine Nolan, CPA, CGA  
Corporate Controller



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Approved by: Kelly Swift  
Acting Chief Administrative Officer

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
<b>Dueck, Judy</b>						
January	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				5.35	
February	Farmers Helping Seniors Night		25.00			
	Portable electronic device charges (e.g. Ipad)				5.35	
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		-	25.00	-	53.66	78.66
<b>Duncan, Klersten</b>						
January	2019 Elected Officials Seminar - LMLGA Region	453.43				
	Cell phone charges				43.60	
	Portable electronic device charges (e.g. Ipad)				5.35	
February	Cell phone charges				42.96	
	Farmers Helping Seniors Night		25.00			
	Portable electronic device charges (e.g. Ipad)				5.35	
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		453.43	25.00	-	97.26	575.69

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
<b>Meadus, Chelsa</b>						
January	2019 Elected Officials Seminar - LMLGA Region	652.84				
	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				5.35	
February	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				5.35	
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		652.84	-	-	96.62	749.46
<b>Morden, Milke</b>						
January	2019 Elected Officials Seminar - LMLGA Region	652.84				
February	Farmers Helping Seniors Night		25.00			
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		652.84	25.00	-	-	677.84



Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
<b>Robson, Gordy</b>						
January	2019 Elected Officials Seminar - LMLGA Region	350.00				
	Portable electronic device charges (e.g. Ipad)				9.51	
February	Portable electronic device charges (e.g. Ipad)				5.35	
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		<b>350.00</b>	<b>-</b>	<b>-</b>	<b>14.86</b>	<b>364.86</b>
<b>Svensden, Ryan</b>						
January	2019 Elected Officials Seminar - LMLGA Region	302.84				
	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				5.35	
February	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				5.35	
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		<b>302.84</b>	<b>-</b>	<b>-</b>	<b>96.62</b>	<b>399.46</b>

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
<b>Yousef, Ahmed</b>						
January	2019 Elected Officials Seminar - LMLGA Region	652.84				
	Cell phone charges				42.96	
	Portable electronic device charges (e.g. Ipad)				5.35	
February	Cell phone charges				42.96	
	Farmers Helping Seniors Night		25.00			
	Portable electronic device charges (e.g. Ipad)				5.35	
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		<b>652.84</b>	<b>25.00</b>	<b>-</b>	<b>96.62</b>	<b>774.46</b>

800     *Unfinished Business*

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**MEETING DATE:** March 19, 2019  
**FILE NO:** 2174818  
**FROM:** Chief Administrative Officer  
**MEETING:** Council Workshop  
**SUBJECT:** City of Maple Ridge Strategic Plan 2019-2022 and  
Council Workplan Matrix – March 19, 2019

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**EXECUTIVE SUMMARY:**

In January 2019, Council developed a framework that captured their strategic direction for the next four years. Based on this framework, staff have prepared a detailed matrix that lists specific workplan items that will work toward achieving this direction. Council provided feedback on drafts of both documents at the Council Meeting of January 29, 2019.

Council's strategic framework has been reformatted to better communicate the strategic direction to the public and forms Appendix A: City of Maple Ridge Strategic Plan 2019-2022. A second attachment to this report, Appendix B: Council Workplan Matrix – March 19, 2019, is a schedule outlining various policy and project implementation discussions throughout 2019 that will advance the strategic plan.

The matrix represents a snapshot in time and will evolve as needed to respond to Council business. Some of the items have been completed. Others are more comprehensive, such as the Community Safety Plan, and will require a number of meetings as they progress. For these items, the initiating meeting is shown, and "In Progress" is noted to indicate that subsequent reports to Council will be scheduled.

**RECOMMENDATION:**

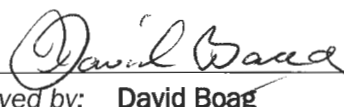
That the "City of Maple Ridge Strategic Plan 2019-2022" and the "Council Workplan Matrix - March 19, 2019" be forwarded to the April 9, 2019 Council Meeting for final consideration.

**CONCLUSION:**

In alignment with direction provided by Council's strategic framework, a workplan has been developed to outline Council reports and presentations for the upcoming months that help to implement Council's Strategic Plan.

  
Submitted by: Laura Benson, CPA CMA  
Director Corporate Administration

  
Approved by: Frank Quinn, MBA, P.Eng.  
General Manager Public Works  
& Development Services

  
Approved by: David Boag  
Acting General Manager  
Parks, Recreation & Culture

  
Approved by: Kelly Swift, MBA  
Acting Chief  
Administrative Officer

Attachments: A - City of Maple Ridge Strategic Plan 2019-2022  
B - Council Workplan Matrix - March 19, 2019



# CITY OF MAPLE RIDGE STRATEGIC PLAN

2019-2022







## MAPLE RIDGE MAYOR & COUNCIL

From left to right:

Councillor Gordy Robson  
Councillor Chelsa Meadus  
Councillor Kiersten Duncan  
Mayor Mike Morden  
Councillor Judy Duek  
Councillor Ahmed Yousef  
Councillor Ryan Svendsen



## INTRODUCTION

We are very proud to present the 2019-2022 City of Maple Ridge Strategic Plan. This work represents what we all heard on the campaign trail and includes the priorities and passion from all of us elected to serve for the next four years.

The development of this Strategic Plan was a collaborative process whereby we discussed the issues and opportunities facing Maple Ridge and collectively agreed to the plan and priorities. There is an old adage "A vision without a plan is just a dream. A vision with a plan can change the world." This document lays out our vision and the Council

Workplan Matrix is the plan by which we will deliver the actions laid out in our Strategic Plan.

If you have any comments or questions,  
please email us at

[MayorAndCouncil@MapleRidge.ca](mailto:MayorAndCouncil@MapleRidge.ca)

# 5 STRATEGIC PRIORITIES



## COMMUNITY SAFETY

Ensure that citizens feel safe and are not afraid to engage in their community, that criminal activity is prevented or minimized, that people who need services can access them easily, that agencies understand and are accountable for their role and that all of this occurs within the capacity of local first responders and service providers.



## INTER- GOVERNMENT RELATIONS

Build strong relationships with the region, other levels of government and local First Nations to set a foundation for problem solving and innovation to achieve defined strategic results.



## GROWTH

Implement strategic plans related to local infrastructure and the economy including commercial and industrial land base, transportation corridors, transit, neighbourhood plans and key amenities.



## COMMUNITY PRIDE & SPIRIT

Engage the public in positive activities as participants and as volunteers, to enhance the vibrancy of the community.



## NATURAL ENVIRONMENT

Be alert to opportunities to care for the natural environment, to mitigate impacts on wildlife and to utilize natural assets to grow eco-tourism opportunities.



# IMPLEMENTATION OF COUNCIL'S STRATEGIC PLAN

A complete listing of actions linked to Council's Strategic Plan can be found on the Council Workplan Matrix.

The Council Workplan Matrix will be updated as the action items come before Council, the Strategic Plan moves forward and we make progress on the plan.





# COMMUNITY SAFETY

Ensure that citizens feel safe and are not afraid to engage in their community, that criminal activity is prevented or minimized, that people who need services can access them easily, that agencies understand and are accountable for their role, and that all of this occurs within the capacity of local first responders and service providers.

**COLLABORATION, ACCOUNTABILITY AND  
NEW APPROACHES TO CITIZEN SAFETY.**





# COMMUNITY SAFETY HIGHLIGHTS

Develop a **multi-faceted Community Safety Plan** with the community and partners including senior levels of government. The safety plan will include an actionable implementation plan, accountability mechanisms, and a robust communications campaign to keep the community informed.

## Key action items from the Council Workplan Matrix

- Council approved a process framework on February 12, 2019. A number of our external partners in community safety (government officials, agencies, community groups, etc.) have been interviewed about their plans, actions and priorities. Next steps are to consolidate the information and establish roles, responsibilities and timelines.
- Social Housing Plan – Approved March 12th for submission to the Province – March 12, 2019 Council Workshop and Council Meetings; Submitted to the Province on March 13th
- Community Court– Overview of Proposed Integrated Court provided by Provincial Crown Counsel, March 12, 2019 Council Workshop Meeting; Council issued a letter of support for the program
- 2019 Communications Program Update – Detailed communications plan for community-wide initiatives including the Community Safety Plan – April 2, 2019 Council Workshop Meeting\*
- Panhandling Bylaw – June 11, 2019 Council Workshop Meeting\*
- Restorative Justice – pending
- Advocate for conditional housing and health care services emphasizing treatment and recovery – Ongoing advocacy with provincial ministries of Health, Mental Health and Addictions, Housing and Municipal Affairs BC Housing, Social Development and Poverty Reduction, and MLAs

\* All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.



# INTER-GOVERNMENT RELATIONS

Build strong relationships with the region, other levels of government and local First Nations to set a foundation for problem solving and innovation to achieve defined strategic results.

**CONNECTING, COLLABORATING AND  
ALIGNING WITH OTHER LEVELS OF  
GOVERNMENT AND THEIR  
AGENCIES TO COORDINATE  
OUTCOME BASED  
PROGRAM  
DELIVERY.**





# INTER-GOVERNMENT RELATIONS HIGHLIGHTS

Build **strong relationships** with the region, other levels of government and local First Nations to set a foundation for problem solving and innovation for the achievement of strategic goals.

## Key action items from the Council Workplan Matrix

- Open Communication – Formalize regularly scheduled meetings and delegation presentations with other governments (neighbouring municipalities; School District No. 42; First Nations; MLAs, MP) – Various Workshop Meetings throughout the Year\*
- Community to Community Forum - In October 2018, Council directed staff to pursue grant funding. Having done so, staff sought and received Council approval to arrange the forum(s) – February 5, 2019 Council Workshop Meeting

\*All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.



# GROWTH

Implement strategic plans related to local infrastructure and the economy including commercial and industrial land base, transportation corridors, transit, neighbourhood plans and key amenities.

ACHIEVING LONG TERM SUSTAINABILITY THROUGH  
**THOUGHTFUL PLANNING, MANAGEMENT OF CITY  
FINANCES AND INFRASTRUCTURE AND STRONG  
GOVERNANCE AND POLICY WORK.**





# GROWTH HIGHLIGHTS

Implement strategic plans related to local infrastructure and the economy including commercial and industrial land base, transportation corridors, transit, neighbourhood plans, and key amenities.

## Key action items from the Council Workplan Matrix

- North East Albion
  - Scoping report outlining the process for reviewing land use and servicing requirements – January 22 Committee of the Whole Meeting
  - Consultation Summary – June 18 Council Workshop Meeting\*
- Albion Flats
  - Overview report on process background and next steps – January 22 Council Workshop Meeting
  - Drainage constraints and options - May 21 Council Workshop Meeting\*
  - Consultation Summary and draft concepts - July 23 Council Workshop Meeting\*
- Zoning Bylaw Update – Draft to be presented at April 9 Council Workshop Meeting\*
- Sign Bylaw Update – Draft to be presented at June 18 Council Workshop Meeting\*
- Employment Lands – Next steps in implementing the Commercial Industrial Strategy – April 16 Workshop\*
- Property Tax Rates & Financial Plan Amending Bylaws – Present a bylaw informed by Council direction – April 16 Audit and Finance Committee Meeting\*
- Purchasing Policy Refresh – Scoping discussion – May 7 Audit and Finance Committee Meeting\*
- Capital Plan Update – Process, key projects review and funding – June 25 Council Workshop Meeting\*
- Post-Secondary Task Force Update – Seek further Council direction for the pursuit of a post-secondary institution – May 7 Council Workshop Meeting\*

\*All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.





## COMMUNITY PRIDE & SPIRIT

Engage the public in positive activities as participants and as volunteers, to enhance the vibrancy of the community.

**CELEBRATING OUR COMMUNITY AND  
ENGAGING WITH CITIZENS.**





# COMMUNITY PRIDE & SPIRIT HIGHLIGHTS

**Engage** the public in positive activities as participants and volunteers, to enhance the **vibrancy** of the community.

## Key action items from the Council Workplan Matrix

- Council **Code of Conduct** - Code of Conduct was endorsed by Council on Nov. 13, 2018. It is to be reviewed annually. Mayor Morden presented a signed copy of the document for each member of Council – January 14, 2019 Regular Council Meeting
  - Follow-up Council Code of Conduct Review - Code of Conduct adopted in Q4 2018, conduct first annual review – December 10, 2019 Council Workshop Meeting\*
- Council **Citizen Engagement** Program - Discussion of opportunities for Council to interact and engage with citizens outside the formal setting of City Hall – April 2, 2019 Council Workshop Meeting\*
- **Open Government** Portal Enhancements - Currently scoping/refining deliverables. Early wins: seniors-friendly version of WHAM, mock-up of a youth engagement initiative, and pilot for the Loughheed Corridor Study. Investigating the viability to pilot Chat Bot – May 21, 2019 Council Workshop Meeting\*
- Downtown **Festival & Tourism** Review – Support the promotion of festivals and events in the downtown through a review of the current program – May 7, 2019 Workshop Meeting\*
- Civic Core **Place Making** Event – Present findings from informal public survey and recommend locations for holding event - March 26, 2019 Workshop Meeting\*

\* All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.



# NATURAL ENVIRONMENT

Be alert to opportunities to care for the natural environment, to mitigate impacts on wildlife, and to utilize natural assets to grow eco-tourism opportunities.

FOSTERING **PARTNERSHIPS** AND  
PROGRAMS THAT ENHANCE OUR NATURAL  
ENVIRONMENT AND PRESERVE OUR  
**GREEN INFRASTRUCTURE.**





# NATURAL ENVIRONMENT HIGHLIGHTS

Be alert to opportunities to care for the **natural environment**, to mitigate impacts on wildlife, and to utilize **natural assets** to grow **eco-tourism** opportunities.

## Key action items from the Council Workplan Matrix

- Green Infrastructure Strategy – Scoping report to outline policy options related to green infrastructure management for new development – November 12, 2019 Council Workshop Meeting\*
- Agri-tourism and Eco-tourism Strategies – Present the proposed implementation strategies for approval –October 8 Council Workshop Meeting\*
- Electric Vehicle Charging Report Follow-up – Report back on costing and Council requests. Next steps include drafting a bylaw – March 12 Council Workshop Meeting
- Integrated Stormwater Management Plans (Provincial requirement)
  - Briefing and discussion of ISMPs and elements therein – June 11 Council Workshop Meeting\*
  - Seeking endorsement of final ISMPs – November 5 Council Workshop Meeting\*

\* All future dates and meetings are tentative. Citizens are advised to check <http://mapleridge.ca/AgendaCenter/> closer to the meeting dates.

## Council Workplan Matrix - March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Jan-14	Council	Council Code of Conduct	Admin	Code of Conduct was endorsed by Council on Nov.13, 2018. It is to be reviewed annually. Mayor Morden presented a signed copy of the document for each member of Council.	Pride	✓
Jan-14	Other	City of Pitt Meadows Joint Meeting (quarterly)	Admin	Quarter 1 meeting: North Lougheed and Related Infrastructure	Relations	✓
Jan-14	Workshop	Detached Garden Suites Pilot Project - Phase 2	Planning	Report presented January 14, discussing Phase 2 of the Detached Garden Suites Pilot project. Options report and tour of pilot project DGS suites to follow.	Growth	✓
Jan-14	Workshop	Tree Bylaw - appeal re 12238 Creston Street	Planning	Report presented Jan 14. discussing deferral and Council options; appeal re 12238 Creston Street deferred from Dec.11 meeting	Environment	In Progress
Jan-22	Comm. of the Whole	North East Albion Process Report	Planning	Presented scoping report outlining the process for reviewing land use and servicing requirements.	Growth	In Progress
Jan-22	Comm. of the Whole	Sport Network's Sport and Physical Activity Strategy Implementation Plan	Parks & Facilities	Implementation Update; plan was endorsed by Council – Jan 29	Safety	✓
Jan-22	Workshop	Albion Flats Overview	Planning	Report presented on Jan. 22, on process background and next steps. Drainage report from Engineering to be presented May 21. Draft concepts from Planning to be presented July 23.	Growth	In Progress
Jan-29	Workshop	Grant Funding Approach - Overview	SCP	Overview of staff tools, practices and sources of information - for Council information	Growth	✓
Jan-29	Workshop	Heritage Registry Update	Planning	Report identifying properties for inclusion in the Heritage Registry. Council approved Registry Feb. 12.	Pride	✓
Feb-5	Workshop	Community to Community Forum	SCP	In Oct 2018, Council directed staff to pursue grant funding; funding granted. Council approval was provided to arrange the forum(s).	Relations	In Progress

\*Dates are estimated. Please check meeting agendas at [mapleridge.ca/640](http://mapleridge.ca/640) as date adjustments are to be expected.



## Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Feb-5	Workshop	Leisure Centre Renovation Update (and Tour)	Parks & Facilities	Tour and update provided to Council	Pride	✓
Feb-12	Council	Community Safety Plan Process	SCP	Currently liaising with Province regarding supports for community initiatives. Process report – Feb 12; approved Next Steps: - Stakeholder engagement - Analysis and priority-setting - Stakeholder group planning - Finalize the plan with workplan, responsibilities and timelines Implementation items will be scheduled when endorsed by Council	Safety	In Progress
Feb-12	Council	Culture Plan Implementation Schedule	RCE	Implementation schedule presented to Council – February 5, Workshop. Forwarded to February 12, Council.	Pride	✓
Feb-12	Workshop	Regulations for the Production & Processing of Cannabis	Planning	Background and options report on the production and processing of cannabis. Staff to bring back policy and bylaw options.	Growth	In Progress
Feb-12	Workshop	Transportation Plan Overview	Eng	Received for information; Update in 2020.	Growth	✓
Feb-12	Workshop	240 Street Bridge to Silver Valley - alignment and profile	Eng	Received for information.	Growth	✓
Feb-25	Other	Advocate for conditional housing and health care services emphasizing treatment and recovery	Admin	Advocacy: confirmed \$60M is available for conditional housing; met with Ministers (Health, Mental Health, Housing, Social Development and Poverty Reduction, MLAs)	Safety	✓

\*Dates are estimated. Please check meeting agendas at [mapleridge.ca/640](http://mapleridge.ca/640) as date adjustments are to be expected.

## Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Feb-26	Workshop	Translink - Area Transport Plan Update	Eng	Translink presented updated and Council comments provided as input. Public consultation upcoming. Further updates later this year.	Growth	✓
Feb-26	Workshop	Lougheed Corridor Study	Planning	Metro Vancouver provided Council with a report back outlining MV study outcomes and community engagement. Consultation to follow concepts later in the year.	Growth	In Progress
Feb-26	Workshop	Property Assessments Update	Finance	Report highlighting residential and commercial growth and market changes by geographic area	Growth	✓
Mar-5	Comm. of the Whole	Business License Amending Bylaw for Liquor Licence and Cannabis Applications	Bylaws	Business Licencing Bylaw amendment	Growth	✓
Mar-5	Workshop	Bicycle Plan Update including discussion on bicycles on sidewalks	Eng	Bike facilities discussion and direction from Council on supported facilities. Bikes on sidewalks: Bylaw will come forward to Council for consideration.	Environment	In Progress
Mar-12	Council	Social Housing Plan	Planning	Introduced a draft plan for submission to the Province; submitted March 13, 2019	Safety	✓
Mar-12	Workshop	Overview of Proposed Integrated Court (Community Court)	Admin	Update from Provincial Crown Council; letter of support pending	Safety	✓
Mar-12	Workshop	Electric Vehicle Charging Report Follow-up	Planning	Presented March 12. Report back on costing and Council requests. Next steps include drafting of bylaw.	Environment	In Progress
Mar-19	Council	Environmental Advisory Committee (EAC) Update	Planning	Green infrastructure- Update on Committee projects	Environment	
Mar-19	Committee of the Whole	Aquifer Mapping Update	Planning	Environmental Advisory Committee's Recommendation re: OCP Amending Bylaw - 1st Reading Report	Environment	

\*Dates are estimated. Please check meeting agendas at [mapleridge.ca/640](http://mapleridge.ca/640) as date adjustments are to be expected.



## Council Workplan Matrix - March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Mar-19	Workshop	Council Strategic Plan	Admin	Council strategic planning session completed in Q4 2018. Strategic plan content introduced on Jan.29. Seeking Council endorsement.	Pride	
Mar-19	Workshop	Council Matrix	Admin	Workplan developed in Q1 2019. Seeking Council endorsement. Progress reports to follow.	Pride	
Mar-19	Workshop	Property Frontage Upgrades as part of Building Permits - Policy Discussion	Eng	Policy discussion on proposed criteria to govern requirements for frontage upgrades, specifically for building permit applications.	Growth	
Mar-19	Workshop	Tree Appeal Process	Planning	Follow up to Jan. 14 tree permit appeal at 12238 Creston	Environment	
Apr-2	Workshop	Tree Bylaw Review	Planning	Bylaw updated in 2016 and given 1-year review in 2017. Review of implementation in progress.	Environment	
Apr-2	Workshop	2019 Communications Program	Comms	Overview of the annual program to inform, educate and engage with citizens on programs, projects and policy development.	Pride	
Apr-2	Workshop	Council Citizen Engagement Program Staff Report	Comms	Discussion of opportunities for Council to interact and engage with citizens outside the formal setting of City Hall.	Pride	
Apr-9	Workshop	Metro Vancouver Katzie Pump Station Upgrades & North Langley Sewage Treatment Plant Update	Eng	MV presentation of MV plans for improvements to the Katzie Pump Station and future re-routing of sewage to North Langley	Relations	
Apr-9	Workshop	Zoning Bylaw	Planning	Introduction to the draft Zoning Bylaw and first reading report	Growth	
Apr-9	Workshop	Agricultural Development Permit Guidelines	Planning	Report to introduce new DP	Environment	
Apr-16	AFC	Property Tax Rates Bylaw	Finance	Present the 2019 Property Tax Rates Bylaw	Growth	

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## Council Workplan Matrix - March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Apr-16	AFC	Financial Plan Amending Bylaw	Finance	Present an amendment to the 2019-2023 Financial Plan Bylaw	Growth	
Apr-16	Comm. of the Whole	Council Procedures Bylaw Update	Clerks	Update the bylaw to reflect council meeting procedural changes that have been directed by Council.	Pride	
Apr-16	Comm. of the Whole	Social Planning Update	RCE	Report on SPAC workplan	Safety	
Apr-16	Workshop	Translink - B-Line Update	Eng	Project status update, with scheduled implementation in September 2019	Growth	
Apr-16	Workshop	Citizen Survey discussion	SCP	Provide options for obtaining representative community opinions	Pride	
Apr-16	Workshop	Open Government Portal - Development Tracking	IT	At project scoping stage.	Pride	
Apr-16	Workshop	Commercial Industrial Strategy - Employment Lands Briefing	Planning	Report back on process background and next steps	Growth	
Apr-16	Workshop	128 Ave/232 St Yennadon Lands - Planning Process Report	Planning	Scoping report outlining new employment lands redesignation process	Growth	
May-7	Comm. of the Whole	MRSS Track Facility Design Contract Award	Parks & Facilities	Award Contract for the Detailed Design for the Spectator seating, washroom, changeroom facility and track lighting	Pride	
May-7	Comm. of the Whole	Hammond Community Centre Renovation Design Contract Award	Parks & Facilities	RFP for design closed at end of Feb. 2019	Pride	
May-7	Comm. of the Whole	Whonnock Community Centre Renovation Design Contract Award	Parks & Facilities	RFP for design closed at end of Feb. 2019	Pride	
May-7	Comm. of the Whole	Youth Strategy Implementation Schedule	RCE	Report recommending adoption of proposed implementation plan. Annual update from SPCA/YPT pending adoption.	Safety	

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## Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
May-7	Workshop	Fire Department Update	Fire	Last presentation held Q1 of 2018. Overview of current services and outcomes	Safety	
May-7	Workshop	RCMP Update	Police	Last presentation held Q1 of 2018. Overview of current services and outcomes	Safety	
May-7	Workshop	Post-Secondary Task Force Update	Ec Dev	Task force meetings concluded in Q4 2018. Report seeking further Council direction in Q2 2019.	Growth	
May-7	Workshop	Downtown Festival & Tourism Events Review	RCE	This update will provide Council with background on the Festivals program	Pride	
May-7	Workshop	Tandem Parking	Planning	Discussion on tandem parking requirements	Growth	
May-14	Council	BC Lottery Corporation / Great Canadian Gaming Corp.	Clerks	Delegation	Relations	
May-14	Workshop	Abernethy Way Extension - Routing options	Eng	Review of options for potential extension to extend Abernethy east of 232 Street	Growth	
May-14	Workshop	Post Disaster Water Supply - briefing	Eng	Briefing on the challenges in providing potable water after a significant disaster and potential solutions	Growth	
May-14	Workshop	Recovery House Regulations	Planning	Report on background and next steps for regulating recovery homes	Safety	
May-21	Comm. of the Whole	Water Quality Report	Eng	Annual report on the quality of water throughout the City water distribution system	Growth	
May-21	Comm. of the Whole	Kennel Bylaw Amendments	Bylaws	Integration with updated Zoning Bylaw	Growth	
May-21	Comm. of the Whole	Albion Community Centre Phase 1 Contract Award	Parks & Facilities	Award contract for Phase 1 construction.	Growth	
May-21	Workshop	Fraser River Escarpment	Eng	Review of Existing Data and Policies and recommendations for future	Growth	

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## Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
May-21	Workshop	Albion Flats Drainage Review	Eng	Review of drainage constraints and consideration of options.	Growth	
May-21	Workshop	Open Government Portal - enhancements for families and seniors	IT	Currently scoping/refining deliverables. Early wins: seniors-friendly version of WHAM, mock-up of a youth engagement initiative, and pilot for the Loughheed Corridor Study. Investigating the viability to pilot Chat Bot.	Pride	
May-28	Workshop	Civic Core Place Making Event	Ec Dev	Performed informal survey with the public in Q4 2018. Report on potential sites for hosting a Civic Core Place Making Event.	Pride	
May-28	Workshop	Industrial Park Identification Signs	Ec Dev	Develop recommendations for the design and installation of new directional and arrival signage. Report to Council in Q2 2019	Growth	
May-28	Workshop	Committee Review	Clerks	Overview of Council advisory committees, special committees, task forces	Pride	
Jun-11	Workshop	Integrated Stormwater Management Plans - briefing	Eng	Required by the Province, briefing and discussion of ISMPs and elements therein	Environment	
Jun-11	Workshop	Panhandling Bylaw	Bylaws	Staff report on best practices for a panhandling bylaw	Safety	
Jun-11	Workshop	Food Hub	Planning	Implementation next steps	Environment	
Jun-11	Workshop	Backyard Hens Plan	Planning	Report back on regulatory zoning options	Environment	
Jun-18	Workshop	Sign Bylaw Update, including development and election signage	Building	Update the Sign Bylaw, including development and election regulations	Growth	
Jun-18	Workshop	Fraser Basin Council	Eng	Discussion on regional dyking issues	Relations	
Jun-18	Workshop	North East Albion Consultation Summary	Planning	Scoping report outlining the process for reviewing land use and servicing requirements was presented on Jan. 22.	Growth	

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# Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Jun-25	Workshop	Capital Plan Update	Finance	Summary of process and funding of Capital Program. To include current key projects.	Growth	
Jun-25	Workshop	Secondary Suite Plan	Planning	Report back research and outline possible zoning options	Growth	
Jun-25	Workshop	Lougheed Corridor Consultation Summary	Planning	Update on Lougheed Corridor public consultation	Growth	
Jul-2	Comm. of the Whole	Business Licence Bylaw Fee Amendment	Bylaws	Reviewing existing fees and conducting inter-municipal comparison. Amendment scheduled for Q3.	Growth	
Jul-2	Workshop	Citizen Petitions Best Practices discussion	Clerks	Overview of current and best practices	Pride	
Jul-16	Comm. of the Whole	2019 Community Grants Awards	Finance	Awaiting funding requests. Council report recommending organizational allocations coming forward upon receipt of requests. If no applications are received by this meeting, another report will come forward in three months.	Pride	
Jul-23	Workshop	Albion Flats Consultation Summary	Planning	See Jan. 22 Workshop.	Growth	
C O U N C I L   S U M M E R   B R E A K						
Sep-3	Comm. of the Whole	Business & Industrial Property Tax Comparison	Finance	Presentation on relative tax burden between property tax classes among municipalities.	Growth	
Sep-3	Workshop	Aquatic Facilities Planning	Parks & Facilities	Update Council on the previous aquatic facility conversation.	Growth	
Sep-3	Workshop	Triplex/Fourplex Housing Design Guidelines	Planning	Report on design guidelines for this form.	Growth	
Sep-10	Workshop	Driveway Access and Encroachment Policies	Eng	Discussion on requirements related to driveway access to properties as well as dealing with instances private structures located on City road allowances.	Growth	

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## Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Sep-10	Workshop	Lougheed Corridor	Planning	See Feb. 26 Workshop. Present draft concept options.	Growth	
Sep-17	Comm. of the Whole	Traffic Calming Policy - Revision	Eng	Update of existing policy	Growth	
Sep-17	Workshop	Sanitary Sewer Inflow & Infiltration Reduction Strategy	Eng	Mandated by MV, discussion on the City's ongoing efforts to reduce inflow and infiltration	Growth	
Sep-17	Workshop	Growth in the Downtown	Ec Dev	Development of summary report on downtown growth.	Growth	
Sep-17	Workshop	OCP Housekeeping Amendments	Planning	Report on various amendments related to approved plans and strategies	Growth	
Oct-1	Workshop	Incentives for Development	Ec Dev	ELIIP expired at the end of 2018. Research on policy alternatives in progress. Report coming in Q4 2019.	Growth	
Oct-1	Workshop	Implications of Climate Change on Storm Water Management	Eng	Discuss the impact of CC on the City's rain water infrastructure capacity	Growth	
Oct-1	Workshop	Heritage Incentives	Planning	Summary of options to incentivize the protection of heritage resources in the City	Pride	
Oct-8	Comm. of the Whole	Agri-tourism and Eco-tourism Strategies Implementation	Ec Dev	Report on identified opportunities and next steps	Environment	
Oct-8	Comm. of the Whole	Albion Community Centre Award of Tender for Construction Phase 2	Parks & Facilities	Tender to be undertaken by contractor once Phase 1 underway.	Growth	
Oct-8	Workshop	Detached Garden Suites Pilot Project	Planning	Update program on DGS pilot	Growth	
Oct-15	Workshop	Lower Hammond Drainage Update	Eng	Consideration of drainage constraints and possible resolutions	Growth	
Oct-22	AFC	Purchasing Policy Update	Finance	Proposed updates to Purchasing Policy to reflect senior government policy changes, industry and technological innovations, and sustainability considerations.	Growth	

\*Dates are estimated. Please check meeting agendas at [mapleridge.ca/640](http://mapleridge.ca/640) as date adjustments are to be expected.

## Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
Nov-5	Comm. of the Whole	Integrated Stormwater Management Plans - Final, for adoption	Eng	Required by the Province, briefing and discussion held in June, seeking Council endorsement of the ISMPs. Final for adoption.	Environment	
Nov-12	Workshop	Pitt Meadows Dyking	Eng	Current agreements date back to the 1970s. Review and update.	Safety	
Nov-12	Workshop	Port Haney Planning Process	Planning	Scoping report outlining new land-use concept process for Port Haney	Growth	
Nov-12	Workshop	Soil Deposit Bylaw – 1-year update	Planning	Bylaw adopted in 2018. Review of implementation in progress.	Environment	
Nov-12	Workshop	Green Infrastructure Strategy	Planning	Scoping report to outline on policy options related to green infrastructure in new development	Environment	
Nov-19	Comm. of the Whole	2020 – 2024 Financial Plan Summary & Presentation	Finance	Overview includes changes from prior year and potential resourcing for incremental changes to service levels and Capital Plan updated	Growth	
Nov-19	Comm. of the Whole	New Property Nuisance Bylaw	Bylaws	Researching options for new bylaw. Recommendation report in Q4 2019.	Growth	
Dec-3	Comm. of the Whole	DCC Bylaw Amendment-minor rate update	Finance	Annual minor amendment to ensure alignment with capital program	Growth	
Dec-3	Workshop	Lougheed Corridor Concept Endorsement	Planning	Concept Plan endorsement.	Growth	
Dec-10	Workshop	Code of Conduct Review	Clerks	Annual Review of Code of Conduct adopted in Q4 2018.	Pride	
Jan-2020	Workshop	Fees and Charges Update	SCP	Review of current rates and recommendations for changes where appropriate	Growth	
In Progress	Other	Restorative Justice	Admin	Staff briefing to Council	Safety	

\*Dates are estimated. Please check meeting agendas at [mapleridge.ca/640](http://mapleridge.ca/640) as date adjustments are to be expected.

## Council Workplan Matrix- March 19, 2019

Date*	Meeting	Agenda Item	Dept	Status/Outcome/Next Steps	Alignment	Completion
In Progress	Other	School District No.42 Joint Meeting (quarterly)	Admin	Regularly scheduled quarterly meetings	Relations	
In Progress	Other	District of Mission Joint Meeting (quarterly)	Admin	Regularly scheduled quarterly meetings	Relations	
In Progress	Other	Agricultural Land Commission	Planning	Joint meeting between ALC & City to discuss recent legislative changes and city initiatives	Relations	
In Progress	Other	Council Tour: Detached Garden Suites	Planning	Council tours of the completed Phase 1 Detached Garden Suites Pilot project. Part of Council endorsed DGS Pilot Project.	Growth	
In Progress	Workshop	Accountability Mechanisms	Admin	Discussion of mechanisms that can be put into place to deal with neighbourhood impacts	Safety	
In Progress	Other	MLAs Joint Meeting (bi-monthly)	Admin	Regularly scheduled quarterly meetings	Relations	

\*Dates are estimated. Please check meeting agendas at [mapleridge.ca/640](http://mapleridge.ca/640) as date adjustments are to be expected.



## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**MEETING DATE:** March 19, 2019  
**FILE NO:** 01-0340-50  
**FROM:** Chief Administrative Officer  
**MEETING:** Workshop  
**SUBJECT:** Single Family Residential Building Permit Frontage Improvements Policy

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### EXECUTIVE SUMMARY:

Engineering servicing requirements for developments are regulated through “Maple Ridge Subdivision and Development Servicing Bylaw No. 4800 – 1993” (Bylaw). The Bylaw outlines that any subdivision or development within the City is required to construct the frontage to meet the current standards of the City. This Bylaw was updated in 2015 to include building permits within the definition of developments and has allowed the City to achieve consistent servicing standards on developments of all kinds including single family residential building permits.

The City has applied consistent practice for all development applications since the Bylaw’s update in 2015 and staff has monitored the outcome of this update on various types of development. Over the intervening four years a reasonable number of applications have been completed. Based upon the development applications received, it is proposed that Council consider the adoption of a Policy to focus the request for frontage improvements associated with single family residential building permits to urban developments that propose new dwellings or substantially reconstructed dwellings. The adoption of this Policy will reduce the number of Development Variance Permits for rural road width requiring council resolution as well as establish a threshold for the scale of single family building permits required to complete frontage upgrades.

This report reviews the provisions within the Bylaw and outlines a Policy for consideration that identifies a revised method for determination of requirements for frontage improvements related to single family building permits.

### RECOMMENDATION:

That the “Single Family Residential Building Permit Frontage Improvements Policy” be supported and forwarded to a subsequent Council meeting for consideration and adoption.

## DISCUSSION:

### a) Background Context:

#### 2015 Bylaw Update

The Subdivision and Development Servicing Bylaw No. 4800 – 1993 was updated in 2015 to include building permits within the definition of developments. This update allowed the City to secure frontage improvements on building permit applications bringing the fronting roadways and utilities in line with current City standards. Staff has monitored the outcome of the Bylaw update for four years and have assessed the requirements identified on various types of building permits.

#### Current Practice

The City's practice has been to require frontage improvements for all building permits where the cost of the frontage improvements represents less than 10% of the value of building permit improvements.

#### Opportunity for Improvement

Through monitoring of the application of this practice over the four years since the Bylaw update, two typical circumstances have been identified as opportunities for improvement. The first opportunity for improvement is removing the requirement for frontage improvements on single family building permits that do not significantly extend the life of the dwelling; this would apply to building permits for minor additions or renovations. The intent of the bylaw update is to require frontage improvements as a part of the rejuvenation of the neighbourhood with new builds and as such the proposed Policy will give the City the flexibility to allow residents to modify their existing dwellings while still allowing the City to secure funds to improve neighbourhoods as they re-develop with new homes.

The second opportunity for improvement is taking into account the context of the surrounding neighborhood in determining the requirement for frontage improvements. Rural areas of the City are unlikely to undergo significant re-development or densification making the construction of frontage improvements improbable in the foreseeable future. Currently applications on rural properties for single family building permits will generally come forward as a Development Variance Permit for Council resolution to vary the local road width requirement of 7.0m of asphalt to match the existing 6.0m width. Adoption of this Policy would allow these applications to proceed without this Development Variance Permit.

#### Proposed Policy

Under the Bylaw there is currently no provision to differentiate between building permits for simple additions and renovations from building permits for new house construction. Additionally there is no way to consider the likelihood of the surrounding neighbourhood to re-develop. This Policy will formally take these items into account to help determine when it is most appropriate to require frontage improvements for each single family residential building permit.

The proposed Policy will base this assessment on the following principles:

1. Frontage improvements will not be required if the road and utilities fronting the subject property are already constructed to the ultimate standard.
2. Building permits for single family residential properties located outside of the City of Maple Ridge Urban Containment Boundary will not be required to provide frontage improvements unless they are otherwise required for servicing of the property such as a water connection, driveway, etc.
3. Single family residential building permit applicants for properties located within the City of Maple Ridge Urban Containment Boundary are required to construct or pay cash in lieu for all frontage improvements if any of the three following conditions are met:
  - a. A new dwelling unit is to be constructed
  - b. A new house is to be constructed
  - c. The existing house will be Substantially Reconstructed as defined by BC Housing
4. All other Single family residential building permit applicants will not require frontage improvements unless required for servicing of the property.

**b) Desired Outcome:**

To adopt a Policy that provides a clear and consistent method for determining if frontage improvements are required as a part of single family residential building permits.

**c) Citizen/Customer Implications:**

The proposed Policy will allow for both small scale and rural single family building permits to proceed without the requirement for frontage improvements.

**d) Interdepartmental Implications:**

The Engineering Department and Building Department work cooperatively on single family residential building permits and this Policy will provide consistency in processing applications.

**e) Business Plan/Financial Implications:**

It is anticipated that the City will collect fewer cash in lieu contributions for future frontage improvements.


**f) Alternatives:**

To continue with the existing practice, dealing with each application on a case by case basis.



**CONCLUSION:**

This proposed Policy will provide clarity and consistency in the evaluation and administration for frontage improvements associated with single family residential building permits. It is recommended that the attached "Single Family Residential Building Permit Frontage Improvements Policy" be adopted.

  
\_\_\_\_\_  
Prepared by: Mike Canning, PEng  
Manager of Infrastructure Development

  
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Reviewed by: David Pollock, PEng.  
Municipal Engineer

  
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Approved by: Frank Quinn, MBA, PEng.  
General Manager Public Works & Development Services

  
\_\_\_\_\_  
Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer

**Attachments:**

(A) Single Family Residential Building Permit Frontage Improvements Policy

# POLICY MANUAL

<p><b>Title:</b>     <b>Single Family Residential Building Permit Frontage Improvements</b></p>	<p><b>Policy No :</b></p> <p><b>Supersedes:</b></p>
<p><b>Authority:</b>   <input type="checkbox"/> <b>Legislative</b>           <input type="checkbox"/> <b>Operational</b></p> <p><b>Approval:</b>   <input type="checkbox"/> <b>Council</b>               <input type="checkbox"/> <b>CMT</b></p> <p style="padding-left: 150px;"><input type="checkbox"/> <b>General Manager</b></p>	<p><b>Effective Date:</b></p> <hr/> <p><b>Review Date:</b></p>
<p><b>Policy Statement:</b></p> <p>Where the City of Maple Ridge (City) requires Frontage Improvements to be completed as a part of building permits, pursuant to Maple Ridge Subdivision and Development Servicing Bylaw No. 4800 – 1993, Frontage Improvements as a part of single family residential building permits will be required based on the following principles:</p> <ol style="list-style-type: none"> <li>1. Frontage Improvements will not be required if the road and utilities fronting the subject property are already constructed to the ultimate standard.</li> <li>2. Building permits for single family residential properties located outside of the City of Maple Ridge Urban Containment Boundary will not be required to provide Frontage Improvements unless they are otherwise required for servicing of the property such as a water connection, driveway, etc.</li> <li>3. Single family residential building permit applicants for properties located within the City of Maple Ridge Urban Containment Boundary are required to construct or pay cash in lieu for all Frontage Improvements if any of the three following conditions are met:             <ol style="list-style-type: none"> <li>a. A new dwelling unit is to be constructed</li> <li>b. A new house is to be constructed</li> <li>c. The existing house will be Substantially Reconstructed</li> </ol> </li> <li>4. All other single family residential building permit applicants will not require Frontage Improvements unless required for servicing of the property.</li> </ol>	
<p><b>Purpose:</b></p> <p>To outline the procedures for determining when construction or cash in lieu for Frontage Improvements are required as a condition of single family residential building permits.</p>	
<p><b>Definitions:</b></p> <ul style="list-style-type: none"> <li>• “Frontage Improvements” means required upgrades to the utilities or roadways fronting the property to bring them in line with current City standards.</li> <li>• “Substantially Reconstructed” means that the project is no longer considered a renovation by BC Housing and requires a new home registration form as a part of the building permit submission.</li> </ul>	

Key Areas of Responsibility	
Action to Take	Responsibility
City staff to identify if the property is within the City of Maple Ridge Urban Containment Boundary and if the scope of work proposed in the building permit meets the conditions for Frontage Improvements detailed in this policy.	Building Department
City staff to identify the scope of required Frontage Improvements associated with the building permit. Mandatory Frontage Improvements required for servicing the property will be identified regardless of scope of permit or property location.	Engineering Department
City staff to prepare a cost calculation for the Frontage Improvements associated with the building permit.	Engineering Department
Applicant to determine preference to either construct the Frontage Improvements or provide cash in lieu.	Applicant
City staff to record cash in lieu payments made for Frontage Improvements contribution in the City's property database and GIS system.	Engineering Department
Construction of Frontage Improvements if required to be included in building permit.	Building Department

1000 Bylaws

**CITY OF MAPLE RIDGE  
BYLAW NO. 7530-2019**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

---

**WHEREAS** Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

**AND WHEREAS** it is deemed expedient to amend Schedules "B" & "C" to the Official Community Plan;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7530-2019

2. Schedule "B" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 24 Section 28 Township 12 New Westminster District Plan 38973

and outlined in heavy black line on Map No. 993, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

3. Schedule "C" is hereby amended for that parcel or tract of land and premises known and described as:

Lot 24 Section 28 Township 12 New Westminster District Plan 38973

and outlined in heavy black line on Map No. 994, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding Conservation and Forest.

4. Maple Ridge Official Community Plan Bylaw No. 7060-2014 is hereby amended accordingly.

**READ** a first time the 12<sup>th</sup> day of February, 2019.

**READ** a second time the 12<sup>th</sup> day of February, 2019.

**PUBLIC HEARING** held the 19<sup>th</sup> day of March, 2019.

**READ** a third time the            day of            , 20

**ADOPTED**, the       day of            , 20 .

---

**PRESIDING MEMBER**

---

**CORPORATE OFFICER**





CITY OF MAPLE RIDGE

BYLAW NO. 7392-2017

A Bylaw to amend the text of Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended.

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7103 - 2014."
2. Section 601 ONE FAMILY AND TWO FAMILY RESIDENTIAL ZONES (R-1, R-2, R-3, RS-1, RS-1a, RS-1b, SRS, RS-1c, RS-1d, RS-2, RS-3, RT-1, RE, CD-1-93) Subsection C. REGULATION FOR THE SIZE, SHAPE AND SITING OF BUILDINGS AND STRUCTURES of Maple Ridge Zoning Bylaw No. 3510 - 1985 is amended by adding the following as item 19:

“(19) DENSITY BONUS REGULATIONS

- (a) A Density Bonus is permitted on the parcels or tracts of land and premises known and described as:

23585 128<sup>th</sup> Avenue Lot: 24, Section: 28, Township: 12, Plan: NWP38973  
provided that the owner dedicates park land for the purpose of tree preservation, exclusive of Environmentally Sensitive Area lands and park dedication required by Local Government Act Section 510 Provision of Park Land.

- (b) The base density is a minimum subdivision lot area of 4,000 m<sup>2</sup>, minimum subdivision lot width of 36 metres, and minimum subdivision lot depth of 60 metres. A Density Bonus is an option in the RS-2 zone as follows:

- (i) The owner must dedicate as park land at least 2922 m<sup>2</sup> in any subdivision containing one or more lots with an area of less than 4,000 m<sup>2</sup>, as a condition of subdivision approval by the Approving Officer, such area to be acceptable to the Approving Officer for the purpose of preserving mature trees on the parent parcel.

- (ii) The maximum density bonus is:

- A) Minimum lot area of 1,200 m<sup>2</sup>
- B) Minimum lot width of 24 m
- C) Minimum lot depth of 36 m

3. Zoning requirements for the RS-1c zone shall apply and supersede the zoning requirements for the RS-2 zone for any subdivision approved pursuant to this item 19.”



CORPORATE OFFICER

**CITY OF MAPLE RIDGE  
BYLAW NO. 7526-2018**

A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

---

**WHEREAS** Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

**AND WHEREAS** it is deemed expedient to amend Schedule "A" to the Official Community Plan;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7526-2018."
2. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, and Figure 3C - River Hamlet, are hereby amended for the parcel or tract of land and premises known and described as:

Lot 4 Section 28 Township 12 New Westminster Plan 24142 and Lot 38 Section 28  
Township 12 New Westminster Plan 40978

and outlined in heavy black line on Map No. 991, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

3. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 4 – Trails / Open Space is/are hereby amended for the parcel or tract of land and premises known and described as:

Lot 4 Section 28 Township 12 New Westminster Plan 24142 and Lot 38 Section 28  
Township 12 New Westminster Plan 40978

and outlined in heavy black line on Map No. 992, a copy of which is attached hereto and forms part of this bylaw, is hereby designated as shown.

4. Maple Ridge Official Community Plan Bylaw No. 7060-2014 as amended is hereby amended accordingly.

**READ** a first time the 26<sup>th</sup> day of February, 2019.

**READ** a second time the 26<sup>th</sup> day of February, 2019.

**PUBLIC HEARING** held the 19<sup>th</sup> day of March, 2019.

**READ** a third time the            day of            , 20

**ADOPTED**, the            day of            , 20 .

---

**PRESIDING MEMBER**

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**CORPORATE OFFICER**

**1002.1**



# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7526-2018

Map No. 991

Purpose: To Amend Figure 2 and Figure 3C of the Silver Valley Area Plan  
From: Conservation and Neighbourhood Park

To: Medium/High Density Residential



SCALE 1:2,500



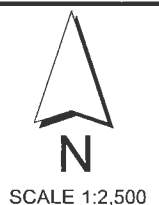
# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7526-2018

Map No. 992

Purpose: To Amend Figure 4 of the Silver Valley Area Plan as shown

-  To Remove from Conservation
-  To Remove from Neighbourhood Park



CITY OF MAPLE RIDGE

BYLAW NO. 7068-2014

A Bylaw to amend Map "A" forming part  
of Zoning Bylaw No. 3510 - 1985 as amended

---

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7068-2014."

2. Those parcels or tracts of land and premises known and described as:

Lot 4 Section 28 Township 12 New Westminster District Plan 24142

Lot 38 Section 28 Township 12 New Westminster District Plan 40978

and outlined in heavy black line on Map No. 1613 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-1 (Townhouse Residential) and P-1 (Park and School).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 8<sup>th</sup> day of April, 2014

READ a second time the 26<sup>th</sup> day of February, 2019.

PUBLIC HEARING held the 19<sup>th</sup> day of March, 2019.

READ a third time the            day of            , 20

ADOPTED, the            day of            , 20

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PRESIDING MEMBER

---

CORPORATE OFFICER





CITY OF MAPLE RIDGE  
BYLAW NO. 7525-2018

## A Bylaw to amend the Official Community Plan Bylaw No. 7060-2014

**WHEREAS** Section 477 of the Local Government Act provides that the Council may revise the Official Community Plan;

AND WHEREAS it is deemed expedient to amend Schedules "A" & "C" to the Official Community Plan;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. Schedule "A", Chapter 10.4 Town Centre Area Plan, Schedule 1: Town Centre Area Land-Use Designation Map is hereby amended for a portion of land described as:

Lot 1 District Lot 401 Group 1 New Westminster District Plan BCP24521

and outlined in heavy black line on Map No. 989, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated as shown from conservation to Low-Rise Apartment.

2. Schedule "C" is hereby amended for a portion of land and premises known and described as:

Lot 1 District Lot 401 Group 1 New Westminster District Plan BCP24521

and outlined in heavy black line on Map No. 990, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by removing Conservation.

3. Schedule "A" Chapter 10.4 Town Centre Area Plan, Section 3.3 Land Use Designations, Subsection 3-22 Low- Rise Apartment is amended by adding:

- a) Notwithstanding the above, a Low-Rise Apartment development be of a minimum of three (3) storeys and a maximum of six (6) storeys is only permitted for property located at Lot 1 District Lot 401 Group 1 New Westminster District Plan BCP24521.

4. Maple Ridge Official Community Plan Bylaw No.7060-2014 is hereby amended accordingly.

**READ** a first time the 26<sup>th</sup> day of February, 2019.

READ a second time the 26<sup>th</sup> day of February, 2019.

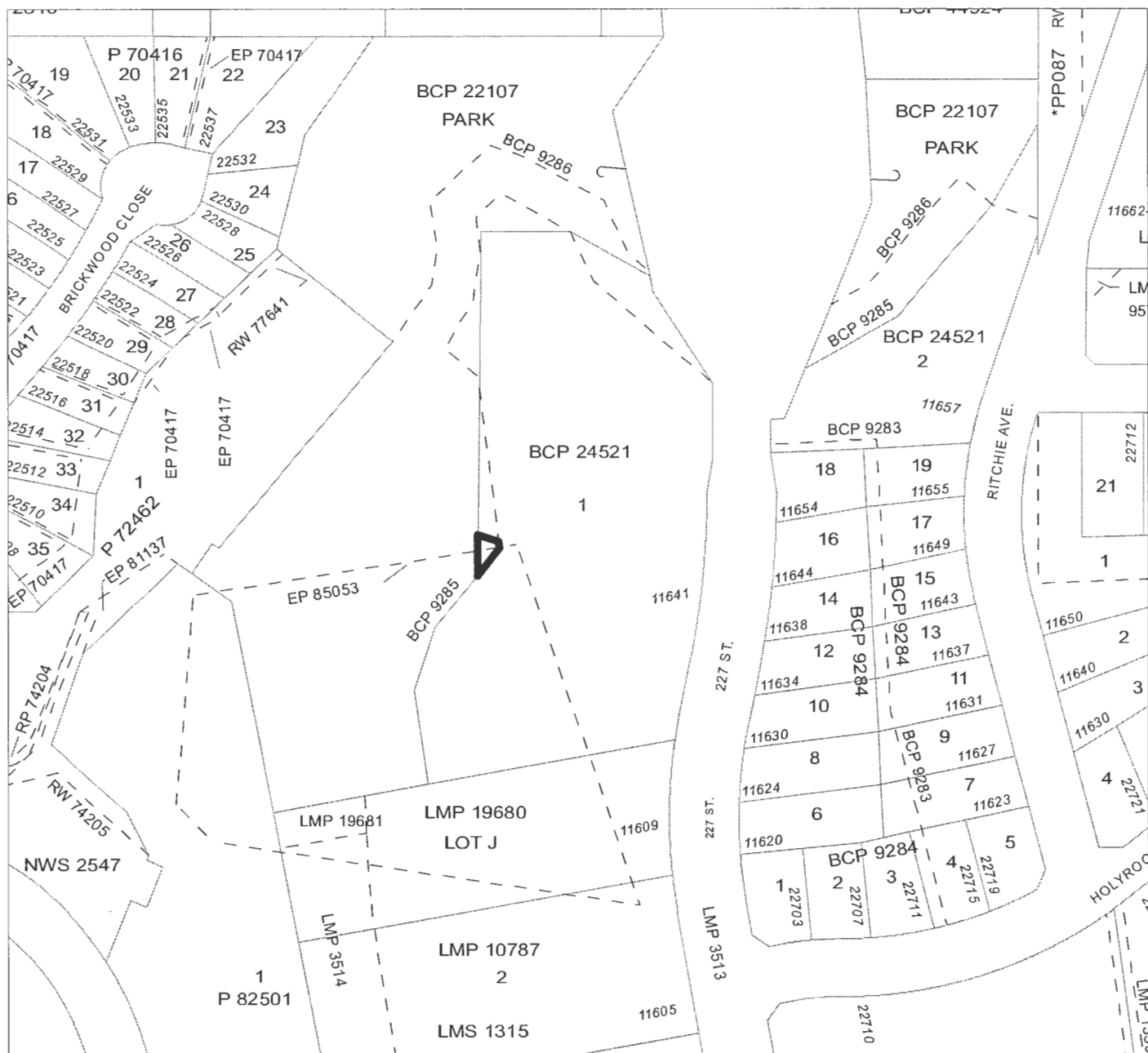
**PUBLIC HEARING** held the 19<sup>th</sup> day of March, 2019.

**READ** a third time the day of \_\_\_\_\_, 20\_\_.

ADOPTED the                      day of                      , 20 .

### PRESIDING MEMBER

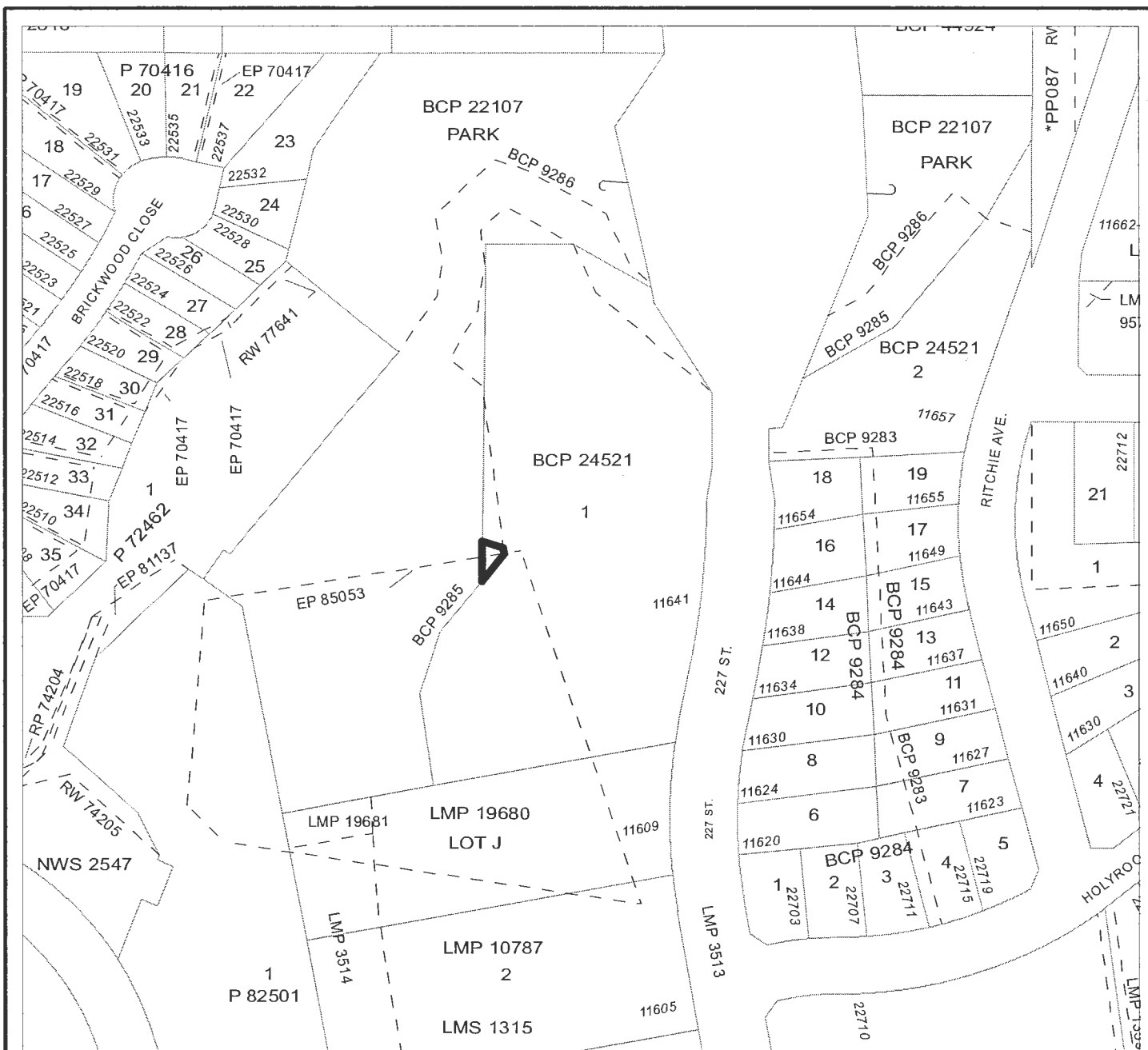
CORPORATE OFFICER



# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7525-2018  
Map No. 989  
Purpose: To Amend Town Centre Area Plan Schedule 1  
From: Conservation  
To: Low-Rise Apartment





# MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7525-2018

Map No. 990

Purpose: To Amend Schedule C as shown

 To Remove from Conservation



CITY OF MAPLE RIDGE  
BYLAW NO. 7401-2017

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

---

WHEREAS, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7401-2017."
2. That Part 6, Section 604, Medium Density Apartment Residential District (RM-2) be amended by inserting into Subsection 5 Density, after clause (f) the following new clause:
  - g) "The maximum floor space ratio shall be 1.8 times the lot area with the following exception: Lot 1, District Lot 401, Group 1, New Westminster District, Plan BCP24521:
    - i. An amount equal to 0.2 times the lot area may be added, not to exceed a maximum floor space ratio of 2.0 times the lot area.
3. That Part 6, Section 604, Subsection 7 Size of Buildings and Structures, be deleted in its entirety and replaced with the following:
  - "a) All apartment buildings shall not exceed 15 metres nor 4 storeys in height;
  - b) A Maximum height of 22.0 metres nor 6 storeys shall be permitted at 11641 – 227 Street (Phase One). Lot 1, District Lot 401, Group 1, New Westminster District, Plan BCP24521".
4. That parcel or tract of land and premises known and described as:

Lot 1 District Lot 401 Group 1 New Westminster District Plan BCP24521

and outlined in heavy black line on Map No. 1738 a copy of which is attached hereto and forms part of this Bylaw, is hereby rezoned to RM-2 (Medium Density Apartment Residential).
5. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

READ a first time the 16<sup>th</sup> day of January, 2018.

READ a second time the 26<sup>th</sup> day of February, 2019.

PUBLIC HEARING held the 19<sup>th</sup> day of March, 2019.

READ a third time the            day of            , 20

APPROVED by the Ministry of Transportation and Infrastructure this    day of            , 20

ADOPTED, the            day of            , 20

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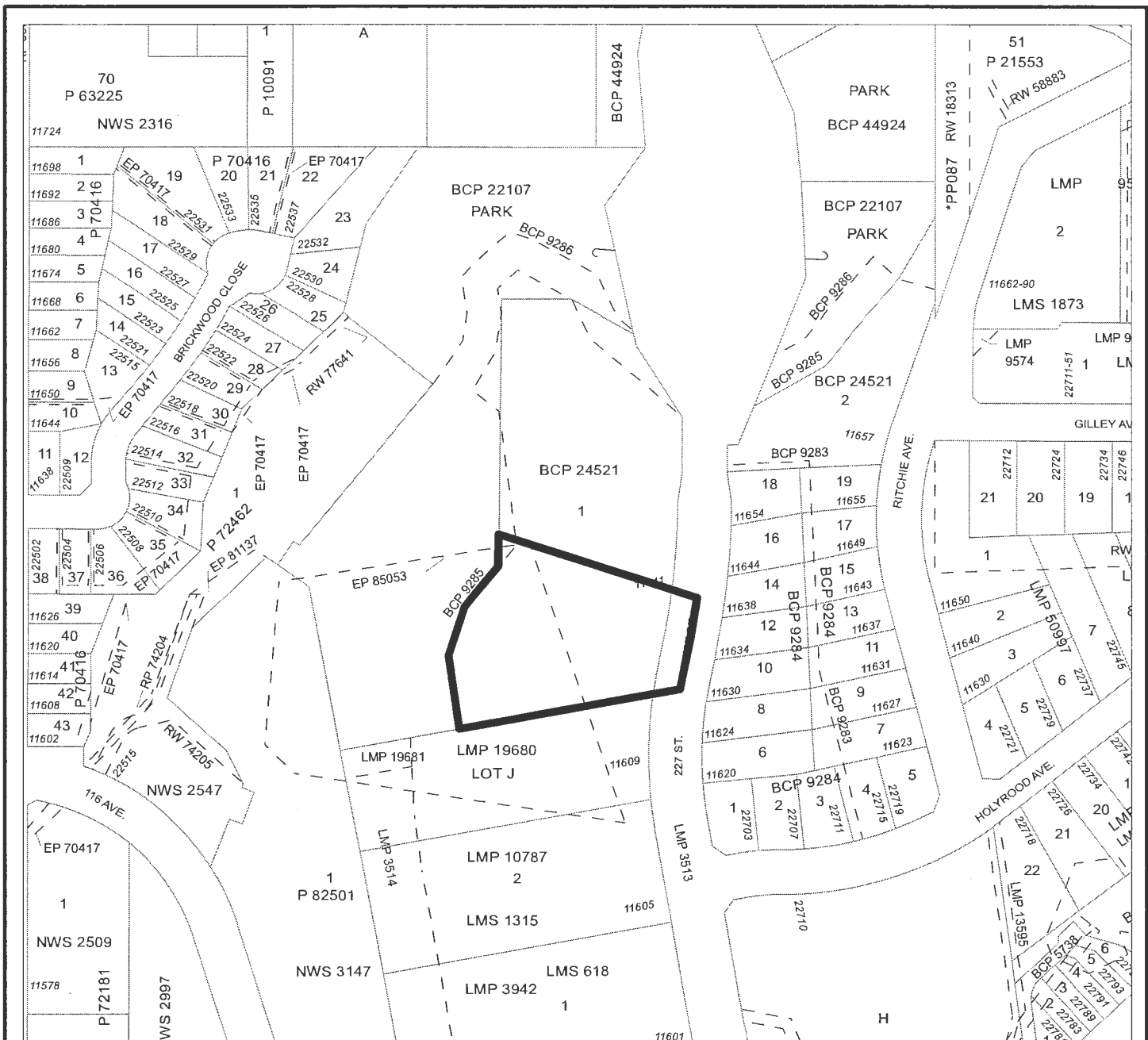
PRESIDING MEMBER

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CORPORATE OFFICER

**1003.2**





# MAPLE RIDGE ZONE AMENDING

Bylaw No. 7401-2017

Map No. 1738

From: RS-1 (One Family Urban Residential)

To: RM-2 (Medium Density Apartment Residential)



SCALE 1:2,500

## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Final Reading:  
Zone Amending Bylaw No. 7220-2016  
23729 Dewdney Trunk Road

**MEETING DATE:** April 9, 2019  
**FILE NO:** 2016-009-RZ  
**MEETING:** COUNCIL

---

### EXECUTIVE SUMMARY:

Bylaw No. 7220-2016 has been considered by Council and at Public Hearing and subsequently was granted Third Reading. The applicant has requested that Final Reading be granted. The purpose of the rezoning is to permit the construction of a 41 Unit Townhouse Development.

Council considered rezoning application 2016-009-RZ and granted first reading for Zone Amending Bylaw No. 7220-2016 on March 8, 2016. Council granted second reading for Zone Amending Bylaw No. 7220-2016 on February 28, 2017. This application was presented at Public Hearing on March 21, 2017, and Council granted third reading on April 11, 2017. An extension was granted on October 11, 2018.

### RECOMMENDATION:

**That Zone Amending Bylaw No. 7220-2016 be adopted.**

### DISCUSSION:

#### a) Background Context:

Council considered this rezoning application at a Public Hearing held on March 21, 2017. On April 12, 2018 Council granted Third Reading to Zone Amending Bylaw No. 7220-2016 with the stipulation that the following conditions be addressed:

1. Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;  
*This work has been completed and securities have been received.*
2. Road dedication on Dewdney Trunk Road and for the proposed lane as required;  
*This work has been completed along with the registration of a new legal plan.*
3. Registration of a Restrictive Covenant for the Geotechnical Report;  
*This requirement has been met.*
4. Registration of a Restrictive Covenant for protecting the Visitor Parking;  
*This requirement has been met.*

5. Registration of a Restrictive Covenant for Stormwater Management;  
*This requirement has been met.*
6. That a voluntary contribution, in the amount of \$168,100.00 (\$4100.00 per dwelling unit) be provided in keeping with the Council Policy with regard to Community Amenity Contributions.  
*This requirement has been met.*

**CONCLUSION:**

As the applicant has met Council's conditions, it is recommended that Final Reading be given to Zone Amending Bylaw No. 7220-2016.

"Original signed by Diana Hall"

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**Prepared by: Diana Hall, MA, MCIP, RPP**  
**Planner 2**

"Original signed by Christine Carter"

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**Reviewed by: Christine Carter, M.PL, MCIP, RPP**  
**Director of Planning**

"Original signed by Frank Quinn"

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**Approved by: Frank Quinn, MBA, P. Eng**  
**GM Public Works & Development Services**

"Original signed by Kelly Swift"

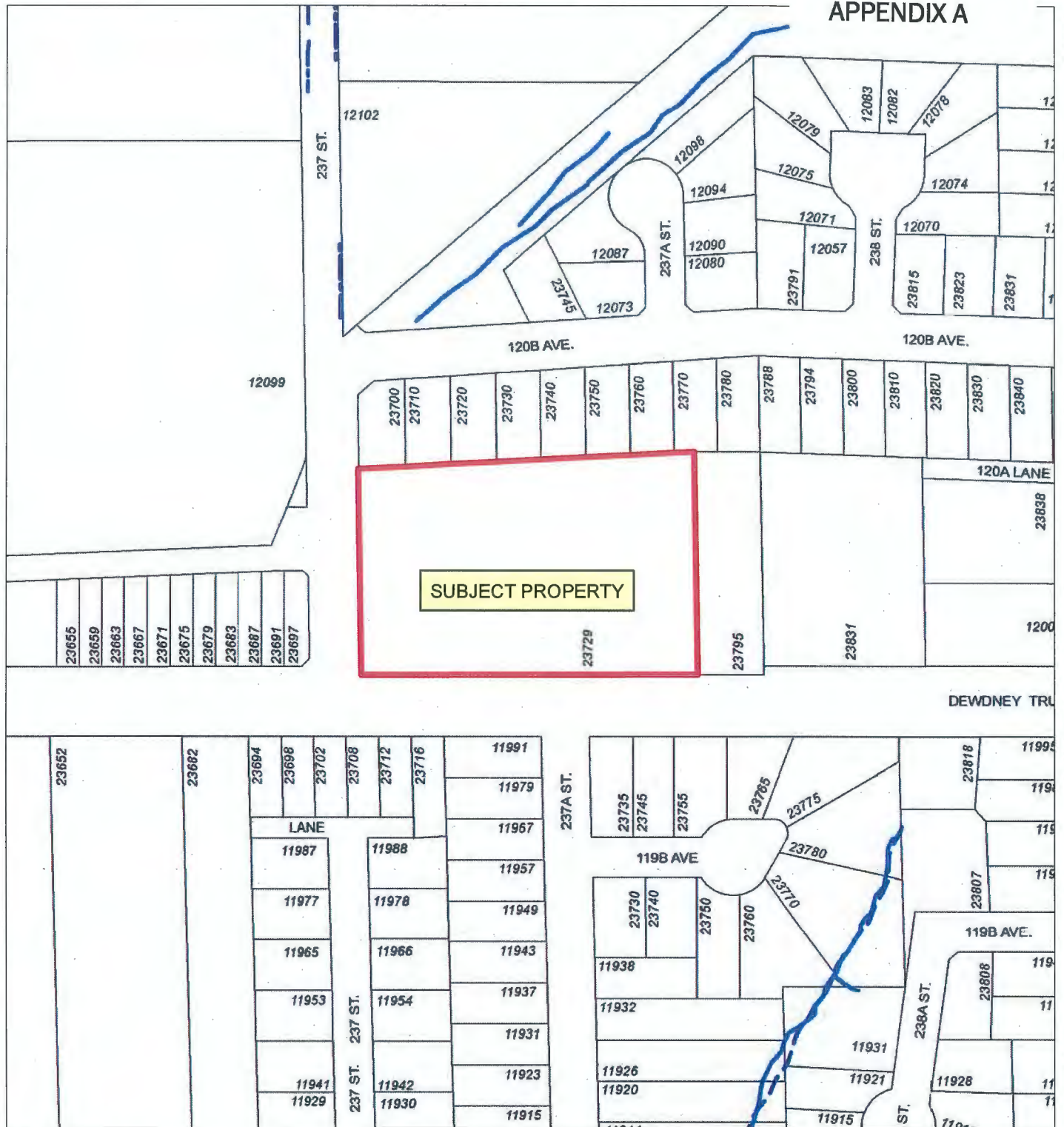
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**Concurrence: Kelly Swift, MBA**  
**Acting Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map  
Appendix B – Bylaw No. 7220-2016  
Appendix C – Proposed Site Plan

# APPENDIX A



SUBJECT PROPERTY



Scale: 1:2,000

## Legend

- Stream
- Ditch Centreline
- Indefinite Creek

23729 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2016-009-RZ

DATE: Jan 22, 2016

BY: PC

CITY OF MAPLE RIDGE

BYLAW NO. 7220-2016

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

---

**WHEREAS**, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7220-2016."
2. That parcel or tract of land and premises known and described as:

Parcel "2" of Parcel "A" (Explanatory Plan 1734) of the South East Quarter  
Section 21 Township 12 EXCEPT: FIRSTLY: Parcel "One" (Explanatory Plan 17000);  
SECONDLY: Part subdivided by Plan LMP 36965; New Westminster District

and outlined in heavy black line on Map No. 1662 a copy of which is attached hereto  
and forms part of this Bylaw, is hereby rezoned to RM-1 (Townhouse Residential).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

**READ** a first time the 8th day of March, 2016.

**READ** a second time the 28th day of February, 2017.

**PUBLIC HEARING** held the 21st day of March, 2017.

**READ** a third time the 11th day of April, 2017.

**ADOPTED**, the       day of       , 20

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PRESIDING MEMBER

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CORPORATE OFFICER







City of Maple Ridge

Maple Ridge Business Licencing and Regulation Amending No. 7529-2019

A bylaw to amend Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011

WHEREAS the Council of The City of Maple Ridge deems it expedient to amend Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011;

NOW THEREFORE, the Council of the City of Maple Ridge enacts as follows:

1. This bylaw may be cited as Maple Ridge Business Licencing and Regulation Amending No. 7529-2019.
2. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in Schedule A by adding the following new section 11 and re-numbering all subsequent categories accordingly.

**11. CANNABIS SERVICES**

Category	Licence Fee
a. Cannabis Retail	\$5000.00
b. Cannabis Production	\$5000.00
c. Provincial Cannabis Application Review	\$ 500.00

3. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by adding the following under 7.7 Cannabis

7.7.2 All provincial applications submitted to the City of Maple Ridge are subject to an application review.

4. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in Schedule A by removing k. Cannabis from 41. RETAIL.
5. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in Schedule A, 12. CLOTHING & LAUNDRY SERVICE by amending the fee for category d. Laundromat to read \$110.00.
6. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in Schedule A, 24. FOOD & BEVERAGE SERVICES by adding the following under c. Liquor Primary Licence Establishment, under the phrase "For each additional occupant":

Provincial Application Review	\$500.00
-------------------------------	----------

7. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended under Part 7 Specific Regulations, 7.16 Licensed Premises and U-Brews, by adding:

7.16.2 All Licensed Premises shall not be open later than 2:00 am on New Year's Eve.

8. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by adding the following under **6.6 Licence Renewal**

6.6.2 The Licence renewal fee shown on the Licence renewal statement is due and payable in full by December 31 the preceding year or a late payment fee of \$25 shall be applied.

9. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by updating the table of contents to reflect the current page numbers.

READ A FIRST TIME this 12<sup>th</sup> day of March, 2019.

READ A SECOND TIME this 12<sup>th</sup> day of March, 2019.

READ A THIRD TIME this 12<sup>th</sup> day of March, 2019.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2019.

---

PRESIDING MEMBER

---

CORPORATE OFFICER

1100 *Committee Reports and Recommendations*



**City of Maple Ridge**

**TO:** His Worship Mayor Michael Morden  
and Members of Council

**FROM:** Chief Administrative Officer

**SUBJECT:** First Reading  
Zone Amending Bylaw No. 7539-2019  
11839 267 Street & 11795 267 Street

**MEETING DATE:** April 2, 2019  
**FILE NO:** 2019-055-RZ  
**MEETING:** C o W

---

**EXECUTIVE SUMMARY:**

An application has been received to rezone the subject property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to create a 16 lot subdivision with parcel sizes ranging from 4000 square metres (1 acre) to 4,489 square metres (1.1 acres).

The proposed RS-2 Zoning aligns with the Suburban Residential designation, but has been discussed extensively by Council. Previous Councils have expressed concern about allowing residential development outside of the Urban Area Boundary and have previously denied applications for this purpose. On September 5, 2017, Council reaffirmed the Suburban Residential designation with the following resolution:

*That no changes be made to the current policies in the Official Community Plan for Estate Suburban Residential and Suburban Residential Land Use Designations, as discussed in the Council report dated September 5, 2017.*

On this basis, this proposal remains consistent with the Official Community Plan. To proceed further with this application additional information is required as outlined below.

Pursuant to Council resolution, this application is subject to the Community Amenity Contribution Program.

**RECOMMENDATIONS:**

In respect of Section 475 of the *Local Government Act*, requirement for consultation during the development or amendment of an Official Community Plan, Council must consider whether consultation is required with specifically:

- i. The Board of the Regional District in which the area covered by the plan is located, in the case of a Municipal Official Community Plan;
- ii. The Board of any Regional District that is adjacent to the area covered by the plan;
- iii. The Council of any municipality that is adjacent to the area covered by the plan;
- iv. First Nations;
- v. Boards of Education, Greater Boards and Improvements District Boards; and
- vi. The Provincial and Federal Governments and their agencies.

and in that regard it is recommended that no additional consultation be required in respect of this matter beyond the early posting of the proposed Official Community Plan amendments on the City's website, together with an invitation to the public to comment, and;

That Zone Amending Bylaw No. 7539-2019 be given first reading; and

That the applicant provide further information as described on Schedules (A, B, D, F, & G) of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

#### **DISCUSSION:**

##### **a) Background Context:**

Applicant: Aplin & Martin Consultants David Laird

Legal Description: Lot: 2, Section: 18, Township: 15, Plan: NWP7439  
Lot: 4, Section: 18, Township: 15, Plan: NWP5612

##### **OCP:**

Existing: Suburban Residential  
Proposed: Suburban Residential

##### **Zoning:**

Existing: RS-3 (One Family Rural Residential)  
Proposed: RS-2 (One Family Suburban Residential)

##### **Surrounding Uses:**

North:	Use:	Rural Residential
	Zone:	RS-3 One Family Rural Residential
	Designation:	Suburban Residential
South:	Use:	Park (Kanaka Creek Regional Park)
	Zone:	RS-3 One Family Rural Residential
	Designation:	Park
East:	Use:	2 parcels, rural residential
	Zone:	RS-3 One Family Rural Residential
	Designation:	Suburban Residential
West:	Use:	2 parcels, 1 vacant, 1 rural residential
	Zone:	RS-3 One Family Rural Residential
	Designation:	Agricultural and Suburban Residential

Existing Use of Properties: Rural Residential:  
Proposed Use of Property: Suburban Residential  
Site Area: 7.080 HA. HA (17.3 acres)  
Access: 267 Street  
Servicing requirement: Suburban Standard

##### **b) Site Characteristics:**

The subject properties are designated Suburban Residential. The Southwest boundary of the site is adjacent to the Agricultural Land Reserve, and Kanaka Creek Regional Park intersects at the

Southeast corner. A watercourse traverses the site along its eastern edge and the north portion of its western edge. The site is also within the vicinity of the Whonnock Aquifer.

This rezoning application is in support of a 16 lot subdivision of RS-2 One Family Suburban Residential parcels. Each of the two subject properties has an existing house, and both dwellings are proposed to be retained with this proposal. The proposed road layout for this development will enable the development potential for adjacent properties that are also designated Suburban Residential. This development proposal is consistent with the Suburban Residential land use designation of the subject property.

At this time the current application has been assessed to determine its compliance with the Official Community Plan (OCP) and provide a land use assessment only. Detailed review and comments will need to be made once full application packages have been received. A more detailed analysis and a further report will be required prior to Second Reading. Such assessment may impact proposed lot boundaries and yields, OCP designations and Bylaw particulars, and may require application for further development permits.

**c) Planning Analysis:**

**Official Community Plan:**

The development site is designated Suburban Residential and this proposal for rezoning to RS-2 Suburban Residential is consistent with its designation. However, portions of the site will need to be designated as conservation for watercourse and natural features protection purposes, therefore triggering the need for an amendment to the Official Community Plan. Due to the proximity of the site to the Agricultural Land Reserve, to watercourses (which are protected through a development permit), to the Kanaka Creek Regional Plan, and the Whonnock Aquifer, additional policies within the Official Community Plan are pertinent to this application and could impact its developable area. These policies are described below.

**Agricultural Land Reserve.** As the southern property is adjacent to the Agricultural Land Reserve at its west property line, the Agricultural policies of the Official Community Plan are pertinent, in particular Policy 6-12 b) and c), as follows:

Maple Ridge will protect the productivity of its agricultural land by:

- a) requiring agricultural impact assessments (AIAs) and Groundwater Impact Assessment of non-farm development and infrastructure projects and identifying measures to off-set impacts on agricultural capability;*
- b) preserving larger farm units and areas by using appropriate buffers such as roads, topographic features, watercourses, ditching, fencing, or gradually reduced residential densities on properties adjacent to agricultural land.*

As outlined in the Official Community Plan, an agricultural impact assessment and a groundwater impact assessment will be required as a condition of Final Reading for this application.

**Kanaka Creek Regional Park.** Policy 5-7 of the Official Community Plan recognizes the role of senior agencies in managing the City's natural resources, as follows:

*Maple Ridge will work in co-operation with Regional, Provincial, and Federal authorities and plans that contribute to the management and protection of the*

*District's natural features, and many include but are not limited to the Blue Mountain Provincial Forest Recreation Management Strategy, Blaney Bog Regional Park, the Kanaka Creek Regional Park Management Plan, and the policies and regulations of the Agricultural Land Commission.*

In order to meet this objective, this development application will be referred to the parks planning section of Metro Vancouver prior to Second Reading.

**Whonnock Aquifer.** Aquifers fall under the jurisdiction of the Province of BC which identifies the subject site as part of a Provincial designated vulnerable aquifer. The Province has recently updated their information on aquifers and is the most current information source for Provincial aquifer mapping.

In Section 5.4 "Water Resources" of the City's Official Community Plan (OCP), the City recognizes the importance of groundwater as a significant source of drinking water in non-urban areas. A range of policies are included in this section that promote the protection, maintenance, and restoration of groundwater quality. In particular, Policy Policy 5-37 is pertinent, as follows:

*Maple Ridge will require an evaluation of groundwater flows, conducted by a qualified environmental professional, for new development that is adjacent to areas reliant on well water. Development proposals that cannot ensure adequate groundwater flows, sufficient water quality or mitigate potential impacts to existing and surrounding well water systems will not be supported.*

**Zoning Bylaw:**

The current application proposes to rezone the properties located at 11839 267 Street and 11795 267 Street from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit a 16 lot subdivision. The minimum lot size for the current RS-3 zone is 0.8 hectares (with community water), and the minimum lot size for the proposed RS-2 (One Family Suburban Residential) zone is 0.4 hectares. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

**Community Amenity Contribution Program:**

On March 14, 2016, Council endorsed the Community Amenity Contribution Program (Policy 6.31). This program is geared towards securing funding to meet community needs and objectives that would not typically be provided for by private sector interests. Certain exemptions have been established, but the program sets contributions rates that are applied as a condition of zoning. This development will be subject to the Policy. For single family developments, the contribution rate is \$5100 per single family lot created.

**Development Permits:**

Pursuant to Section 8.9 of the OCP, a Watercourse Protection Development Permit application is required for all developments and building permits within 50 metres of the top of bank of all watercourses and wetlands. The purpose of the Watercourse Protection Development Permit is to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

Pursuant to Section 8.10 of the OCP, a Natural Features Development Permit application is required for all development and subdivision activity or building permits for:

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”, or on Figures 2, 3 and 4 in the Silver Valley Area Plan;
- All lands with an average natural slope of greater than 15 %;
- All floodplain areas and forest lands identified on Natural Features Schedule “C”

to ensure the preservation, protection, restoration and enhancement of the natural environment and for development that is protected from hazardous conditions.

**Development Information Meeting:**

In accordance with Council Policy 6.20, a Development Information Meeting is required for this application as more than 5 dwelling units are proposed .

**d) Interdepartmental Implications:**

In order to advance the current application, after First Reading, comments and input, will be sought from the various internal departments and external agencies listed below:

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) Fisheries & Oceans Canada;
- g) Ministry of Environment; and
- h) Canada Post.
- i) Metro Vancouver Regional Parks Division.

The above list is intended to be indicative only and it may become necessary, as the application progresses, to liaise with agencies and/or departments not listed above.

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between First and Second Reading. It should be noted, however, that the subject properties will be served by on-site septic disposal as well as community water. A qualified professional will be required to assess the capacity of the site for septic disposal.

**e) Early and Ongoing Consultation:**

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment. In addition, a public hearing will be required after this application has received second reading.



**f) Development Applications:**

In order for this application to proceed the following information must be provided, as required by Development Procedures Bylaw No. 5879-1999 as amended:

1. An OCP Application (Schedule A);
2. A complete Rezoning Application (Schedule B or Schedule C);
3. A Watercourse Protection Development Permit Application (Schedule F);
4. A Natural Features Development Permit Application (Schedule G); and
5. A Subdivision Application.

The above list is intended to be indicative only, other applications may be necessary as the assessment of the proposal progresses.

**CONCLUSION:**

The development proposal is in compliance with the OCP, therefore, it is recommended that Council grant first reading subject to additional information being provided and assessed prior to Second Reading.

The proposed layout has not been reviewed in relation to the relevant bylaws and regulations governing subdivision applications. Any subdivision layout provided is strictly preliminary and must be approved by the City of Maple Ridge's Approving Officer.

"Original signed by Chuck Goddard" for

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**Prepared by: Diana Hall, M.A, MCIP, RPP  
Planner 2**

"Original signed by Christine Carter"

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**Reviewed by: Christine Carter, M.PL, MCIP, RPP  
Director of Planning**

"Original signed by Frank Quinn"

---

**Approved by: Frank Quinn, MBA, P. Eng  
GM Public Works & Development Services**

"Original signed by Kelly Swift"

---

**Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer**

The following appendices are attached hereto:

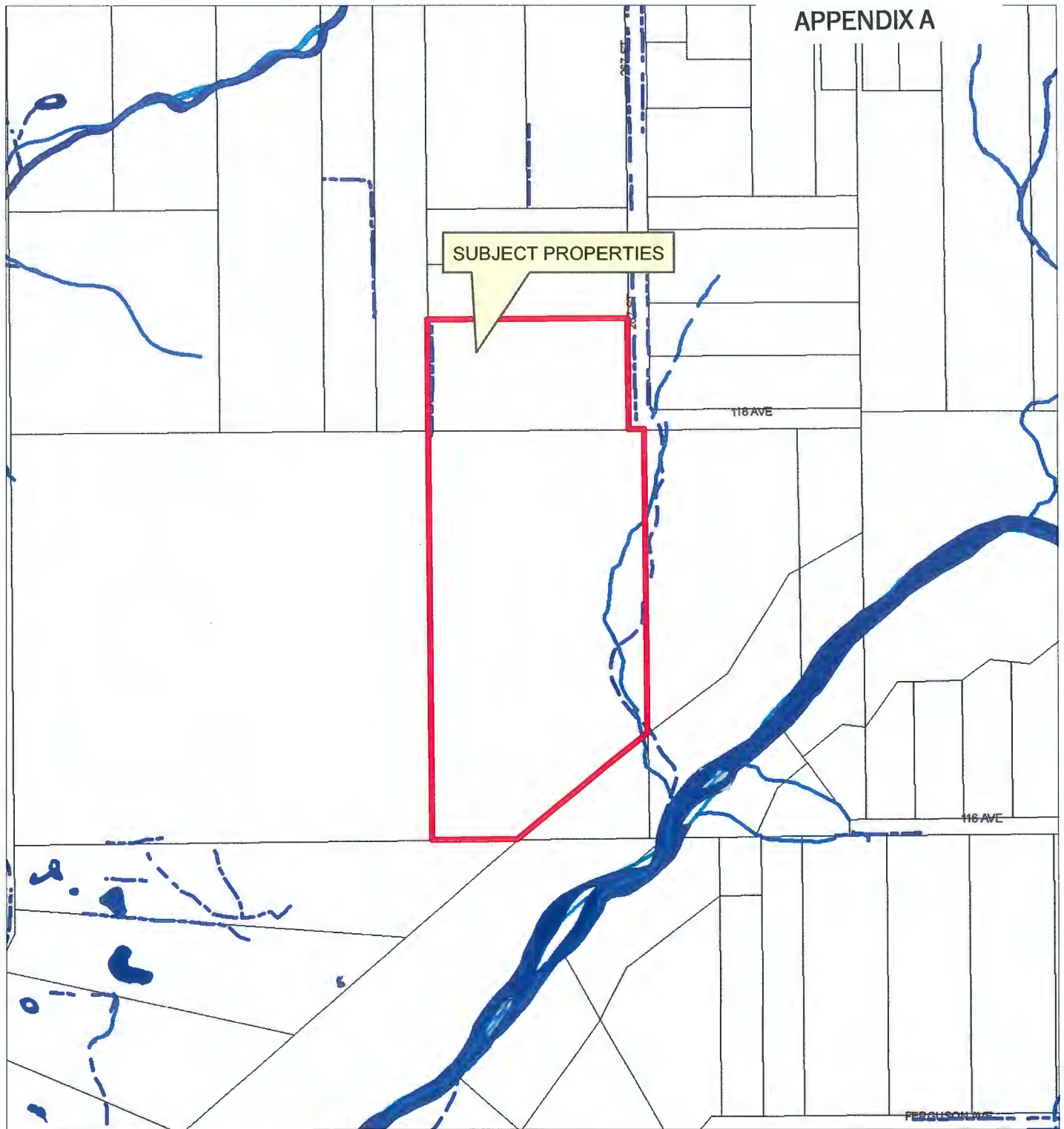
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7539-2019

Appendix D – Proposed Site Plan

# APPENDIX A



## Legend

-  Stream
-  Ditch Centreline
-  Edge of River
-  Indefinite Creek
-  Lake or Reservoir
-  River
-  Major Rivers & Lakes

11795 267 St, PID 007-976-640  
11839 267 St, PID 011-231-386

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2019-055-RZ

DATE: Feb 14, 2019

BY: MC

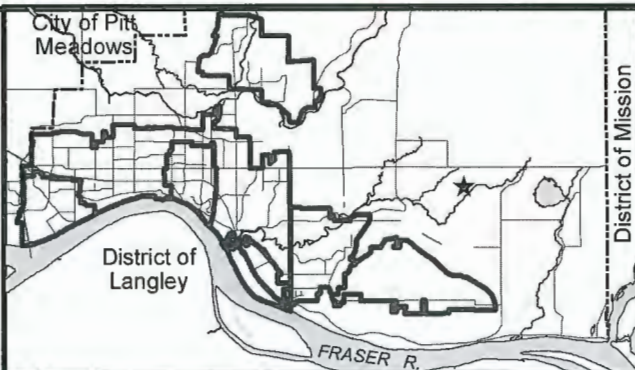


Scale: 1:5,000





Scale: 1:5,000



11795 267 St, PID 007-976-640  
11839 267 St, PID 011-231-386

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2019-055-RZ

DATE: Feb 14, 2019

BY: MC

## APPENDIX C

**CITY OF MAPLE RIDGE  
BYLAW NO. 7539-2019**

A Bylaw to amend Map "A" forming part of Zoning Bylaw No. 3510 - 1985 as amended

**WHEREAS**, it is deemed expedient to amend Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This Bylaw may be cited as "Maple Ridge Zone Amending Bylaw No. 7539-2019."

2. Those parcel (s) or tract (s) of land and premises known and described as:

Lot 2 Section 18 Township 15 New Westminster District Plan 7439;

Lot 4 Except: Parcel A (Statutory Right of Way Plan LMP50235) Section 18 Township 15  
New Westminster District Plan 5612

and outlined in heavy black line on Map No. 1793 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RS-2 (One Family Suburban Residential).

3. Maple Ridge Zoning Bylaw No. 3510 - 1985 as amended and Map "A" attached thereto are hereby amended accordingly.

**READ** a first time the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**READ** a second time the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**PUBLIC HEARING** held the      day of      , 20

**READ** a third time the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

ADOPTED, the            day of            , 20

**PRESIDING MEMBER**

CORPORATE OFFICER







# APPENDIX D

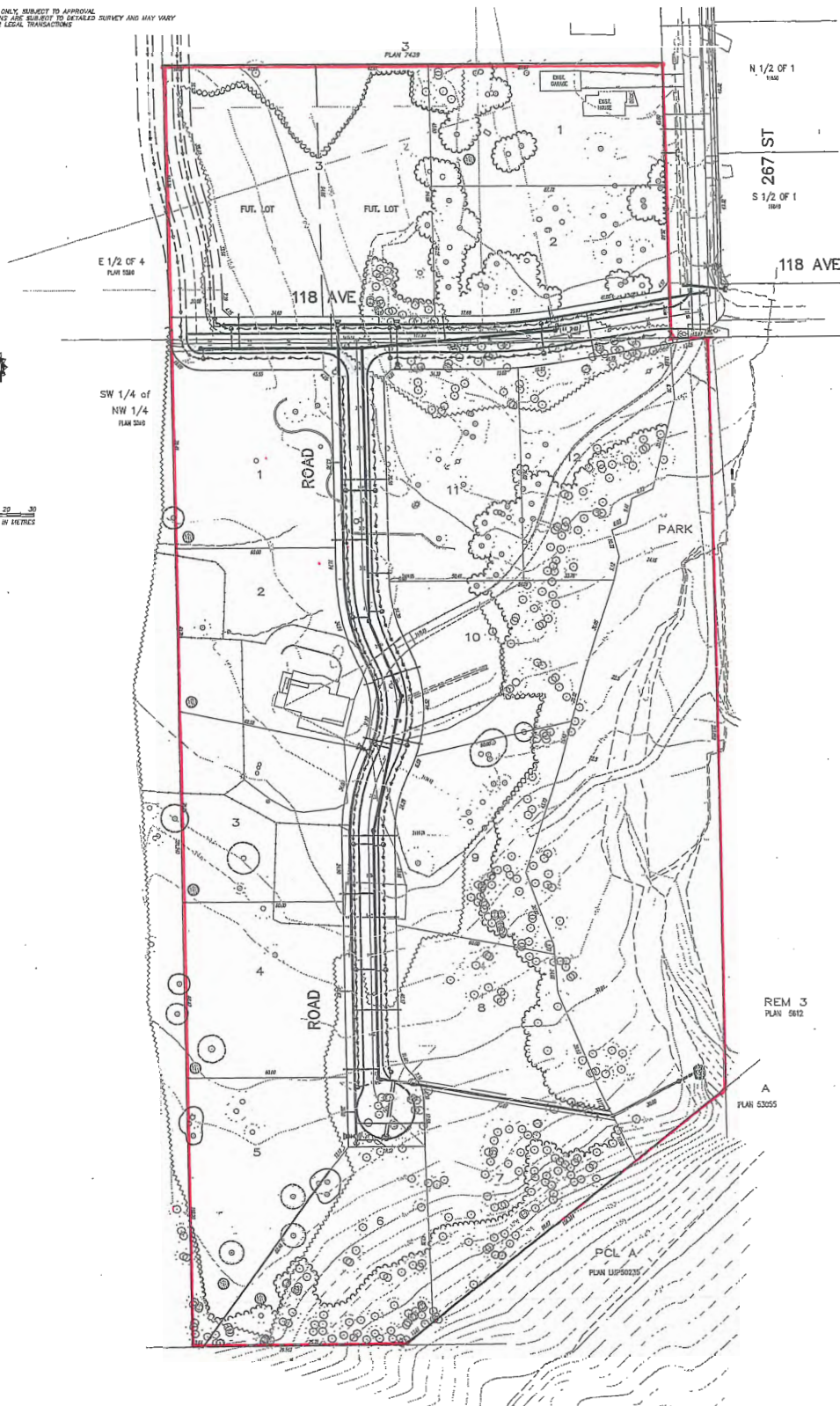
PROPOSED SUBDIVISION OF LOT 4 EXCEPT<sup>TM</sup> PARCEL A (STATUTORY  
RIGHT OF WAY PLAN LMP50235) PLAN 5612 AND  
LOT 2 PLAN 7439  
ALL OF SECTION 18 TOWNSHIP 15 NEW WESTMINSTER DISTRICT

**OWNER ADDRESS:**  
11789 267A Street, Maple Ridge, B.C.  
P.O. 207-979-640  
11829 267B Street, Maple Ridge, B.C.  
P.O. 207-979-640

ALL LOTS COMPLY WITH RS-2  
- MINIMUM AREA: 0.40HA (4000 Sq.m.)  
- MINIMUM LOT WIDTH: 36.0m  
- MINIMUM LOT DEPTH: 60.0m  
\*\* LOT 9 WILL REQUIRE A D.V.P. MIN DEPTH 52.35m

## NOTES

- PRELIMINARY LAYOUT ONLY, SUBJECT TO APPROVAL
- AREAS AND DIMENSIONS ARE SUBJECT TO DETAILED SURVEY AND MAY VARY
- NOT TO BE USED FOR LEGAL TRANSACTIONS



**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Development Variance Permit  
12621 Ansell Street

**MEETING DATE:** April 2, 2019  
**FILE NO:** 2019-048-DVP  
**MEETING:** C o W

**EXECUTIVE SUMMARY:**

Development Variance Permit application 2019-048-DVP has been received in conjunction with a Building Permit application to permit a new Single Family dwelling. The requested variance is to vary the required road carriageway width on Ansell Street and 126 Avenue from 7m (23.0 ft.) to the existing 6m (19.7 ft.). It is recommended that Development Variance Permit 2019-048-DVP be approved.

**RECOMMENDATION:**

**That the Corporate Officer be authorized to sign and seal 2019-048-DVP respecting property located at 12621 Ansell Street.**

**DISCUSSION:**

**a) Background Context**

Applicant:	K. Loewen, Ridge Dream Homes
Legal Description:	Lot 2, Section 22, Township 12, New Westminster District Plan 72087
OCP :	
Existing:	Estate Suburban Residential
Proposed:	Estate Suburban Residential
Zoning:	
Existing:	RS-2 (One Family Suburban Residential)
Proposed:	RS-2 (One Family Suburban Residential)
Surrounding Uses:	
North:	Use: Single Family Residential
	Zone: RS-2 (One Family Suburban Residential)
	Designation: Estate Suburban Residential
South:	Use: Single Family Residential
	Zone: RS-2 (One Family Suburban Residential)
	Designation: Estate Suburban Residential
East:	Use: Single Family Residential
	Zone: RS-2 (One Family Suburban Residential)
	Designation: Estate Suburban Residential

West:	Use:	Single Family Residential
	Zone:	RS-2 (One Family Suburban Residential)
	Designation:	Estate Suburban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Single Family Residential
Lot Size:		0.4 ha (1 acre)
Access:		126 Avenue
Servicing:		Rural Standard

**b) Project Description:**

The subject property, located at 12621 Ansell Street, is located on the north-west corner of the intersection of Ansell Street and 126 Avenue. The property slopes slightly to the west, and is surrounded by single family residential lots (see Appendices A and B).

**c) Requested Variance:**

1. *Subdivision and Development Services Bylaw No. 4800 – 1993, City of Maple Ridge Design and Construction Documents – Part 4: Supplementary Standard Detail Drawings:*  
To reduce the minimum road carriageway for a rural local road from 7m (23.0 ft.) to the existing 6m (19.7 ft.) along Ansell Street and 126 Avenue.

**d) Planning Analysis:**

The *Maple Ridge Zoning Bylaw No. 3510 – 1985* establishes general minimum and maximum regulations for single family development. The *Subdivision and Development Services Bylaw No. 4800-1993* establishes regulations and servicing standards that must be achieved or varied in order to subdivide and develop land within the City of Maple Ridge. A Development Variance Permit allows Council some flexibility in the approval process.

The applicant is proposing to vary the minimum road carriageway width from 7m (23.0 ft.) to 6m (19.7 ft.), to keep it as it is currently constructed along Ansell Street and 126 Avenue (see Appendix B). The existing asphalt widths are adequate for the traffic volumes for this area.

**e) Interdepartmental Implications:**

The Engineering Department supports the variance as the existing asphalt widths are adequate for the traffic volumes for this area. The secondary access off of Ansell Street will need to be removed. The 126 Avenue access is proposed to remain and this is acceptable.

**CONCLUSION:**

The proposed variance is supportable as the existing asphalt widths are adequate for the traffic volumes for this area.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2019-048-DVP.

"Original signed by Michelle Baski"

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*Prepared by:* **Michelle Baski, ASCT, MA**  
**Planner**

"Original signed by Christine Carter"

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*Reviewed by:* **Christine Carter, M.PL, MCIP, RPP**  
**Director of Planning**

"Original signed by Frank Quinn"

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*Approved by:* **Frank Quinn, MBA, P.Eng**  
**GM Public Works & Development Services**

"Original signed by Kelly Swift"

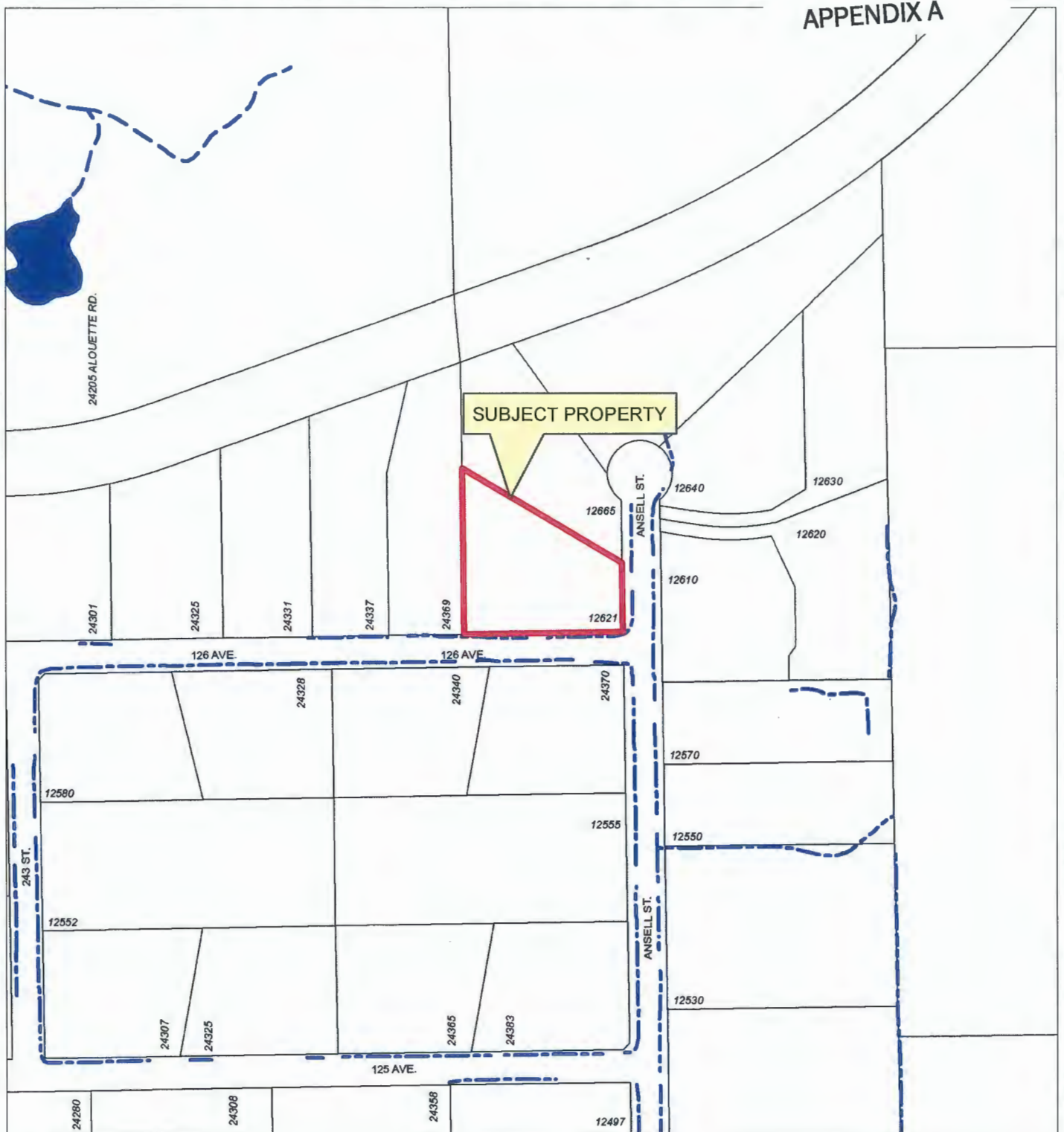
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*Concurrence:* **Kelly Swift, MBA**  
**Acting Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map Showing Existing Road Width



Scale: 1:2,500

### Legend

- Ditch Centreline
- Indefinite Creek
- Lake or Reservoir

12621 ANSELL STREET

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2018-048-VP

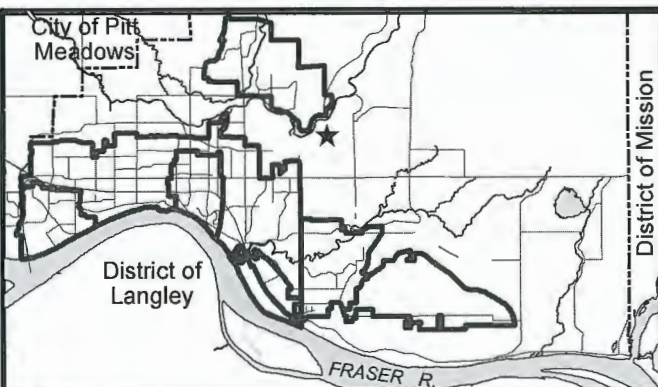
DATE: Feb 6, 2019

BY: PC





Scale: 1:2,500



12621 ANSELL STREET

PLANNING DEPARTMENT



MAPLE RIDGE  
British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2018-048-VP  
DATE: Feb 6, 2019

BY: PC

**City of Maple Ridge**

<b>TO:</b>	His Worship Mayor Michael Morden and Members of Council	<b>MEETING DATE:</b>	April 2, 2019
<b>FROM:</b>	Chief Administrative Officer	<b>FILE NO:</b>	2016-009-DP
		<b>MEETING:</b>	C o W
<b>SUBJECT:</b>	Development Permit 23729 Dewdney Trunk Road		

---

**EXECUTIVE SUMMARY:**

This development permit application is in support of a 41 unit townhouse development on a 1.0 ha (10,000m<sup>2</sup>, 2.5 acre) site located at 23729 Dewdney Trunk Road. In support of this use, the subject property is concurrently being rezoned from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential).

Council considered rezoning application 2016-009-RZ and granted first reading for Zone Amending Bylaw No. 7220-2016 on March 8, 2016. Council granted second reading for Zone Amending Bylaw No.7220-2016 on February 28, 2017. This application was presented at Public Hearing on March 21, 2017, and Council granted third reading on April 11, 2017. An extension was granted on October 11, 2018. Council will be considering final reading for rezoning application 2016-009-RZ on April 9, 2019.

**RECOMMENDATION:**

That the Corporate Officer be authorized to sign and seal 2016-009-DP respecting property located at 23729 Dewdney Trunk Road.

**DISCUSSION:**

**a) Background Context:**

Applicant: Focus Architecture Inc.

Legal Description: Section: 21, Township: 12

**OCP :**

Existing:	Urban Residential
Proposed:	Urban Residential

**Zoning:**

Existing:	RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential)

**OCP:**

Existing:	Urban Residential
-----------	-------------------

**Zoning:**

Existing:	RS-3 (One Family Rural Residential)
Proposed:	RM-1 (Townhouse Residential)



#### Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential)
	Designation:	Urban Residential
South:	Use:	Single Family Residential
	Zone:	RS-1b (One Family Urban (Medium Density) Residential), CD-1-93 (Amenity Residential District)
	Designation:	Urban Residential
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Urban Residential
West:	Use:	Single Family Residential, Multi-Family Residential
	Zone:	R-3 (Special Amenity Residential District), RM-1 (Townhouse Residential)
	Designation:	Urban Residential
Existing Use of Property:		Single Family Residential
Proposed Use of Property:		Multi-Family Residential
Site Area:		1.0 ha (2.5 acres)
Access:		237 Street
Servicing requirement:		Urban Standard

#### b) Project Description:

The applicant proposes to rezone the subject property from the RS-3 (One Family Rural Residential) Zone to RM-1 (Townhouse Residential) Zone to permit approximately 41 townhouse units. The entrance to the development is via 120A Lane. All of the units are proposed to have double car garages and three bedrooms. No tandem parking is proposed with this development. The proposed unit size ranges from 126 m<sup>2</sup> to 139 m<sup>2</sup> (1,355 ft<sup>2</sup> – 1,492 ft<sup>2</sup>). A total of nine buildings are proposed, each comprised of four to five units each. The buildings are three storeys in height.

The design of the buildings reflects the Tudor style through the use of wooden slats on the end gable walls, fiber-cementitious siding and brick veneer materials. Decorative elements such as wood brackets and corbels were added where the exterior wall meets the soffit. Extended curved wood eaves were also added on facades fronting streets and driveways to enrich the appearance. The site will be fully landscaped and fenced with each unit providing a 6 metre by 6 metre private rear yard area and a community outdoor area of 223 m<sup>2</sup> (2400 square feet) for a children's play area.

#### c) Planning Analysis:

Pursuant to Section 8.7 of the Official Community Plan, this Multi-Family Development Permit is required to ensure the proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses. The development permit application made to the City is subject to the Key Guidelines and the Design Guidelines of Section 8.7 Multi-Family Development Permit.

A Multi-Family Development Permit is required for all new multi-family development on land designated for Multi-Family development. The purpose of a Multi-Family Development Permit is to enhance existing neighbourhoods with compatible housing styles that meet diverse needs and minimize potential conflicts on neighbouring land uses. The key guideline concepts are as follows:

1. **New development into established areas should respect private spaces, and incorporate local neighbourhood elements in building form, height, architectural features and massing.** *Private yard space has been incorporated into the landscape design for each unit. The residential buildings are oriented with front doors, walkways, and a strong visual presence facing both the public and private street.*
2. **Transitional development should be used to bridge areas of low and high densities, through means such as stepped building heights, or low-rise ground-oriented housing located to the periphery of higher density developments.** *The proposed heights of these residential structures will echo those of the surrounding single family neighbourhood. In addition, there is considerable distance (20 metres or 65 feet) separating the units for this proposal from the face of the single family units to the North. This separation is enhanced with fences, landscaping and a municipal lane.*
3. **Large scale developments should be clustered and given architectural separation to foster a sense of community, and improve visual attractiveness.** *The 41 residential units are clustered into 9 separate buildings, separated by a combination of private rear yard space and strata road frontages. The site is also contained with its own private access and outdoor play areas.*
4. **Pedestrian circulation should be encouraged with attractive streetscapes attained through landscaping, architectural details, appropriate lighting and by directing parking underground where possible or away from public view through screened parking structures or surface parking located to the rear of the property.** *The structures are oriented with a strong street presence. The landscaping at the street front will provide an attractive internal environment and a pleasant view for these outside the project.*

**d) Advisory Design Panel:**

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscape plans at a meeting held on October 11, 2016. Following a presentation of the project plans by the project team, the Advisory Design Panel made the following resolution:

*That the application be supported and the following concerns be addressed as the design develops and be submitted to Planning staff for follow-up:*

1. **Consider carrying forward the frontage finishes on rear of buildings for further architectural variation.**  
*Frontage finishes were carried forward on the area of the building for further architectural variation. These changes are reflected in revised elevation drawings and will be detailed in the Development Permit report.*
2. **Consider the south façade to be more pedestrian oriented and interactive. Possibly achieved by trellis, landscape and or building elevation treatments.**  
*Larger windows and trellises will be provided on the Dewdney Trunk Road frontage. Walkways connecting units to the public streets are provided where possible. A landscaped perimeter will enhance the edges of the project.*

3. *Consider further emphasis on the pedestrian entryways off of Dewdney Trunk Road.*  
Trellises were also added at pedestrian entries off Dewdney Trunk Road.
4. *Consider wrapping the Tudor finishes around the sides of the units.*  
This feature was included in the original plan.
5. *Consider additional traffic calming with different hard surface finishes accented throughout development.*  
This change was reflected in the landscape drawings.
6. *Consider internal pathway connections along rear of buildings five, six, seven and eight.*  
This change would impact the provision of private backyards, which the applicant considers a greater priority for resident enjoyment. In addition, the applicant states this change would affect the required provision of usable open space specified for each dwelling unit.
7. *Provide further landscape enhancements at corner of 237<sup>th</sup> Street and Dewdney Trunk and at entryway adjacent to open space play area.*  
The applicant has made these changes.

The ADP concerns have been addressed and are reflected in the current plans. A detailed description of how these items were incorporated into the final design will be included in a future development permit report to Council.

**e) Citizen/Customer Implications:**

Public Consultation has been provided through the required Development Information Meeting and the Public Hearing, held on March 21, 2017. In addition, a Development Variance Permit is also being pursued, for relaxations to exterior side yard setbacks, interior side yard setbacks, rear yard setback, and the unencumbered distance between structures. This variance request has generated additional notification requirements.

**f) Financial Implications:**

In accordance with Council's Landscape Security Policy, a refundable security equivalent to 100% of the estimated landscape cost will be provided to ensure satisfactory provision of landscaping in accordance with the terms and conditions of the Development Permit. Based on an estimated landscape cost of **\$253,053.50**, the security will be **\$253,053.50**.

There will be 16 trees added to the municipal street tree inventory on completion of this project. The costs associated with maintaining these trees will need to be included in a subsequent operating budget.



## CONCLUSION:

This development permit application is in support of a multi-family residential development that received third reading on April 11, 2017 and is being considered for final reading on April 9, 2019. The application has been reviewed and supported by the Advisory Design Panel, and for this reason, it is recommended that Application 2016-009-DP be approved.

"Original signed by Diana Hall"

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*Prepared by:* **Diana Hall, M.A., MCIP, RPP**  
**Planner 2**

"Original signed by Christine Carter"

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*Reviewed by:* **Christine Carter, M.PL, MCIP, RPP**  
**Director of Planning**

"Original signed by Frank Quinn"

---

*Approved by:* **Frank Quinn, MBA, P. Eng**  
**GM Public Works & Development Services**

"Original signed by Kelly Swift"

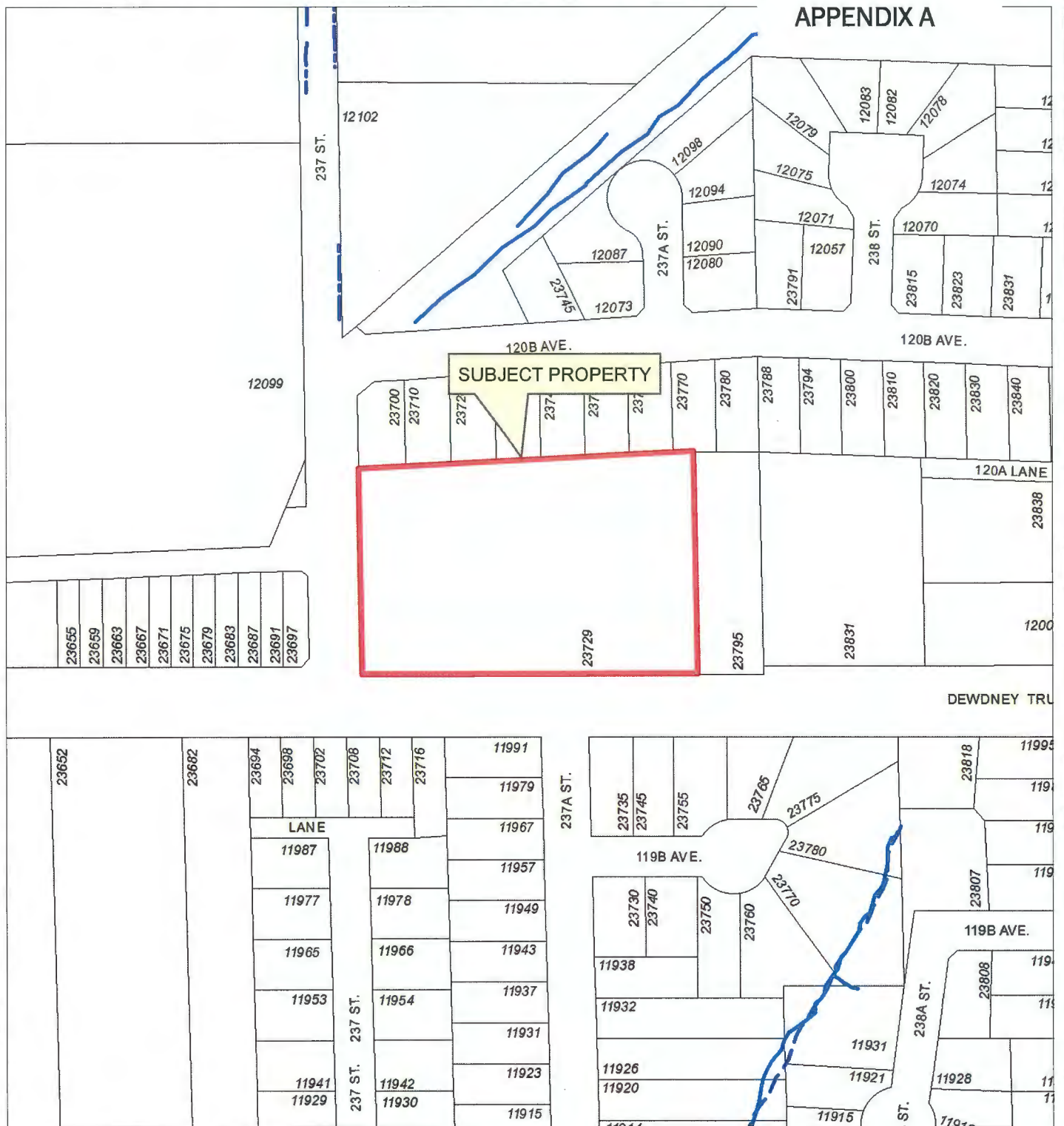
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*Concurrence:* **Kelly Swift, MBA**  
**Acting Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map  
Appendix B – Ortho Photo  
Appendix C – Site Plan  
Appendix D – Building Elevations.  
Appendix E – Landscape Plan

## APPENDIX A



Scale: 1:2,000

### Legend

-  Stream  
 Ditch Centreline  
 Indefinite Creek

23729 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



## MAPLE RIDGE

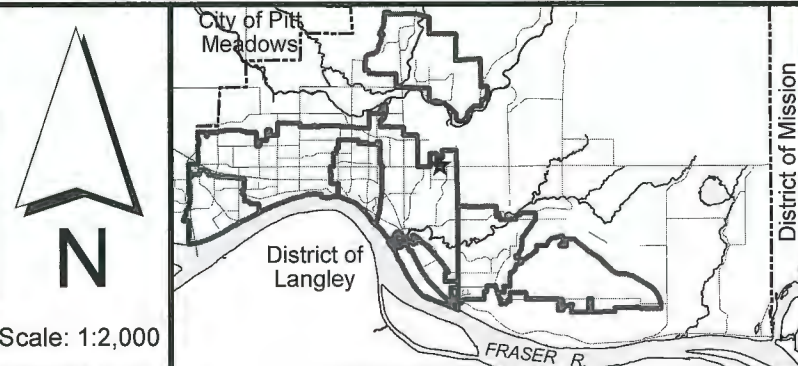
## British Columbia

mapleridge.ca

FILE: 2016-009-DP  
DATE: May 16, 2016

BY: PC





23729 DEWDNEY TRUNK ROAD

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

[mapleridge.ca](http://mapleridge.ca)

FILE: 2016-009-DP  
DATE: May 16, 2016

BY: PC





## SITE RECONCILIATION

**LEGAL DESCRIPTION:**

**LEGAL DESCRIPTION:**  
SECTION 21 TOWNSHIP 12 NWD MD 013-301-497

CIVIC ADDRESS:

**23729 CUMONEY TRUNK ROAD, MAPLE RIDGE, BC**

**ZONING INFORMATION:**

**ZONE:** E06-2

PROPOSED: RM-1

**LOT AREA:**

ROAD DEDICATION: 4.11  
NET AREA: 94.01%

**LOT DENSITY:**

18-24 U	PERMITTED:
18 UPA	TOWNHOUSE:

24 LUPA Y

PROPOSED: 41 TONNAGE

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[illegible]

COLOR SCHEME 3  
NT8/4/1/1/20/27/28/29/31/39)

COLOUR SCHEME 2

COLOUR SCHEME 1  
UNITS 12 5 10 12 15 17 21 24 28 31 35 37 41)





**TO:** His Worship Mayor Mike Morden  
And Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Maple Ridge Filming Fees Amending Bylaw No. 7538-2019

**MEETING DATE:** April 2, 2019  
**FILE NO:**  
**MEETING:** Committee of the Whole

**EXECUTIVE SUMMARY:**

The Maple Ridge Bylaw for Film Production Fees and Charges has not been updated since 2009. A comparison of fees with other municipalities was completed and a bylaw amendment is being brought forward for consideration.

**RECOMMENDATION(S):**

That Filming Fees Amending Bylaw No. 7538 - 2019 be given first, second and third readings.

**DISCUSSION:**

**a) Background Context:**

There are many fees to consider when film production takes place in Maple Ridge. These include fees for electrical permits, highway use permits, park rentals, facility rentals and additional fees directly related to services provided for filming purposes. The film related fees and charges from six neighbouring communities were collected and compared to the fees charged by the City of Maple Ridge. While several fees for internal City permits will remain static until that particular department increases them, an increase to some fees is recommended to reflect current market rates.

**b) Desired Outcome:**

In general, the fees for filming in Maple Ridge are lower than other comparable municipalities in the lower mainland. The suggested amendments to the existing Maple Ridge Filming Fees Bylaw will bring the fees and charges to a level consistent with surrounding municipalities.

**c) Citizen/Customer Implications:**

Filming can take place in private residences, commercial business, municipal property or City parks. Maple Ridge has seen an increase in filming over the past few years and now estimates approximately 100 - 125 productions annually. This results in jobs for approximately 1,200 Maple Ridge citizens, with an estimated minimum \$10,000\* of spending brought into our community for every "shoot" day.

	2014	2015	2016	2017	2018
# of Productions	61	82	104	105	123
# of Permits	216	263	295	265	352
# of "Shoot" Days	339	417	408	405	465
Permit & License Revenue	\$105,774	\$148,370	\$173,487	\$139,819	\$215,481
*Economic Impact	3.39 M	4.17 M	4.08 M	4.05 M	4.65 M

The suggested fee increases are expected to have a relatively minor impact on the budgets of film productions taking place in Maple Ridge, and are not expected to deter film production in the municipality. Table 1 below uses data from 2018 to estimate the anticipated fees for the different types of productions. A small production uses primarily private locations, whereas a large production might use various City parks over several days. The increase in commercial activity and the interruption experienced when a production is filming suggests a higher fee that is more in-line with what other local communities are charging.

Table 1

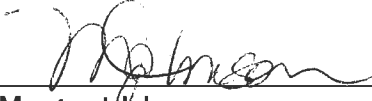
2018 Production Examples	Total charged by Maple Ridge in 2018	Expected charge for same production with rate increase	Amount of increase
Example #1: Small production – increase in film permit fee	\$975	\$1,017	\$42
Example #2: Medium production – increase in film permit and community park fees (2 days)	\$2,497	\$3,054	\$557
Example #3: Large production – increase in film permit and municipal park fees (7 days)	\$4,908	\$6,486	\$1,578

d) Interdepartmental Implications:

Many of the fees used for filming are part of existing bylaws within other departments, such as Engineering and Development Services. These fees will remain the same until the individual department reviews their fee for that particular service. One of the exceptions to this is the fee for park rentals. Due to the amount of activity involved in filming in City parks, (parks rentals comprise approximately 10% of all film locations) it is recommended that the filming fee be increased in both our larger parks, such as Memorial Peace Park and Maple Ridge Park, as well as the smaller neighbourhood parks. Should the Bylaw for Film Production Fees and Charges be passed, the Department of Parks, Recreation and Culture will reflect this change in their Fees and Charges with regard to filming in City parks.

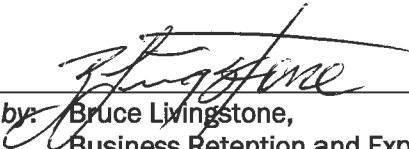
## CONCLUSIONS:

Filming is an important economic driver in our city, and for this reason, Maple Ridge would benefit from remaining a "film friendly" community. The increases in fees suggested in this report will bring us in line with other comparable communities and are reflected in the attached By-law amendment document. (Appendix A).



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**Prepared by:** Margaret Johnson  
Film Production Liaison,  
Economic Development and Civic Property



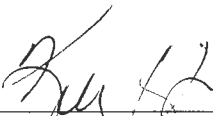
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**Approved by:** Bruce Livingstone,  
Business Retention and Expansion Officer  
Economic Development and Civic Property



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**Concurrence:** Frank Quinn, MBA. P.Eng  
GM: Public Works & Development Services



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**Concurrence:** Kelly Swift, MBA  
Acting Chief Administrative Officer

Attachments (1)

(A) Filming Bylaw Amendment

**CITY OF MAPLE RIDGE**

**BYLAW NO. 7538 - 2019**

A Bylaw to amend Maple Ridge Filming Fees Bylaw No. 6669 - 2009

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**WHEREAS**, Section 194 of the Community Charter provides that the Council may impose fees;

**AND WHEREAS**, it is deemed desirable to establish a schedule for fees as provided by Section 194;

**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge enacts as follows:

1. This bylaw may be cited as "Maple Ridge Filming Fees Amending Bylaw No. 7538 - 2019".
2. Maple Ridge Filming Fees Bylaw No. 6669 – 2009 be amended by:
  - a. Replacing the word “District” with “City” throughout the bylaw wherever reference is made to the “District of Maple Ridge”;
  - b. Amending paragraph 7 to read:

7. A person holding the position of Film Production Liaison, their immediate supervisor or the Designate is authorized to negotiate and enter filming agreements on behalf of the City.
  - c. Amending paragraph 8 to read:

8. Notwithstanding any fee contained in this Bylaw or the schedule attached thereto, Filming Fees for local non-profit agencies under special circumstances may be reduced or waived at the discretion of the Film Production Liaison, their immediate supervisor or the Designate.
  - d. Amending paragraph 9 to read:

9. A cancellation fee may be imposed according to Schedule “A” or may be calculated on a cost recovery basis by the City in the event a production is cancelled.
3. Schedule “A” of the Maple Ridge Filming Fees Bylaw No. 6669-2009 is hereby replaced in its entirety by Schedule “A” attached hereto.
4. Maple Ridge Filming Fees Bylaw No. 6669-2009 is hereby amended accordingly.

**READ** a first time this            day of   ,2019.

**READ** a second time this            day of   ,2019.

**READ** a third time this            day of   ,2019.

**ADOPTED** this            day of   ,2019.

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**PRESIDING MEMBER**

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**CORPORATE OFFICER**



**SCHEDULE "A" – FEES**  
**Bylaw No. 6669-2009**

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<u>Item</u>	<b>May 1 2019</b>
Film Permit Application	
• Per application (1 to 6 locations)	\$250.00
• Each additional location	\$75.00
Parking Lot per day	\$300.00
Special Effects Permit	150.00
Municipal Staff Representative (Outside of regular working hours)	Two times (2X) current Collective Agreement rate (no additional admin fee)
Neighbourhood Parks per day	\$500.00
Municipal Parks per day	\$800.00
Municipal Facility	To be determined by the Film Production Liaison, their immediate supervisor or the Designate
Prep/Wrap (Prep and post filming procedures)	50% of location fee
Security Deposit/Damage Deposit	To be determined by the Film Production Liaison, their immediate supervisor or the Designate
Damage Deductions	Assessed as needed
Cancellation Fee	\$260.00
Fire Department equipment, staff and vehicles	To be determined by Fire Chief
RCMP equipment, staff and vehicles	To be determined by RCMP

## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Contract Award for Parks Grass Mowing and Trimming Services

**MEETING DATE:** April 2, 2019  
**FILE NO:** 2179875  
**MEETING:** CoW

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### EXECUTIVE SUMMARY:

An Invitation to Tender for the provision of grass mowing and trimming services for City parks and adjacent boulevards for a two year term with three one year renewal options was issued on December 20, 2018 and six bids were submitted before closing on February 19, 2019. Staff recommends that the contract be awarded to Vane Lawn and Garden Care Ltd. who submitted the low bid in the Invitation to Tender (ITT-PL18-85).

### RECOMMENDATION:

That Contract ITT-PL18-85 for Parks Mowing and Trimming Services be awarded to Vane Lawn and Garden Care Ltd. for a two year term in the amount of \$224,700, plus a contingency amount of \$6,700 for other mowing services that may be required up to April 30, 2021.

### DISCUSSION:

#### a) Background Context:

The previous parks mowing and trimming services contract, which had been in place since 2014, recently expired. An Invitation to Tender (ITT-PL18-85) requested pricing for this work at specified weekly or monthly intervals for a two year term closed on February 19, 2019.

Six bids were submitted with the total tendered prices ranging from a low of \$224,700.00 to a high of \$1,091,125.00. Tenders were checked for completeness and compliance with the Invitation to Tender documents, and all were found to be compliant. The six bid results are listed below from lowest to highest price.

1. Vane Lawn and Garden Care Ltd.	\$224,700.00
2. Horizon Landscape Contractors	\$293,578.08
3. Newlands Lawn and Garden Maintenance	\$343,860.00
4. White Star Property Services Ltd.	\$372,100.50
5. White West Gardens Ltd.	\$568,679.22
6. Lee's Trees Ltd.	\$1,091,125.00

Staff evaluated the bids in accordance with the factors specified in the Invitation to Tender, using the information submitted within each bid. After concluding this evaluation, staff identified that the submission from Vane Lawn and Garden Care provides the best overall value to the City. Vane Lawn and Garden is experienced in large mowing and trimming contracts with current and similar contracts with other nearby municipalities.

**b) Desired Outcome:**

To ensure the provision of municipal grass mowing and trimming services in a cost effective manner.

**c) Strategic Alignment:**

This initiative is consistent with the City's Parks, Recreation and Culture Master Plan's strategic objectives to ensure that funding for operations activities is sufficient to achieve desired standards, while working as efficiently and environmentally responsibly as possible, and to ensure that users and customers have a sense of personal safety and security.

**d) Citizen/Customer Implications:**

There is no customer service implications anticipated and services will be maintained at the same frequency as in recent years.

**e) Business Plan/Financial Implications:**

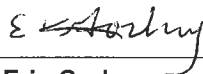
The cost for this work is contained within the City's operating budget and is \$54,715.00 less, on an annual basis, as compared to the previous mowing and trimming contract as a result of City staff taking on grass mowing responsibilities in certain parks, as they are no longer responsible for sports field maintenance in Pitt Meadows.

**f) Alternatives:**


As an alternative, the City could purchase the equipment needed to undertake this work, including additional power trimmers and ride-on mowers, however this is not recommended due to the capital cost of the equipment, impact to other park maintenance services and loss of cost savings provided in this bid.

**CONCLUSION:**

The previous park mowing and trimming services contract allowed us to provide cost effective park maintenance services to our residents over the past five years and the intent is to continue with this service delivery model with a new contract in place. Staff has reviewed the tender submissions and recommends that the mowing and trimming contract be awarded to Vane Lawn and Garden.



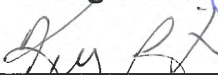
Prepared by: **Erin Gorby**  
Manager of Parks and Open Space



Reviewed by: **Valoree Richmond**  
Acting Director of Parks & Facilities



Approved by: **David Boag**  
Acting General Manager of Parks, Recreation & Culture



Concurrence: **Kelly Swift, MBA**  
Acting Chief Administrative Officer

## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Award of Contract for the Telosky Fieldhouse Construction

**MEETING DATE:** April 2, 2019  
**FILE NO:** 2014485  
**MEETING:** CoW

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### EXECUTIVE SUMMARY:

This Award of Contract recommendation is for the construction of a new fieldhouse at Telosky Stadium, consisting of two sets of team change rooms, an official's change room, universal washrooms, a concession, and storage. The fieldhouse design process included discussions with stakeholders and the feedback received has been included in the design. This planned fieldhouse replacement is part of the sports field redevelopment project at Telosky Stadium / Thomas Haney Secondary School.

An Invitation to Tender (ITT-PL19-2) for the construction of the fieldhouse was issued on January 25, 2019, and twelve tenders were submitted before closing on March 1, 2019. Staff has reviewed the submissions and recommends that the work be awarded to the submission that provides the City with the best overall value, received from Golden Globe Construction Ltd. in the amount of \$1,168,000 excluding taxes. The Telosky fieldhouse construction price came in just under the anticipated cost for this component of the work and funding is contained within the overall field renovation project budget. Council approval to award the contract is required for the work to proceed.

### RECOMMENDATION:

That Contract ITT-PL19-2 for the Fieldhouse Construction at Telosky Stadium be awarded to Golden Globe Construction Ltd. in the amount of \$1,168,000 plus taxes; and

That a contingency of \$195,000 be established for this project; and further

That the Corporate Officer be authorized to execute the contract.

### DISCUSSION:

**a) Background Context:**

A consultation session for the fieldhouse was held with sports user groups on November 21, 2018 to garner input on the overall design and function. Consultation with the concession operator was undertaken as well and the feedback received from the stakeholders has been

included in the design. The fieldhouse design consists of two sets of team change rooms, an official's change room, four universal washrooms, a concession and associated storage.

An Invitation to Tender (ITT-PL19-2) was issued through BC Bid on January 25, 2019 for the construction of the Telosky fieldhouse. Submissions from twelve proponents were received before the closing on March 1, 2019, with the total tender prices (excluding taxes) ranging from a low of \$1,168,000 to a high of \$1,690,000. The twelve bid results are listed below from lowest to highest price.

1) Golden Globe Construction Limited	\$1,168,000.00
2) RJS Construction Limited	\$1,209,553.00
3) Valley West Construction Limited	\$1,214,000.00
4) Liberty Contract Management	\$1,234,993.00
5) Cedar Crest Lands (BC) Limited	\$1,236,000.00
6) Index Construction (BC) Inc.	\$1,264,748.10
7) Bervin Construction Limited	\$1,278,000.00
8) Holaco Construction	\$1,320,000.00
9) Kingston Construction Limited	\$1,358,622.40
10) Turner Construction Company	\$1,389,594.00
11) Klondike Contracting Corporation	\$1,587,434.98
12) ICE Development Limited	\$1,690,000.00

Staff evaluated the bids in accordance with the factors specified in the Invitation to Tender, using the information submitted within each bid. After concluding this evaluation, staff identified that the submission from Golden Globe Construction Ltd. to be best value to the City of Maple Ridge.

**b) Desired Outcome:**

The desired outcome is to move forward with the development of parks and recreation infrastructure projects to meet the demands of our rapidly growing community and provide enhanced opportunities for citizens to engage in activities that promote an active, healthy lifestyle and community wellbeing.

**c) Strategic Alignment:**

The Telosky support building is one component of the Telosky Stadium / Thomas Haney Secondary School field renovation project which is one of a number of Parks, Recreation & Culture infrastructure priorities.

**d) Business Plan/Financial Implications:**

Total project funding in the amount of \$10,000,000, with \$3,000,000 from Community Amenity Contributions and \$7,000,000 in approved borrowing, is included in the adopted financial plan for the total project including the fields and the fieldhouse components. The budget for the fields component is \$8.5M which includes design, supply and installation of the synthetic surface, washroom demolition, servicing, off-site improvements, field construction and contingency while the budget for the fieldhouse component is \$1.5M which includes design, building construction and contingency.

The fieldhouse construction cost of \$1,168,000 as well as the recommended contingency of \$195,000 is within budget for this component of the project. A contingency of \$195,000 is recommended in case construction activities expose issues that have not been identified or anticipated and if the contingency is not required for this purpose, it would not be used.



The field component came in under budget, as awarded in 2018, and together with the fieldhouse component it is anticipated that the overall project will be delivered under the total project funding of \$10M.

**CONCLUSION:**

The planned fieldhouse will provide the team change rooms, washrooms and concession amenities to support the sports field use and tournament needs at Telosky Stadium / Thomas Haney Secondary School. Staff is satisfied with the proposal submissions and recommend that the project proceed with the contract to be awarded to Golden Globe Construction Ltd.

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Prepared by: **Stephanie Howe, LEED AP**  
**Facilities Project Coordinator**

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Reviewed by: **Valoree Richmond**  
**Acting Director of Parks & Facilities**

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Reviewed by: **Trevor Thompson, BBA, CPA, CGA**  
**Chief Financial Officer**

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Approved by: **David Boag**  
**Acting General Manager Parks, Recreation & Culture**

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Concurrence: **Kelly Swift, MBA**  
**Acting Chief Administrative Officer**