

City of Maple Ridge

COUNCIL WORKSHOP AGENDA

JANUARY 28, 2020

11:00 a.m.

Blaney Room, 1st Floor, City Hall

The purpose of the Council Workshop is to review and discuss policies and other items of interest to Council. Although resolutions may be passed at this meeting, the intent is to make a consensus decision to send an item to Council for debate and vote or refer the item back to staff for more information or clarification. The meeting is live streamed and recorded by the City of Maple Ridge.

REMINDER: January 28, 2020 Council Meeting 7:00 p.m. Council Chamber

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

2.1 Minutes of the January 14, 2020 Council Workshop Meeting

3. PRESENTATIONS AT THE REQUEST OF COUNCIL

3.1 Fraser Basin Council

Presentation by Steve Litke, Senior Program Manager, Fraser Basin Council, and discussion on regional dyking issues.

3.2 Heritage Incentives

Presentation by Don Luxton, Heritage Consultant, on Community Heritage Commission Heritage Incentives Study.

4. UNFINISHED AND NEW BUSINESS

4.1 Ride Hailing

Staff report dated January 28, 2020 for information only.

4.2 2020 Council Workplan Matrix – First Draft

Staff report dated January 28, 2020 recommending that staff be directed to update the 2020 Council Workplan Matrix draft dated January 28, 2020 to reflect Council feedback provided up to and including February 3, 2020.

5. CORRESPONDENCE

The following correspondence has been received and requires a response. Staff is seeking direction from Council on each item. Options that Council may consider include:

- a) Acknowledge receipt of correspondence and advise that no further action will be taken.*
- b) Direct staff to prepare a report and recommendation regarding the subject matter.*
- c) Forward the correspondence to a regular Council meeting for further discussion.*
- d) Other*

Once direction is given the appropriate response will be sent.

5.1 Lower Mainland Local Government Association – 2020 Call for Resolutions

Correspondence previously distributed on January 14, 2020 Council Workshop Agenda. Draft Resolutions for LMLGA due to staff by Thursday, January 30, 2020.

5.2 UPCOMING EVENTS

By Invitation to Mayor and Council:

RapidBus Launch – Port Coquitlam
Wednesday, January 29
7:00 – 8:30 am
McMitchell Park, Port Coquitlam

Chamber of Commerce: 2019 Business Excellence Awards Gala
Saturday, February 1
5:00 – 11:00 pm
Thomas Haney Secondary School

6 BRIEFING ON OTHER ITEMS OF INTEREST / QUESTIONS FROM COUNCIL

7. MATTERS DEEMED EXPEDIENT

8. NOTICE OF CLOSED COUNCIL MEETING

That the meeting will be closed to the public pursuant to Sections 90 (1) and 90 (2) of the *Community Charter* as the subject matter being considered relates to the following:

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

Section 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Section 90(1)(l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [*annual municipal report*]

Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public

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

9. ADJOURNMENT

APPROVED BY: 
DATE: Jan. 23/20

CHECKED BY: Em
DATE: Jan 23/20

CHECKED BY: b. d.
DATE: Jan 23/20

2.0 Adoption of Minutes

City of Maple Ridge

COUNCIL WORKSHOP MINUTES

January 14, 2020

The Minutes of the City Council Workshop held on January 14, 2020 at 11:04 a.m. in the Blaney Room at City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

<i>PRESENT</i>	<i>Appointed Staff</i>
<i>Elected Officials</i>	A. Horsman, Chief Administrative Officer
Mayor M. Morden	L. Benson, Director of Corporate Administration (Corporate Officer)
Councillor J. Dueck	D. Boag, General Manager Parks, Recreation & Culture
Councillor K. Duncan	C. Carter, General Manager Planning & Development Services
Councillor C. Meadus	C. Crabtree, Acting General Manager Corporate Services
Councillor G. Robson*	D. Pollock, General Manager Engineering Services
Councillor R. Svendsen	S. Nichols, Deputy Corporate Officer
Councillor A. Yousef	T. Thompson, Chief Financial Officer
	<i>Other Staff as Required</i>
	M. Canning, Acting Municipal Engineer
	C. Goddard, Director of Planning
	L. Zosiak, Manager of Community Planning

These Minutes are posted on the City Web Site at www.mapleridge.ca

*Note: Councillor Robson participated electronically.

1. APPROVAL OF THE AGENDA

R/2020-001

It was moved and seconded

That the agenda of the January 14, 2020 Council Workshop Meeting be approved as circulated.

CARRIED

2. MINUTES

2.1 Minutes of the December 10, 2019 Council Workshop Meeting

R/2020-002

It was moved and seconded

That the minutes of the Council Workshop Meeting of December 10, 2019 be adopted as circulated.

CARRIED

3. PRESENTATIONS AT THE REQUEST OF COUNCIL – Nil

4. UNFINISHED AND NEW BUSINESS

4.1 Access Management Policy 9.14

Staff report dated January 14, 2020 recommending that Access Management Policy 9.14 be supported and forwarded to a subsequent Council meeting for consideration and adoption.

The General Manager of Engineering Services introduced the item providing background information. The Acting Municipal Engineer gave a presentation and various staff responded to questions of Council.

R/2020-003

It was moved and seconded

That Access Management Policy 9.14 be supported and forwarded to a subsequent Council meeting for consideration and adoption.

CARRIED

4.2 Metro Vancouver 2040: Proposed Amendments to GHG Reduction Targets

Staff report dated January 14, 2020 recommending that the Type 3 minor amendment to Metro Vancouver 2040: Shaping our Future be endorsed and the resolution forwarded to Metro Vancouver, and that a formal request be made to the Province that community-level GHG emission data be reported on every five years at minimum.

The Director of Planning introduced the item and provided background information. The Manager of Community Planning provided a presentation and responded to questions from Council.

It was moved and seconded

That, further to the "Metro Vancouver 2040: Proposed Amendments to GHG Reduction Targets" staff report, dated January 14, 2020,

1. The Type 3 minor amendment to Metro Vancouver 2040: Shaping our Future, reflecting a carbon neutral region by 2050, and an interim target of reducing greenhouse gas emissions by 45% from 2010 levels by 2030, be endorsed and the resolution forwarded to Metro Vancouver; and
2. A formal request be made to the Province that community-level GHG emissions data be reported on every two years was practiced but at every five years at a minimum.

R/2020-004

It was moved and seconded

That the forgoing motion be amended by considering Items 1 and 2 separately.

CARRIED

Councillor Duncan – OPPOSED

R/2020-005

It was moved and seconded

That a formal request be made to the Province that community-level GHG emissions data be reported on every two years at a minimum.

CARRIED

R/2020-006

It was moved and seconded

The Type 3 minor amendment to Metro Vancouver 2040: Shaping our Future, reflecting a carbon neutral region by 2050, and an interim target of reducing greenhouse gas emissions by 45% from 2010 levels by 2030, be endorsed and that the resolution and a copy of Council comments be forwarded to Metro Vancouver.

CARRIED

5. CORRESPONDENCE

5.1 Lower Mainland Local Government Association – 2020 Call for Resolutions – Annual General Meeting

Correspondence from Mayor Jack Crompton, Lower Mainland LGA President encouraging Lower Mainland LGA members to submit their resolutions to the Lower Mainland LGA for debate.

The Director of Corporate Administration introduced the item and showed a slide outlining the timelines of the process endorsed by Council last year. She reminded Council to provide their resolution drafts to staff by the end of January to allow time for Council evaluation and for staff to ensure they meet submission criteria prior to the deadline.

5.2 Lower Mainland Local Government Association – 2020 Call for Nominations for Lower Mainland LGA Executive

Correspondence from Councillor Jason Lum, Lower Mainland LGA Past President calling for nominations to the Lower Mainland LGA Executive positions.

6. BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL
7. MATTERS DEEMED EXPEDIENT
8. NOTICE OF CLOSED COUNCIL MEETING

R/2020-007

It was moved and seconded

That the meeting will be closed to the public pursuant to Sections 90 (1) and 90 (2) of the *Community Charter* as the subject matter being considered relates to the following:

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

Section 90(1)(b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity

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

Section 90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public

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

CARRIED

ADJOURNMENT – 12:20 p.m.

M. Morden, Mayor

Certified Correct

L. Benson, Corporate Officer



City of Maple Ridge

TO: His Worship Mayor Michael Morden and Members of Council **MEETING DATE:** January 28, 2020
FROM: Chief Administrative Officer **MEETING:** Workshop
SUBJECT: Ride Hailing

EXECUTIVE SUMMARY:

In September of 2019 the Province passed legislation that significantly changed how passenger transportation will be administered. Municipalities will no longer be responsible for chauffeur licencing and the regulation of taxis, car hires and other forms of ride hailing. Along with this legislation, the Province and Translink are formulating a plan to have a regional inter-municipal business licence for all approved ride hailing companies.

RECOMMENDATION:

That this report is submitted for information only.

DISCUSSION:

a) Background Context:

With the approval of the new legislation on passenger transportation, the various stakeholders recognize that there needs to be a consistent approach to the regulation and licencing of ride hailing companies (also known as transportation network services or “TNS”). Ride hailing services are services that use online-enabled platforms to connect between passengers and local drivers using their personal vehicles.

The Province will be regulating taxis, car hires and the chauffeur licencing. They will also determine which companies will be permitted to operate as a ride hailing service.

Translink, the Province and all Metro municipalities have been involved in several meetings to clarify existing roles and responsibilities as well as to determine next steps. One of the important next steps is to develop an inter-municipal business licence for these ride hailing companies. To that end, four meetings were scheduled in January 2020 to develop a bylaw that is intended to be adopted by all Metro municipalities to regulate these companies. The City of Vancouver has agreed to administer the business licencing of these companies and the revenue sharing.

This proposed bylaw is expected to be written by the beginning of February at which time staff will present the draft bylaw to the Council for review and approval. This bylaw’s purpose is only to regulate the intermunicipal business licence. The regulations of all ride hailing companies will be done by the Province which includes administering the chauffeur’s permits, ensuring the safety of the vehicles and any other issues that may arise from the operation of these types of businesses.

b) Desired Outcome:

To develop a single bylaw that is consistent with all Metro municipalities to regulate ride hailing companies

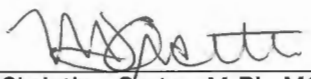
c) Citizen/Customer Implications:

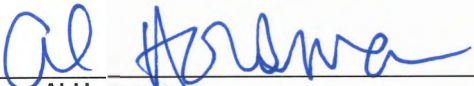
The advent of ride hailing in the City of Maple Ridge could provide some needed assistance to the taxi companies, especially during peak periods.

CONCLUSIONS:

A consistent approach to ride hailing for all Metro municipalities should provide a smooth transition to the new form of passenger transportation. The collaboration with the Province, Translink and participating municipalities ensures that all concerns should be addressed and the result will be a beneficial service for the public.


Prepared by: R. MacNair
Senior Advisor, Bylaw & Licensing Services


Approved by: Christine Carter, M.Pl., MCIP, RPP
General Manager: Planning and Development Services


Concurrence: Al Horsman
Chief Administrative Officer

Attachments:

- Appendix I: Information for Municipalities
- Appendix II: Key Elements for Consideration in an IMBL

INFORMATION FOR MUNICIPALITIES

DATE: October 24, 2019
PREPARED FOR: Local government and municipalities of British Columbia
ISSUE: The impact of taxi modernization and transportation network services on municipal authority

Overview of Regulatory Changes

- Bill 55, the *Passenger Transportation Amendment Act* and the Passenger Transportation Regulations have enabled the modernization of the taxi industry and the introduction of transportation network services (TNS), or ride hail, to British Columbia.
- These changes, which came into effect on September 16, 2019, have impacted municipal authority in relation to passenger directed vehicles (PDVs), which include taxis, limousine, and ride hail vehicles.

What is Not Changing for Municipalities:

Municipalities retain their authority to:

- Issue business licences to, and set business licence requirements for, companies that provide PDV services in their communities.
- Regulate PDVs through street and traffic bylaws, curbside and parking management, and traffic regulation.
- Make submissions in support of, or in opposition to, applications sent to the Passenger Transportation Board (PT Board) by companies looking to operate PDVs in B.C. The \$50 submission fee is waived for municipalities that provide a single submission to a TNS application.
- Examples of areas that municipalities **may regulate** in relation to PDVs include: taxi stand locations; age of fleet; and standard of fleet.

What is Changing for Municipalities:

- The PT Board now has exclusive jurisdiction over the supply, operating areas and fares of PDVs and published its operational policy on transportation network services on August 19.
- Municipal bylaws that regulated the number of PDVs able to operate are no longer in effect.
- Any municipal bylaws that prohibited PDVs from operating, including bylaws that refused a business licence because the person already held a licence to operate a vehicle issued by another municipality, are no longer in effect.
- Municipal chauffeur permits can no longer be issued to PDV drivers. The permits have been replaced by the provincial Record Check Certificate, which verifies if a driver has met the

APPENDIX I

new driver requirements including: driver licensing (Class 4), police information check (vulnerable sector), and driver record checks.

- Current municipal chauffeur's permits remain valid until their expiry, or until September 16, 2021 (whichever comes first); however, PDV companies will issue interim provincial Record Check Certificates.
- Drivers deemed ineligible to drive by their employer who request a review of their records must contact the Registrar of Passenger Transportation rather than appealing to Mayor and Council.
- Drivers in municipalities that do not have a municipal chauffeur permit regime must comply with provincial requirements by January 2, 2020.
- The Province is responsible for determining minimum vehicle identifiers/trade dress requirements.

Other Changes:

- The Passenger Transportation Branch has increased authority to conduct investigations and audits relating to the licenses of PDVs in B.C. New offenses and fines have been introduced in addition to those already in place to ensure the compliance of licensees and their drivers.
- Accessibility: TNS trips offered in non-wheelchair accessible vehicles are subject to a \$0.30 trip fee to be remitted to the government to cover increased administrative costs and to promote accessibility. The new regulations enable side entry ramps in addition to existing rear entry for accessible taxis.
- Bill 55 authorizes the PT Board and Registrar to collect trip and shift data from taxi, limousine and TNS companies. This information will enable evidence-based decision making and allow for monitoring of compliance. The opportunity exists for this data to be shared with municipalities through information sharing agreements.

Background

- In 2018, the Ministry of Transportation and Infrastructure developed Bill 55, which was informed by the reports completed by the Select Standing Committee on Crown Corporations and the independent consultant Hara Associates.
- Bill 55 aimed to modernize the taxi industry, reduce regulatory overlap, and permit the entry of TNS to the Province. Bill 55 received royal assent on November 28, 2018. On July 8, 2019, the provincial government announced the amendment of the Passenger Transportation Regulation, which came into effect on September 16, 2019.
- The regulations focus on driver and vehicle safety as well as protecting accessible transportation.

RIDE-HAILING REGION 1 INTER-MUNICIPAL BUSINESS LICENCE
WORKING GROUP TERMS OF REFERENCE

DATE: December 20, 2019

The purpose of the Ride-Hailing Region 1 Inter-municipal Business Licence Working Group (working group) is to:

- Develop an inter-municipal business licence (IMBL) for ride-hailing for Region 1, including making decisions regarding agreed upon terms for a draft bylaw.
- Ensure that participating municipalities' concerns regarding the IMBL are reflected in the discussion and decision-making of the working group
- Jointly prepare a draft bylaw and supporting documentation such as sample staff reports to be used by participating municipalities.
- Present the draft bylaw to each of the participating municipal councils.
- Jointly develop common messaging for use by working group participants in their respective communications materials.
- Provide updates to councils, staff and political committees (i.e. RTAC) on progress made by the working group.

Key Elements for Consideration in an IMBL

1. Licence Company vs Drivers

Unanimous support for licensing TNS companies and not drivers; however, it was noted that need to consider parity with taxis.

2. Regional IMBL vs Sub-Regional IMBLs

General support (although not unanimous) for developing a regional IMBL versus focusing on various sub-regional IMBLs. Some of the pros and cons associated with developing a regional IMBL included:

Pros	Cons
Flexible: Could allow for later opt-in, whereas negotiating within each existing sub-regional IMBL would require buy-in	Loss of localized control: May be difficult to revoke licence for poor performance or bylaw violations in one part of the region.
Inclusive: Allows for municipalities not currently part of a sub-regional IMBL to join in	Duration: Could potentially take longer to seek agreement from a larger group.
Strength in numbers: More municipalities engaged may ensure better compliance	Might not reflect demand: TNS companies may not seek a licence that covers the entire Zone 1. Realistically, they might prefer to apply for licence in a smaller operating area.
Administrative efficiency: Single point for fee payment, reporting and data submission is more efficient for companies, as well as municipalities.	Cumulative cost could be quite high. Depending on the needs of each municipality, the total licence fee could be high, and does not allow for TNS operators to select to pay less and operate in a smaller region.
Avoids duplication of effort. Rather than develop local bylaws or sub-regional IMBL with the intent of a future regional IMBL, focusing on a regional IMBL at the outset could reduce duplication of effort.	Different goals. Core municipalities have more concerns about negative impacts of ride-hailing, whereas outlying suburbs are concerned of a lack of access to the service. Outlying municipalities may want fewer barriers. These differences may make IMBL terms challenging.
Avoids patchwork effect, which even sub regional IMBLs could create which would result in political pressure from TNS companies.	
Avoids creation of entrenched interests. Creating sub-regional IMBLs or local bylaws could make a regional IMBL more difficult in the future.	
Encourages services in outlying areas. Sub-regional IMBLs could discourage service to outlying areas (may opt to avoid areas that are not part of a core regional IMBL).	
Could be established as a pilot to allow for evolution of terms with experience.	

It was noted that some sub-regions, namely North Shore and Tri-Cities, are already taking the path of amending their sub-regional IMBLs as an interim measure, but that they are coordinating to seek alignment of terms and intend on repealing their sub-regional IMBLs once the regional IMBL is in place.

Some discussion followed on whether a hybrid option could exist, whereby TNS operators could choose to purchase an IMBL or a local or sub-regional license.

3. Scope to Include Taxis?

Some discussion on whether a regional IMBL for ride-hailing should be expanded to a regional IMBL for Passenger Directed Vehicles more broadly, to include taxis and limousines. The general understanding is that because Provincial regulations currently require that taxis be bound to municipal boundaries, that an IMBL might not work for taxis at this time. The North Shore is an exception because Provincial regulations allow taxis to operate freely within the three North Shore Communities, and therefore the North Shore IMBL is being amended to include both taxis and TNS.

4. Enforcement and Compliance

General agreement to include a provision that the licensee must abide by all municipal bylaws (this links the licence to support other bylaws such as Street and Traffic bylaws).

Not clear what the ability of municipalities is to cancel a business licence for a TNS operator without violating Provincial regulations. Alternatively, can consider fines, reporting to PTB or taking to court.

5. Fee Structure

This element will need to consider:

- Limited number of applicants (1 – 2 dozen);
- Business licence fees are typically fixed (for example, the City of Vancouver's new set annual fee of \$155 per TNS company plus a set annual fee per vehicle of \$100) and not trip-based;
- Intent of the fees is to recover costs (which include administration, data management, signage, monitoring and enforcement but which are TBD and therefore may be a bit difficult to justify/quantify);
- Desire to keep fees low to reduce barriers to entry;
- TNS business structure and practices (high number of casual drivers);
- Differences between low and high density municipalities in terms of impact and cost; and
- Parity with taxi fee structure.

Discussion ensued around the distribution of business licence revenue based on trip data . It was agreed that distribution of business licence revenue based on trip start locations was not the same as a per-trip fee, and therefore was an option. For example:

- Total amount collected from Company X is \$80,000 for the 2021 IMBL.
 - o \$40,000 provided to centralized entity to offset administration and data management costs.
 - o Remaining \$40,000 could be distributed to all participating municipalities based on trip start location to cover enforcement, signage and other localized costs which mostly relate to level of activity. For example:
 - 45% Vancouver = \$18,000
 - 20% Burnaby = \$8,000
 - 10% Richmond = \$4,000
 - Etc.

6. Data Requirement

Province is collecting data from TNS and taxi operators (see Attachment A). This data is trip level and very granular (6 decimal place lat/long for pick-up and drop-off). Some discussions underway for route data and empty vehicle travel information. Province developing options for cities to access this data through data

APPENDIX II

sharing agreements. Until such time as when the Province can share the data, recommend including such requirements in the IMBL.

Two key missing fields is identification of trips made in ZEV or Accessible vehicles.

7. Administration Options for IMBL

Discussion was held regarding who would be responsible for administering the IMBL. There was broad agreement that a single entity be responsible for administering the regional IMBL for a number of reasons:

- The number of applicants likely to be small (under 2 dozen);
- Applicants likely to be non-resident to this region;
- Consistency for responses to questions;
- Efficiency for administration and data management.

In terms of WHO this entity could be, more discussion and exploration will be needed and should consider:

- Whether the entity has existing authority or could be delegated authority to license;
- Whether the entity has desire and capability / capacity to take this role;
- Transparency in governance and decision-making / concerns about centralization of control to PTB for example

8. Other Regulations

Suggestions for other regulations to include in the IMBL bylaw were:

- Incentives for ZEVs and Accessible vehicles should be incorporated into the fee structure.
- Compliance with other municipal bylaws.
- Operational practices not covered by Street and Traffic bylaws?

TO: His Worship Mayor Michael Morden
and Members of Council

MEETING DATE: January 28, 2020

FILE NO: 2384017

FROM: Chief Administrative Officer

MEETING: Council Workshop

SUBJECT: 2020 Council Workplan Matrix – first draft

EXECUTIVE SUMMARY:

On January 14, 2020, Council approved a Financial Plan to fund the business plans presented to the public over three days in November 2019. The draft 2020 Council Workplan Matrix (see attachment) is a schedule outlining various policy and project discussions over the coming six months. This first draft is attached for Council review and feedback. Any required adjustments will be reflected in an updated matrix for review at the Committee of the Whole meeting on February 18, 2020.

RECOMMENDATION:

That staff be directed to update the 2020 Council Workplan Matrix draft dated January 28, 2020 to reflect Council feedback provided up to and including February 3, 2020.

DISCUSSION:

The Council Workplan Matrix is a schedule outlining various policy and project discussions to advance Council's Strategic Plan, along with target Council meeting dates.

Council reviewed departmental business plans over three days in November and on January 14, 2020, approved the 2020-2024 Financial Plan to fund the work. The attached is a first draft of the Council Workplan Matrix for 2020. The matrix is a snapshot-in-time; target dates prior to the 2020 summer break can be considered with more certainty than those later in the year, and adjustments may be necessary to accommodate emerging issues.

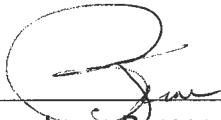
There is a significant amount of work that is not shown on the matrix. Examples include:

- Issues that are not directly related to the five priority areas of Council's Strategic Plan;
- Council work that, by necessity, must be done at meetings closed to the public. This includes certain decisions relating to the provision of social housing.
- The significant numbers of development-related issues that require Council decisions;
- The numerous reports and presentations covering the City's finances.

Council feedback received up to and including February 3, 2020 will be reflected in an updated matrix for review at Committee of the Whole on February 18, 2020.

CONCLUSION:

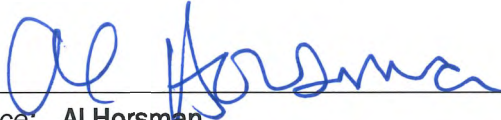
The Council Workplan Matrix provides Council and the public with sense of when various policy and project discussions will take place. This first draft for 2020 is provided to generate feedback, which will be reflected in an updated version. Target dates prior to the 2020 summer break can be considered with more certainty than those later in the year, and adjustments may be necessary to accommodate emerging issues. Citizens wishing to attend specific discussions are advised to check the meeting agendas as the dates approach for certainty, at <http://mapleridge.ca/AgendaCenter/>



Prepared by: **Laura Benson**
Director of Corporate Administration



Approved by: **Christina Crabtree**
General Manager: Corporate & Financial Services



Concurrence: **Al Horsman**
Chief Administrative Officer

Attachment:

(A) 2020 Council Workplan Matrix – DRAFT January 28, 2020

2020 Council Workplan Matrix - Draft January 28, 2020

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Jan-14	Wrkshp	Metro Vancouver 2040: Proposed Amendments to GHG Reduction Targets	Planning	Present on MV2040 amendments to GHG targets and MV request for comments	Environment
Jan-14	Wrkshp	Access Management Policy 9.14	Eng	Review of requirements related to driveway access to properties as well as addressing the issue of private structures located on City road allowances.	Growth
Jan-28	Wrkshp	2020 Council Workplan Matrix - first draft	Admin	Present a first draft of a 2020 Council workplan matrix for review. Feedback will be incorporated and a final matrix presented at Feb.19 Committee of the Whole.	Pride
Jan-28	Wrkshp	Heritage Incentives	Planning	Don Luxton to present on heritage incentives study in Maple Ridge.	Pride
Jan-28	Wrkshp	Fraser Basin Council	Eng	Presentation by the Fraser Basin Council and discussion on regional dyking issues	Relations
Feb-11	Wrkshp	Albion Community Centre - City Service Model	RCE	Evaluate operating models for the Albion Community Centre for Council's consideration.	Growth
Feb-11	Wrkshp	Community Social Safety Initiative	Admin	Provide an update on the Community Social Safety Initiative.	Safety
Feb-11	Wrkshp	Peace Officer Status Review	Bylaws	Information report reviewing the classification of Peace Officer status.	Safety
Feb-25	Wrkshp	Business Licence Bylaw Fee Amendment	Bylaws	Reviewing existing fees and conducting inter-municipal comparison. Amendment scheduled for July.	Growth
Feb-25	Wrkshp	Fire Master Plan	Fire	Update on the Fire Master Plan Process	Growth

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Feb-25	Wrkshp	Mayor & Council Recognition Program Recommendations	Comms	Develop recommendations for a formal Mayor & Council Recognition Program that will provide the opportunity to celebrate the extraordinary accomplishments of citizens or organizations in Maple Ridge.	Pride
Mar-10	Wrkshp	Sign Bylaw Update	Building	Update the Sign bylaw, including development and election regulations.	Growth
Mar-10	Wrkshp	Citizen Survey Discussion	Admin	Provide options for obtaining statistically representative community opinions.	Pride
Mar-10	Wrkshp	Community to Community Forum with Katzie and Kwantlen	Admin	Staff are continuing to explore dates/times.	Relations
Mar-10	Wrkshp	Bylaw Enforcement Notice (BEN) Tickets	Bylaws	Present background and options for the adoption of a new ticketing process.	Safety
Mar-24	Wrkshp	Tandem Parking Bylaw	Planning	Present a summary of consultation data and regulatory options.	Growth
Mar-24	Wrkshp	Communications Policy Update	Comms	Review and update all communications related policies to ensure alignment with Council's Strategic Priorities and the evolution of the delivery platforms for our Communications (social media/video technology).	Relations
Mar-31	Wrkshp	Integrated Stormwater Management Plans - South Alouette/Kanaka Creek	Eng	Draft ISMPs for review.	Environment
Mar-31	Wrkshp	Tree Bylaw Survey Response	Planning	Provide a summary of consultation about efficiencies, effectiveness, and value of the Tree Permit process.	Environment
Mar-31	Wrkshp	Kennel Bylaw Amendments	Bylaws	Integration with updated Zoning Bylaw.	Growth
Mar-31	Wrkshp	Vector Control Bylaw Amendments	Bylaws	Proposed increase in fine amounts for certain sections of MTI bylaw.	Growth

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Mar-31	Wrkshp	Town Centre Visioning Process	Planning	Present scoping report on TC visioning process.	Growth
Mar-31	Wrkshp	Committees of Council Review (Ph.3)	Clerks	Phases 1 and 2 dealt with advisory committee memberships, and Phase 3 will review Policy 3.10.	Pride
Mar-31	Wrkshp	Vaping Regulations	Planning	Provide an options report for the management of commercial vaping product sales.	Safety
Apr-14	Wrkshp	DGS Pilot Project Outcomes	Planning	Present on outcomes of public tours of DGS units.	Growth
Apr-14	Wrkshp	Albion Flats - Update	Planning	Pending ALC response	Growth
Apr-14	Wrkshp	Purchasing Policy Update	Finance	Proposed updates to the Purchasing Policy to reflect senior government policy changes, industry and technological innovations, and sustainability considerations.	Growth
Apr-14	Wrkshp	Community Social Safety Initiative Update	Admin	To provide an update on the status of the Community Social Safety Initiative.	Safety
Apr-21	CoW	DCC Bylaw Amendment-minor rate update	Finance	Annual minor amendment to ensure alignment with capital program	Growth
Apr-21	CoW	Albion Community Centre Construction Phase 2 Award of Contract	Park/Fac	Tender to be undertaken by contractor once Phase 1 underway.	Growth
Apr-28	Wrkshp	Open Government - Chatbot	IT	Information accessibility enhancements for CMR website - Chat Bot	Pride
Apr-28	Wrkshp	Social Mapping Project	Planning	Report on results of SPARC BC* mapping exercise identifying support services and service gaps in the City. (*Social Planning and Research Council of British Columbia)	Safety
May-12	Wrkshp	Lougheed Corridor Concept Plan	Planning	Updated draft concept plan to be presented for comments.	Growth

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
May-12	Wrkshp	Emergency Provision of Drinking Water	Eng	Report on post-disaster potable water supply.	Growth
May-19	CoW	Zoning Bylaw	Planning	Awaiting Ministry approval before proceeding to second reading.	Growth
May-26	Wrkshp	Civic Land Strategy Update	Ec Dev	Report providing an inventory of City lands and recommendations for future dispositions and acquisitions.	Growth
Jun-9	Wrkshp	Fees and Charges Update	SCP	Establish consolidated Fees and Charges Bylaw and amend source bylaws for ease of public access.	Growth
Jun-9	Wrkshp	Sanitary Sewer Inflow & Infiltration Reduction Strategy	Eng	Mandated by MV, discussion on the City's ongoing efforts to reduce inflow and infiltration.	Growth
Jun-9	Wrkshp	Community Social Safety Initiative Update	Admin	To provide status update for the Community Social Safety Initiative.	Safety
Jun-23	Wrkshp	Recreation and Facilities Gap Analysis	Park/Fac	Council requested staff report back with recreation and facility gap analysis.	Growth
Jun-23	Wrkshp	Fibre Strategy	IT	Status update on Fibre Strategy project.	Growth
Jun-23	Wrkshp	Post-Secondary Demand	Ec Dev	With School District 42 and Provincial partners, develop/implement an action plan to secure funding for demand analysis research in support of a business case for local post-secondary education offerings.	Growth
Jul-14	Wrkshp	Green Infrastructure	Planning	Consultant update on initial findings re: Green Infrastructure study for Maple Ridge commencing early March 2020. Initial findings will focus on what we have learned from other communities.	Environment
Sep-29	Wrkshp	Environmental Communications	Planning	Report on communication tools to clarify environmental permitting process and why it is required. Summarize environmental successes and initiatives to achieve strategic objectives.	Environment

*Date est.	Meeting	Action Item/Report Title	Dept	Status/Outcome/Next Steps	Alignment
Sep-29	Wrkshp	Pitt Meadows Dyking	Eng	Current agreements date back to the 1970s. Review and update.	Safety
Oct-13	Wrkshp	Eco Network Management Strategy	Planning	Identify existing/potential municipal ecosystem health and wildlife management priorities re: watersheds, forest edges, green corridors, and major hubs. Determine quantitative and qualitative benefits and services they provide us.	Environment
Oct-13	Wrkshp	Council Code of Conduct	Admin	Second annual review.	Pride
Oct-13	Wrkshp	Council Strategic Plan & Workplan Matrix	Admin	Second annual progress review.	Pride
Oct-27	Wrkshp	Implications of Climate Change on Storm Water Management	Eng	Discussion regarding the implications of climate change and future direction.	Growth
Dec-8	Wrkshp	Soil Deposit Bylaw - 1 year update	Planning	Bylaw adopted in 2018. Review of implementation in progress.	Environment