

***COUNCIL MEETING AGENDA***

***March 14, 2017***

***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 final 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 AND RECEIPT OF MINUTES***

401      Minutes of the Regular Council Meeting of February 28, 2017

500      ***PRESENTATIONS AT THE REQUEST OF COUNCIL***

600      ***DELEGATIONS***

601      Ridge Meadows Minor Hockey Association

- Carolyn Gosling, Vice President of Administration

602      Ridge Meadows Minor Lacrosse Association

- Brian Borkowsky, 3<sup>rd</sup> Vice President (Facilities/Equipment)

603      **Concerned Citizens over the Proposed 250 Street Commercial Chicken Farm**

- Wanda Merriman

700      ***ITEMS ON CONSENT***

701      **Minutes**

701.1      Minutes of the Development Agreements Committee Meetings of February 27 and 28(2), 2017 and March 1, 2017

701.2      Minutes of Meetings of Committees and Commissions of Council

- Active Transportation Advisory Committee – January 25, 2017
- Agricultural Advisory Committee – November 24, 2016
- Community Heritage Commission – January 3, 2017
- Community Heritage Commission – February 7, 2017
- Public Art Steering Committee – January 24, 2017
- Social Policy Advisory Committee – January 4, 2017

702      **Reports**

703      **Correspondence**

704      **Release of Items from Closed Council Status**

*From the March 7, 2017 Special Closed Council Meeting*

Item 02.01      Naming Opportunity - to name the all-weather field at “Merkley Park the Karina LeBlanc Field at Merkley Park”

Item 02.02      Wharf Street Truck Traffic – denial of business licence for owners and trucking operation at 19966 Wharf Street

800      ***UNFINISHED BUSINESS***

801      **Potential Change to Format of Council Meeting Schedule**

Staff report dated March 14, 2017 providing information on potential changes to the format of the Council Meeting schedule.

**802 Motion by Councillor Shymkiw**

Motion resolving to change the current format of the Council Meeting Schedule

(see attached)

Note: Item 803 was deferred at the February 28, 2017 Council Meeting

**803 Ripe TX – Taxi License Application**

Staff report dated February 20, 2017 recommending that a letter be submitted to the Passenger Transportation Board summarizing comments in the staff report and indicating that the City of Maple Ridge does not support the application by Ripe TX for new taxi licenses to operate in the Greater Vancouver Regional District.

**900 *CORRESPONDENCE***

**1000 *BYLAWS***

**Bylaws for Adoption**

**1001 2013-029-RZ, 22305 and 22315 122 Avenue  
Maple Ridge Zone Amending Bylaw No. 6987-2013**

Staff report dated March 14, 2017 recommending adoption  
To rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential) to permit the construction of a 69 unit, 5 storey apartment building  
Adoption

**1002 2014-091-RZ, 12420 Ansell Street  
Maple Ridge Zone Amending Bylaw No. 7115-2014**

Staff report dated March 14, 2017 recommending adoption  
To rezone from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit subdivision into two lots  
Adoption

- 1003     **2016-129-RZ, 11225 240 Street**  
            **Maple Ridge Zone Amending Bylaw No. 7303-2016**  
            Staff report dated March 14, 2017 recommending adoption  
            To permit a site specific text amendment to a C-1 (Neighbourhood Commercial) zone to add additional permitted uses for a proposed mixed use commercial and rental apartment project  
            Adoption
- 1004     **Maple Ridge Committee Appointments – Alternates Amending Bylaw No. 7311-2017**  
            To allow flexibility in the appointment of alternates to Council advisory and steering committees  
            Adoption

***COMMITTEE REPORTS AND RECOMMENDATIONS***

1100     ***COMMITTEE OF THE WHOLE***

The following issues were presented at an earlier Committee of the Whole meeting with the recommendations being brought to this meeting for City Council consideration and final approval. The Committee of the Whole meeting is open to the public and is held in the Council Chamber at 1:00 p.m. on the Monday the week prior to this meeting.

***Public Works and Development Services***

- 1101     **2013-085-SD, 23154 136 Avenue, Local Area Service**  
  
            Staff report dated March 6, 2017 recommending that a Local Area Service Bylaw be authorized for enhanced landscape maintenance costs for property located at 23154 136 Avenue referred to as “Robinson Eco Cluster” and that Robinson Eco Cluster Local Area Service Bylaw No. 7277-2016 be given first, second and third readings.
- 1102     **2012-004-DVP, 23791 112 Avenue**  
  
            Staff report dated March 6, 2017 recommending that the Corporate Officer be authorized to sign and seal 2012-004-DVP to vary a requirement to construct an urban road on 112 Avenue and to vary the front yard setback.



**1103 2017-018-DVP, 2013-029-DP, 22305 and 22315 122 Avenue**

Staff report dated March 6, 2017 recommending that the Corporate Officer be authorized to sign and seal 2017-018-DVP for variances to increase maximum building height from 4 to 5 storeys, to increase the height of the underground parking structure, to reduce the underground parking structure setback and to reduce the number of short term bicycle parking stalls and that the Corporate Officer be authorized to sign and seal 2013-029-DP to permit a five storey apartment building with underground parking under the RM-2 (Medium Density Apartment Residential) zone.

**1104 2014-091-DVP, 12420 Ansell Street**

Staff report dated March 6, 2017 recommending that the Corporate Officer be authorized to sign and seal 2014-091-DVP for variances to reduce the carriageway widths on Ansell Street and 124 Avenue and to reduce the road right-of-way on 124 Avenue.

**Financial and Corporate Services (including Fire and Police)**

**1131 Strategic Wildfire Prevention Initiative – UBCM Grant Funding**

Staff report dated March 6, 2017 recommending that staff make application for grant funding to the Union of British Columbia Municipalities (UBCM) Strategic Wildfire Prevention Initiative for FireSmart Planning and that the City provide overall grant management for the FireSmart funding.

**Parks, Recreation & Culture**

**1151 Award of Contract RFP-PL17-13: Consulting Services for Synthetic Sports Field Design (Albion Sports Complex and Merkley Park)**

Staff report dated March 6, 2017 recommending that Contract RFP-PL17-13: Consulting Services for Synthetic Sports Field Design (Albion Sports Complex and Merkley Park) be awarded to R.F. Binnie and Associates, that a contingency be established for the project and further that the Corporate Officer be authorized to execute the contract.

**Administration**

**1171**

**Other Committee Issues**

1191

1200     ***STAFF REPORTS***

1300     ***OTHER MATTERS DEEMED EXPEDIENT***

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

1500     ***QUESTIONS FROM THE PUBLIC***

1600     ***ADJOURNMENT***

***QUESTION PERIOD***

The purpose of the Question Period 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 Question Period 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: \_\_\_\_\_

***COUNCIL MEETING MINUTES***

February 28, 2017

The Minutes of the City Council Meeting held on February 28, 2017 at 7:00 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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***PRESENT***

***Elected Officials***

Mayor N. Read  
Councillor C. Bell  
Councillor B. Masse  
Councillor G. Robson  
Councillor T. Shymkiw  
Councillor C. Speirs

***ABSENT***

Councillor C. Bell  
Councillor K. Duncan

***Appointed Staff***

E.C. Swabey, Chief Administrative Officer  
K. Swift, General Manager of Parks, Recreation & Culture  
P. Gill, General Manager Corporate and Financial Services  
F. Quinn, General Manager Public Works and Development Services  
C. Carter, Director of Planning  
L. Darcus, Manager of Legislative Services  
A. Gaunt, Confidential Secretary

***Other staff as required***

C. Goddard, Manager of Development and Environmental Services  
D. Hall, Planner 2  
A. Kopystynski, Planner 2  
M. Baski, Planner 1  
D. Pollock, Municipal Engineer  
D. Cramb, Senior Recreation Manager  
C. Balatti, Recreation Manager Health & Wellness  
W. McCormick, Director of Recreation & Community 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 live streamed and recorded by the City of Maple Ridge

100      ***CALL TO ORDER***

200      ***AMENDMENTS TO THE AGENDA***

The agenda was amended with the withdrawal of Item 601 Development Signs Update and the addition of Item 1301 Setbacks in Agricultural Land Reserve

300      ***APPROVAL OF THE AGENDA***

R/2017-078

It was moved and seconded

**That the agenda be approved as amended.**

CARRIED

400 ***ADOPTION AND RECEIPT OF MINUTES***

401 Minutes of the Regular Council Meeting of February 14, 2017

R/2017-079

It was moved and seconded

**That the minutes of the Regular Council Meeting of February 14, 2017 be adopted as circulated.**

CARRIED

402 Minutes of the Public Hearing of February 21, 2017

R/2017-080

It was moved and seconded

**That the minutes of the Public Hearing of February 21, 2017 be adopted as circulated.**

CARRIED

500 ***PRESENTATIONS AT THE REQUEST OF COUNCIL*** – Nil

600 ***DELEGATIONS*** – Nil

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meetings of February 8, 15 and 20, 2017

701.2 Minutes of Meetings of Committees and Commissions of Council

- Advisory Design Panel – January 10, 2017

702      **Reports**

702.1    **Disbursements for the month ended January 31, 2017**

Staff report dated February 20, 2017 recommending that the disbursements for the month ended January 31, 2017 be received for information.

702.2    **2016 Council Expenses**

Staff report dated February 20, 2017 providing an update on Council expenses to the end of November and December 2016.

703      **Correspondence** - Nil

704      **Release of Items from Closed Council Status**

*From the February 20, 2017 Closed Council Meeting*

- Item 04.01 Salary Adjustments for Paid on Call Firefighters

R/2017-081

It was moved and seconded

**That Items 701.1, 701.2, 702.1, 702.2 and 704 on the Consent Agenda be received.**

CARRIED

800      ***UNFINISHED BUSINESS*** – Nil

900      ***CORRESPONDENCE*** – Nil

1000 **BYLAWS**

**Note:** *Items 1001 to 1004 are from the February 21, 2017 Public Hearing*

**Bylaws for Third Reading**

1001 **2016-052-RZ, 22260 and 22292 122 Avenue and 12159 and 12167 223 Street**

1001.1 **Maple Ridge Official Community Bylaw No. 7243-2016**  
12159 and 12167 223 Street  
To designate from single-family to low-rise apartment  
Third reading

R/2017-082

It was moved and seconded

**That Bylaw No. 7243-2016 be given third reading.**

CARRIED

Councillor Shymkiw - OPPOSED

1001.2 **Maple Ridge Zone Amending Bylaw No. 7244-2016**  
22260 and 22292 122 Avenue and 12159 and 12167 223 Street  
~~To rezone from RM-2 (Medium Density Apartment Residential) and to terminate Land Use Contracts Registration numbers #33588 and #P108265~~  
To rezone from LUC (Land Use Contracts) Registration #H33558 & #P108265 and RS-1 (Medium Density Apartment Residential) to RM-2 (Medium Density Apartment Residential) and terminate Land Use Contracts Registration numbers #33588 and #P108265  
Third reading

Amended  
February 28, 2017

R/2017-083

It was moved and seconded

**That Bylaw No. 7244-2016 be given third reading.**

CARRIED

Councillor Shymkiw - OPPOSED

1002 **2011-089-RZ, 22325 St. Anne Avenue**  
**Maple Ridge Heritage Designation and Revitalization And Tax Exemption Agreement Amending Bylaw No. 7306-2016**  
To extend the completion date for the conservation of the existing heritage building, (Morse-Turnock Residence)  
Third reading

R/2017-084

It was moved and seconded

**That Bylaw No. 7306-2016 be given third reading.**

CARRIED

1003     **2016-129-RZ, 11225 240 Street**

**Maple Ridge Zone Amending Bylaw No. 7303-2016**

To permit a site specific text amendment to a C-1 (Neighbourhood Commercial) zone to add additional permitted uses for a proposed mixed use commercial and rental apartment project

Third reading

R/2017-085

It was moved and seconded

**That Bylaw No. 7303-2016 be given third reading.**

CARRIED

1004     **2016-039-RZ, 11951 240 Street**

**Maple Ridge Zone Amending Bylaw No. 7229-2016**

To rezone from CS-1 (Service Commercial) to C-2 (Community Commercial) to permit the future construction of a Tim Hortons restaurant and drive-through

Third reading

The Manager of Development and Environmental Services advised on the sound mitigation for the drive-through.

R/2017-086

It was moved and seconded

**That Bylaw No. 7229-2016 be given third reading.**

CARRIED

**Bylaws for Adoption**

1005     **2011-137-RZ, 12257 227 Street**

Staff report dated February 28, 2017 recommending adoption

1005.1   **Maple Ridge Zone Amending Bylaw No. 7169-2016**

To permit subdivision into three R-3 (Special Amenity Residential District) lots, not less than 256 m<sup>2</sup> (2755 ft<sup>2</sup>)

Adoption

M. Baski, Planner, provided clarification on the bylaw.



R/2017-087

It was moved and seconded

**That Bylaw No. 7169-2016 be adopted.**

CARRIED

1006     **2013-085-RZ, 23154 136 Avenue**

Staff report dated February 28, 2017 recommending adoption

1006.1   **Maple Ridge Official Community Plan Amending Bylaw No. 7028-2013**

To designate areas as Eco-Cluster and Conservation and to make changes to conservation and trail designations

Adoption

R/2017-088

It was moved and seconded

**That Bylaw No. 7028-2013 be adopted.**

CARRIED

1006.2   **Maple Ridge Zone Amending Bylaw No. 7029-2013**

To rezone from RS-3 (One Family Rural Residential) to R-2 (Urban Residential District) to permit a future subdivision of approximately 31 single lots not less than 315 m<sup>2</sup> in area.

Adoption

R/2017-089

It was moved and seconded

**That Bylaw No. 7029-2013 be adopted.**

CARRIED

1007     **2016-325-CU, 2016-325-CU, 22606 Dewdney Trunk**

Staff report dated February 28, 2017 recommending adoption

1007.1   **Maple Ridge Official Community Plan Amending Bylaw No. 7283-2016**

To permit a temporary taxi dispatch

Adoption

R/2017-090

It was moved and seconded

**That Bylaw No. 7283-2016 be adopted.**

CARRIED

**1008 Maple Ridge Cemetery Bylaw No. 7260-2016**

To update definitions, reflect changes in the Cremation, Interment and Funeral Services Act and changes to the governance model for cemeteries as well as inclusion of expanded services such as double columbaria.

Adoption

R/2017-091

It was moved and seconded

**That Bylaw No. 7260-2016 be adopted.**

CARRIED

***REPORTS AND RECOMMENDATIONS FORWARDED FROM THE FEBRUARY 20, 2017 COUNCIL WORKSHOP***

**Public Works and Development Services**

**1101 2016-175-RZ, 23711 132 Avenue, RS-3 and RS-2 to RS-1b**

Staff report dated February 20, 2017 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7305-2016 to revise conservation boundaries be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7258-2016 to rezone from RS-3 (One Family Rural Residential) and RS-2 (One Family Suburban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit future subdivision into three single family residential lots and one remainder lot be given second reading and be forwarded to Public Hearing.

The Manager of Development and Environmental Services advised on the addition of an item to the terms and conditions pertaining to community amenity contributions.

R/2017-092

It was moved and seconded

- 1) That, in accordance with Section 475 of the Local Government Act, opportunity for early and ongoing consultation has been provided by way of posting Bylaw No. 7305-2016 on the municipal website, and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;**
- 2) That Bylaw No. 7305-2016 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;**
- 3) That it be confirmed that Bylaw No. 7305-2016 is consistent with the Capital Expenditure Plan and Waste Management Plan;**
- 4) That Bylaw No. 7305-2016 be given first and second readings and be forwarded to Public Hearing;**

- 5) That Bylaw No. 7258-2016 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) Amendment to Official Community Plan Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, Figure 3C - River Hamlet, and Figure 4 - Trails and Conservation areas;
  - iii) Park dedication as required, including construction of a pedestrian trail and removal of all debris and garbage from park land;
  - iv) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development; and
  - v) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

CARRIED

1102     **2016-202-RZ, 20542 and 20556 Dewdney Trunk Road, RS-1 and P-4a to C-2**

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7309-2017 to rezone from RS-1 (One Family Urban Residential) and P-4a (Place of Worship Institutional and Educational) to C-2 (Community Commercial) to permit a two storey commercial building including a banquet facility and retail and office buildings be given first reading and that the applicant provide further information as described on Schedule A, C, D, and E of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

R/2017-093

It was moved and seconded

1. 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 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.

CARRIED

**1103 2017-002-RZ, 24487 112 Avenue, RS-3 to RS-1b and RS-1d**

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7310-2017 to rezone from RS-3 (One Family Rural Residential) to RS-1b (One Family Urban [Medium Density] Residential) and RS-1d (One Family Urban [half acre] Residential) to permit 31 single family lots be given first reading and that the applicant provide further information as described on Schedule A, B, F, G and I of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

The Manager of Development and Environmental Services advised on the subdivision plan.

R/2017-094

It was moved and seconded

**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 Bylaw No. 7310-2017 be given first reading; and

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

CARRIED

**1104      2015-345-RZ, 12106 230 Street, RS-1 and RS-3 to R-1**

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7205-2016 to rezone from RS-1 (One Family Urban Residential) and RS-3 (One Family Rural Residential) to R-1 (Residential District) to permit a future subdivision of approximately 2 lots be given second reading and be forwarded to Public Hearing.

R/2017-095

It was moved and seconded

- 1) That Bylaw No. 7205-2016 be given second reading, and be forwarded to Public Hearing;
- 2) 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) Road dedication on 230 Street, as required;
  - iii) Registration of a Restrictive Covenant for Stormwater Management; and
  - iv) In addition to the site profile, a disclosure statement must be submitted by a professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

CARRIED

**1105      2016-009-RZ, 23729 Dewdney Trunk Road, RS-3 to RM-1**

Staff report dated February 20, 2017 recommending that Maple Ridge Zone Amending Bylaw No. 7220-2016 to rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) for future construction of a 41 unit multi-family development be given second reading and be forwarded to Public Hearing.

D. Hall, Planner, reviewed the staff report and advised on the addition of an item to the terms and conditions pertaining to community amenity contributions.

R/2017-096

It was moved and seconded

- 1) That Bylaw No. 7220-2016 be given second reading, and be forwarded to Public Hearing;
- 2) 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) Road dedication on Dewdney Trunk Road and for the proposed lane as required;
  - iii) Registration of a Restrictive Covenant for the Geotechnical Report;
  - iv) Registration of a Restrictive Covenant for protecting the Visitor Parking;
  - v) Registration of a Restrictive Covenant for Stormwater Management;
  - vi) If the Director of Waste Management from the Ministry of Environment determines that a site investigation is required based on the submitted Site Profile, a rezoning, development, or development variance permit cannot be approved until a release is obtained for the subject property;
  - vii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property(ies). If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

CARRIED

**1106 2011-137-DVP, 12257 227 Street**

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2011-137-DVP to reduce 227 Street arterial road width, reduce 122 Avenue local road width, reduce road allowance for the lane west of 227 Street, reduce constructed lane width, reduce driveway access and reduce height requirement of a landscape screen around an unconcealed Off-Street Parking Use.

M. Baski, Planner, gave a Power Point presentation providing the following information:

- Application Information
- Official Community Plan Context
- Summary of Proposed Variance
- Proposed Road Variances
- Proposed Lane and Access Variances

The Municipal Engineer provided information on road standards for 227 Street.

R/2017-097

It was moved and seconded

**That the Corporate Officer be authorized to sign and seal 2011-137-DVP respecting property located at 12257 227 Street.**

CARRIED

**1107 2011-137-DP, 12257 227 Street, Intensive Residential Development Permit**

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2011-137-DP to allow three R-3 (Special Amenity Residential District) zoned lots.  
No correspondence on this item

R/2017-098

It was moved and seconded

**That the Corporate Officer be authorized to sign and seal 2011-137-DP respecting the property located at 12257 227 Street.**

CARRIED

**1108      2013-085-DVP, 23154 136 Avenue**

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2013-085-DVP to reduce the road right-of-way for 135A Avenue and 231 Street and to reduce front and rear yard setbacks.

Correspondence from Jim and Irene Waller; concern with speed in area with small roads used by

R/2017-099

It was moved and seconded

**That the Corporate Officer be authorized to sign and seal 2013-085-DVP respecting property located at 23154 136 Avenue.**

CARRIED

**1109      2015-260-DVP, 24211 113 Avenue**

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2015-260-DVP to reduce the carriage way width at two locations to ensure neighbouring trees are not impacted by the proposed roadway.

The Manager of Legislative Services advised that no correspondence was received on this item.

The Municipal Engineer addressed concerns of residents in the area pertaining to the existing road network.

R/2017-100

It was moved and seconded

**That the Corporate Officer be authorized to sign and seal 2015-250-DVP respecting property located at 24211 113 Avenue.**

CARRIED



**1110 2015-397-DVP, 2015-397-DP, 20803 Lougheed Highway**

Staff report dated February 20, 2017 recommending that the Corporate Officer be authorized to sign and seal 2015-397-DVP to vary the setback for two components for a proposed arch feature associated with the A&W Restaurant and that the Corporate Officer be authorized to sign and seal 2015-397-DP to permit construction of an A&W Restaurant with a drive through.

The Manager of Legislative Services advised that correspondence was received from Suzi Shea in opposition to the application and expressing various concerns over the impact of the development on the neighbourhood.

The Manager of Development and Environmental Services addressed concerns over noise.

R/2016-101

It was moved and seconded

**That the Corporate Officer be authorized to sign and seal 2015-397-DVP respecting property located at 20803 Lougheed Highway; and**

**That the Corporate Officer be authorized to sign and seal 2015-397-DP respecting property located at 20803 Lougheed Highway.**

CARRIED

**Financial and Corporate Services (including Fire and Police)**

**Note: Items 1131 and 1132 have been added to the “Items on Consent” agenda**

**1131 Disbursements for the month ended January 31, 2017**

**1132 2016 Council Expenses**

**1133 Ripe TX – Taxi License Application**

Staff report dated February 20, 2017 recommending that a letter be submitted to the Passenger Transportation Board summarizing comments in the staff report and indicating that the City of Maple Ridge does not support the application by Ripe TX for new taxi licenses to operate in the Greater Vancouver Regional District.

R/2017-102

It was moved and seconded

**That staff be directed to submit a letter to the Passenger Transportation Board summarizing the comments in the report and indicating that the City of Maple Ridge does not support the application by Ripe TX for new taxi licenses to operate in the Greater Vancouver Regional District.**

R/2017-103

It was moved and seconded

**That Item 1133 be deferred until proponents can appear before Council.**

CARRIED

**1134 Bylaw No. 7311-2017 Committee Appointments - Alternates**

Staff report dated February 20, 2017 recommending that Maple Ridge Committee Appointments – Alternates: Amending Bylaw No. 7311-2017 to allow flexibility in the appointment of alternates to Council advisory and steering committees be given first, second and third readings.

The Manager of Legislative Services provided clarification on the intent of the bylaw.

R/2017-104

It was moved and seconded

**That Bylaw No. 7311-2017 be given first, second and third readings.**

CARRIED

**Community Development and Recreation Service**

**1151 Cooperative Housing Federation BC and Community Land Trust BC Partnership**

Staff report dated February 20, 2017 recommending that BC Housing and the Community Land Trust be notified that the City of Maple Ridge cannot meet the 2017 project approval deadline and requests reconsideration as part of the 2018 funding intake.

The Senior Recreation Manager reviewed the staff report.

R/2017-105

It was moved and seconded

**That staff be directed to notify BC Housing and the Community Land Trust that the City of Maple Ridge cannot meet the 2017 project approval deadline and wishes to be reconsidered as part of the 2018 funding intake.**

CARRIED

Councillor Robson, Councillor Shymkiw - OPPOSED

**1152 Maple Ridge Leisure Centre Lifecycle Improvement Plan**

Staff report dated February 20, 2017 recommending that Shape Architecture be re-engaged to update the Leisure Centre mechanical room design including relocation of pool mechanical systems to allow for additional underground parking and an outdoor plaza should the Civic Centre proceed and that a Request for Proposal for detailed design of priority improvements be issued.

The Recreation Manager Health & Wellness reviewed the staff report.

The Chief Administrative Officer provided further clarification on the staff recommendation.

The Director of Recreation & Community Services advised on plans to lessen the impact of the pool closure on local swim clubs, residents and staff.

R/2017-106

It was moved and seconded

**That staff be directed to re-engage Shape Architecture to update the Maple Ridge Leisure Centre mechanical room design to include the relocation of the pool mechanical systems to allow for future additional underground parking and an outdoor plaza should the Civic Centre proceed in the future; and**

**That staff be directed to issue a request for proposal for detailed design of the priority improvements described in the report dated February 20, 2017 and recommended in the Leisure Centre Facility Space Planning Audit.**

CARRIED

**Administration** - Nil

**Other Committee Issues** - Nil

1200     ***STAFF REPORTS*** – Nil

1300     ***OTHER MATTERS DEEMED EXPEDIENT*** – Nil

1301     **Setbacks in Agricultural Land Reserve**

R/2017-107

It was moved and seconded

**That staff be directed to prepare a Zone Amending Bylaw to increase the interior side yard setback for buildings and structures for agricultural use in appropriate zones.**

CARRIED

Councillor Masse, Councillor Shymkiw - OPPOSED

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

1401     **Notice of Motion by Councillor Shymkiw**

Whereas the Maple Ridge Council Procedure Bylaw No. 6472-2007 and amendments thereto allows for Council to create Council Workshop meetings to conduct Workshop business;

And whereas there is no requirement to have such meeting under this bylaw;

Therefore be it resolved that,

Beginning April 1, 2017 meetings of Council Workshop schedule three Monday mornings each month cease for a five month trial period, and All business normally conducted at Council Workshop be transferred to a Committee of the Whole meeting where reports and other city business will be considered and discussed but no resolutions or motions leading to decisions will be made except to forward agenda items to Council or refer back to staff/committees; and

Two Committee of the Whole meetings (including workshop type sessions) be scheduled each month on Tuesday evenings alternating with Regular Council meetings also scheduled for two Tuesday evenings each month, and that Public Hearings be scheduled prior to the third Tuesday Committee of the Whole Meeting and

The applicable advertisements to the change in the Council Meeting Schedule be advertised as required.

Councillor Shymkiw advised on the motion.

1500     *QUESTIONS FROM THE PUBLIC*

1600     *ADJOURNMENT* – 9:08 p.m.

Certified Correct

---

N. Read, Mayor

---

L. Darcus, Corporate Officer

700     *ITEMS ON CONSENT*



CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE

February 27, 2017  
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor  
Chair

Ted Swabey, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

---

1. 2015-253-RZ

LEGAL: Lot 1, Section 16, Township 12, New Westminster District,  
Plan EPP69581

LOCATION: 23539 Gilker Hill Road

OWNER: Quarry Rock Developments Ltd. (Michael Oord)

REQUIRED AGREEMENTS: Rezoning Servicing Agreement  
Geotechnical Covenant  
Habitat Protection Covenant  
Enhancement & Maintenance Agreement  
Stormwater Management Covenant  
Visitor Parking Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2015-253-RZ.

CARRIED

2. 16-120847 BG

LEGAL: Lot 12, Section 28, Township 12, New Westminster District,  
Plan EPP56758

LOCATION: 12966 235A Street

OWNER: Michael Beaulieu

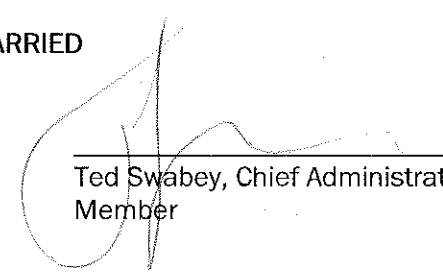
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 16-120847.

CARRIED



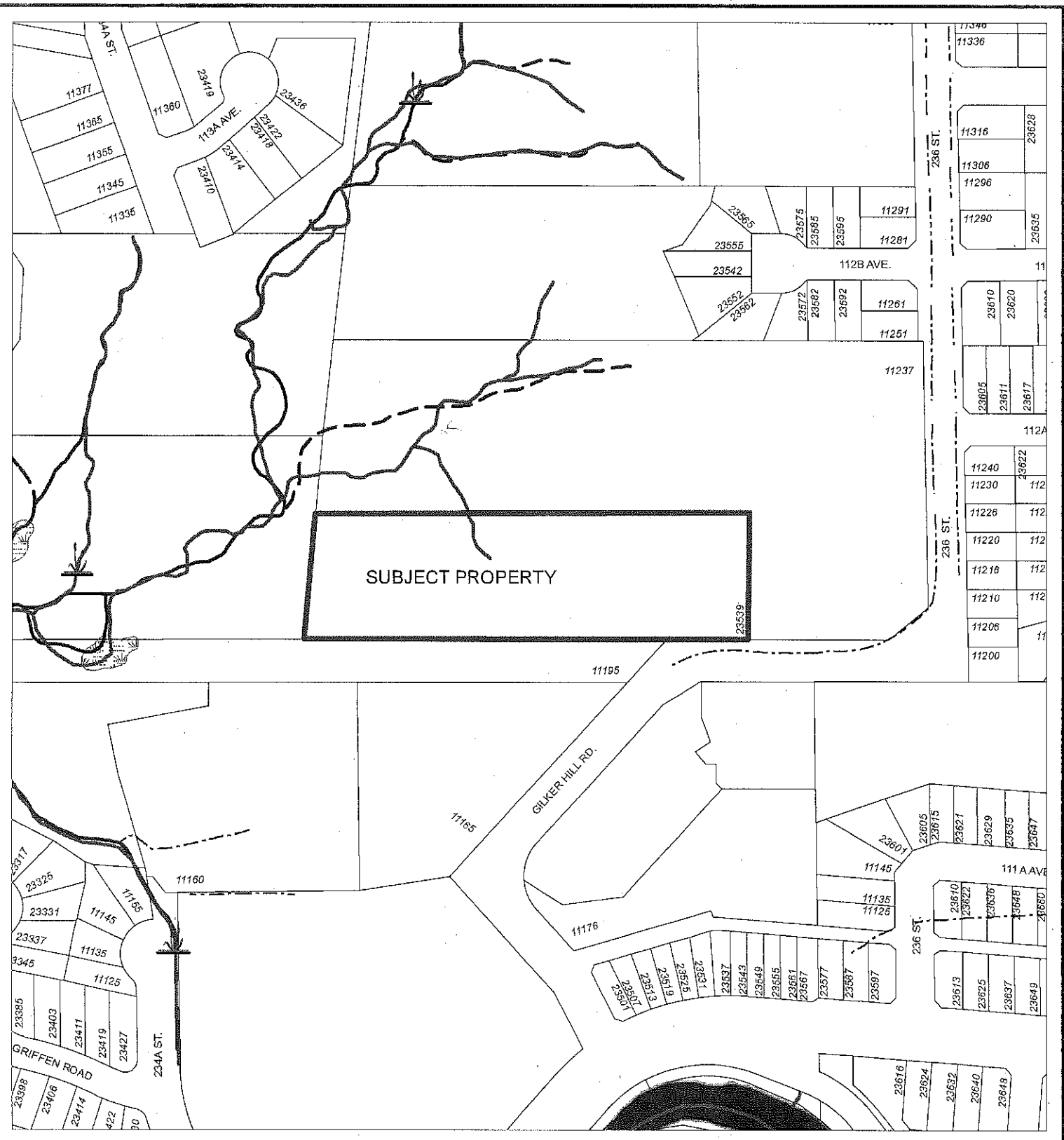
Nicole Read, Mayor  
Chair

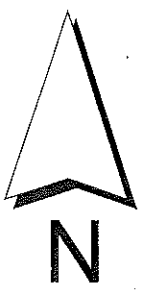


Ted Swabey, Chief Administrative Officer  
Member

**701.1**






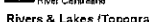
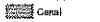

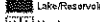
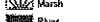







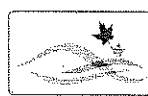
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**Legend**

-  Ponds
-  Wetlands
-  GPS Creek Centreline
- Streams & Rivers (Topographic)**
- Feature Type**
-  Indefinite Creek Centreline
-  Ditch Centreline
-  River Centreline
- Rivers & Lakes (Topographic)**
- Feature Type**
-  Canal
-  Flooded Land
-  Lake/Reservoir
-  Marsh
-  River

## 23539 Gilker Hill Rd

PLANNING DEPARTMENT

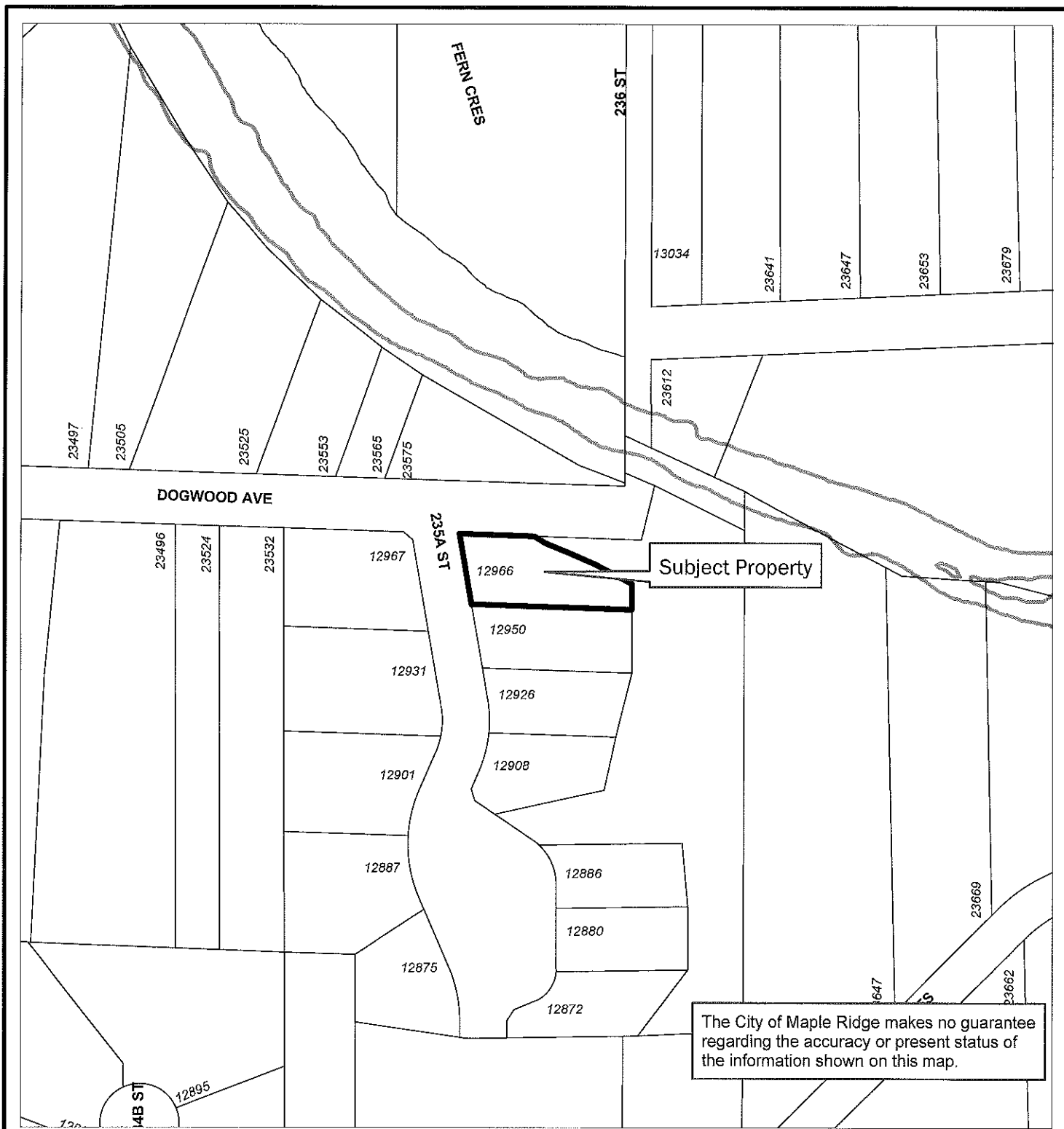


**MAPLE RIDGE**  
British Columbia

**mapleridge.ca**

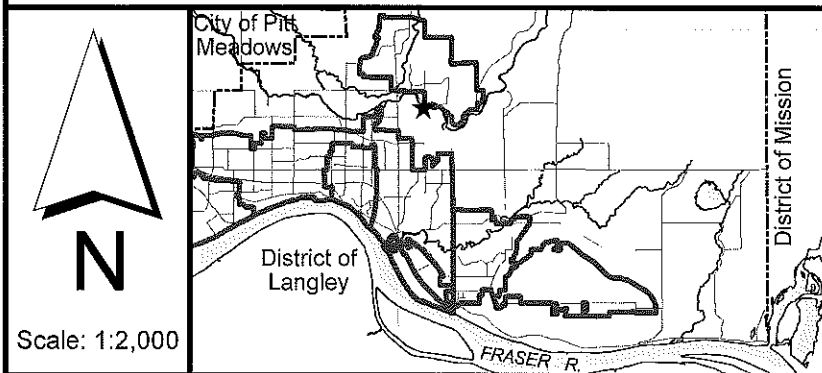
2015-253-RZ  
DATE: Aug 21, 2015

BY: JV



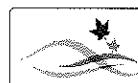
Subject Property

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



12966 235A St

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

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

FILE: Untitled

DATE: Feb 20, 2017

BY: MC

N

Scale: 1:2,000

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

February 28, 2017  
Mayor's Office

**CIRCULATED TO:**

Nicole Read, Mayor  
Chair

Ted Swabey, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

---

**1. 16-127160 BG**

LEGAL: Lot 16, District Lot 401, Group 1, New Westminster District,  
Plan BCP9284

LOCATION: 11644 227 Street

OWNER: Kathleen Ransom and Nicholas Gee

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 16-127160.**

**CARRIED**

**2. 16-130536 BG**

LEGAL: Lot 30, Section 28, Township 12, New Westminster District, Plan  
BCP17359

LOCATION: 13332 239B Street

OWNER: Daniel and Brenda Marcoux

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 16-130536.**

**CARRIED**

**3. 16-126969 BG**

LEGAL: Lot 14, Section 32, Township 12, New Westminster District, Plan  
EPP49138

LOCATION: 23041 136 Avenue

OWNER: Andrew Ma

REQUIRED AGREEMENTS: Temporary Residential Use Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING  
DOCUMENTS AS THEY RELATE TO 16-126969.**

**CARRIED**

**4. 16-114281 BG**

LEGAL: Lot 46, Section 32, Township 12, New Westminster District, Plan  
EPP22999

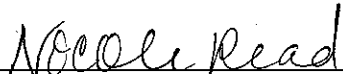
LOCATION: 13650 McKercher Drive

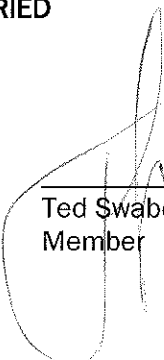
OWNER: Ranjit and Harjit Johal

REQUIRED AGREEMENTS: Secondary Suite Covenant

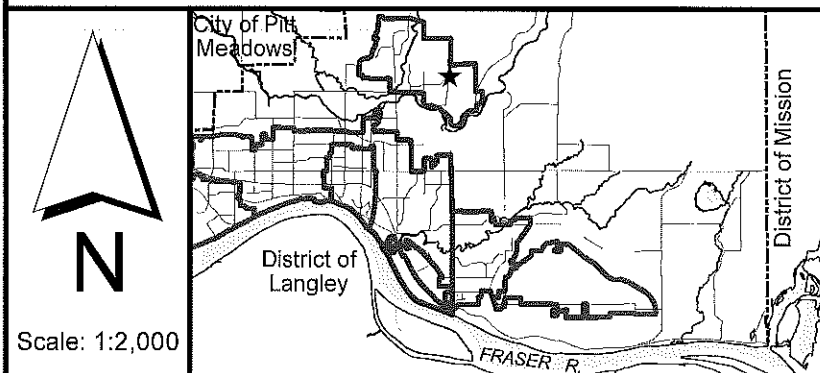
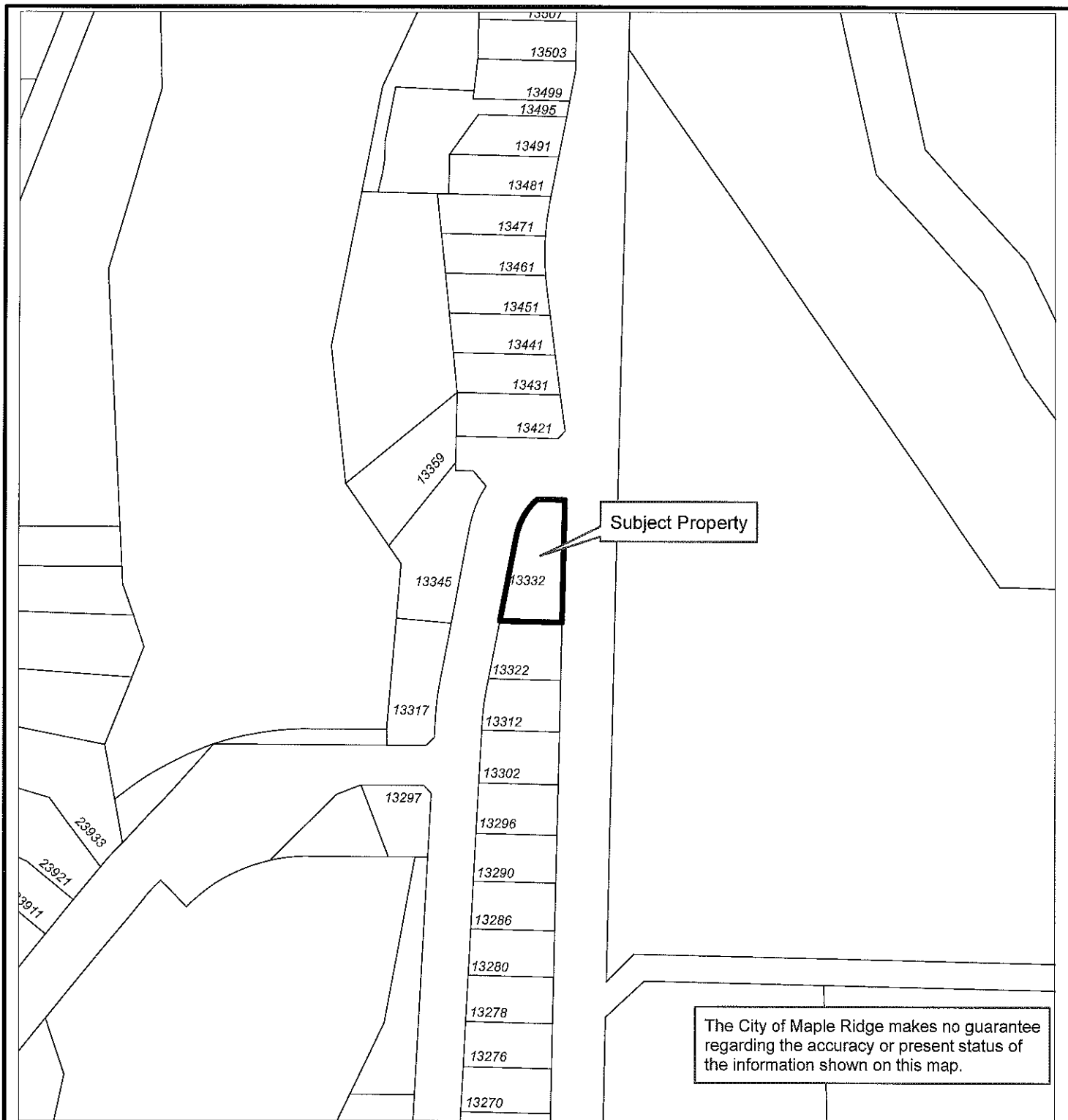
**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING  
DOCUMENTS AS THEY RELATE TO 16-114281.**

**CARRIED**

  
\_\_\_\_\_  
Nicole Read, Mayor  
Chair

  
\_\_\_\_\_  
Ted Swabey, Chief Administrative Officer  
Member





Scale: 1:2,000

13332 239B St

ENGINEERING DEPARTMENT



MAPLE RIDGE

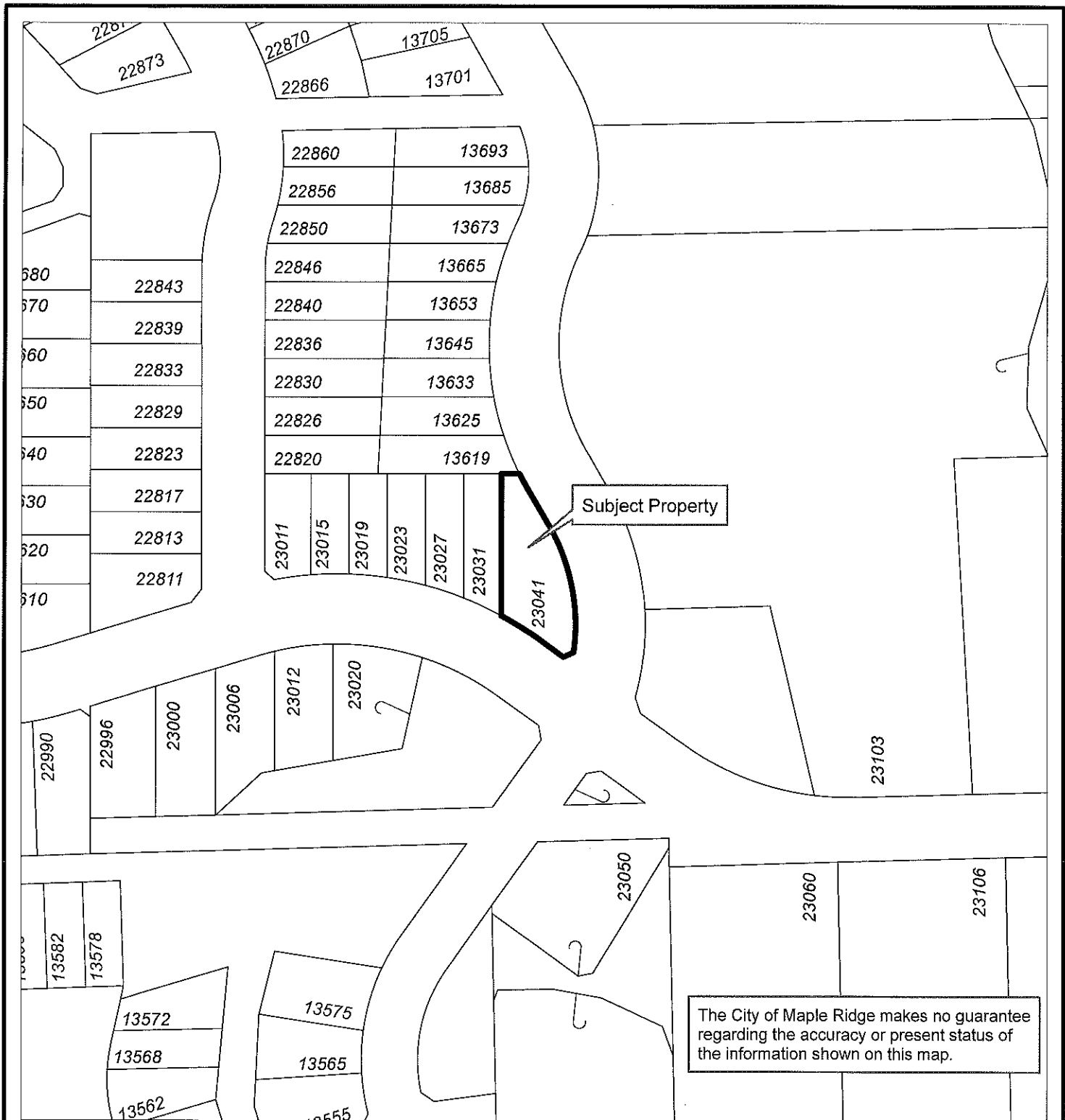
British Columbia

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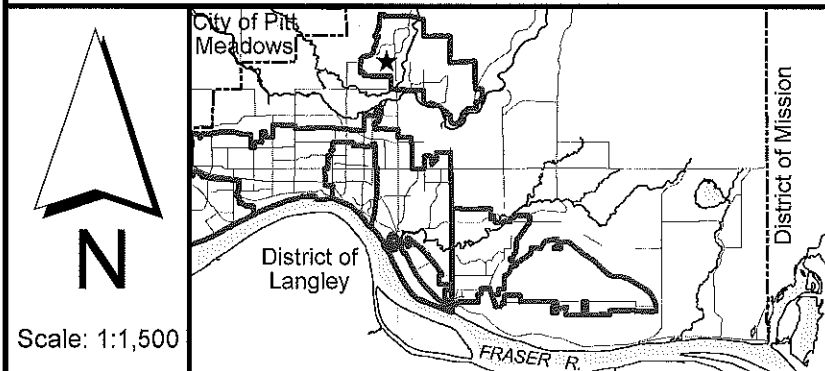
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DATE: Feb 24, 2017

BY: MC

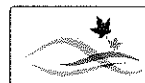


The City of Maple Ridge makes no guarantee regarding the accuracy or present status of the information shown on this map.



23041 136 Ave

ENGINEERING DEPARTMENT



MAPLE RIDGE

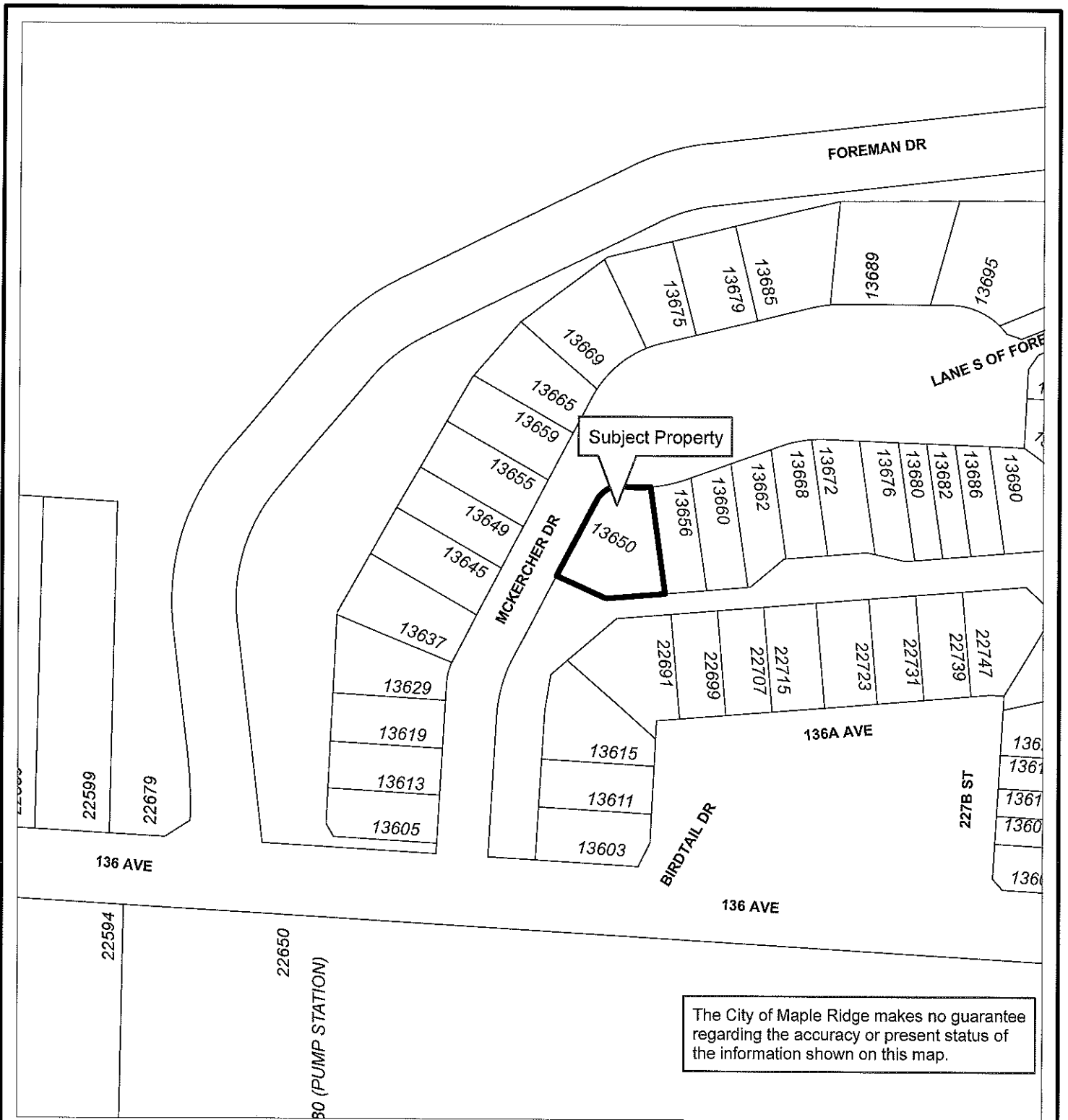
British Columbia

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

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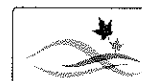
DATE: Feb 24, 2017

BY: MC



13650 McKercher Dr

ENGINEERING DEPARTMENT



MAPLE RIDGE

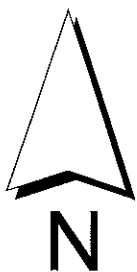
British Columbia

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

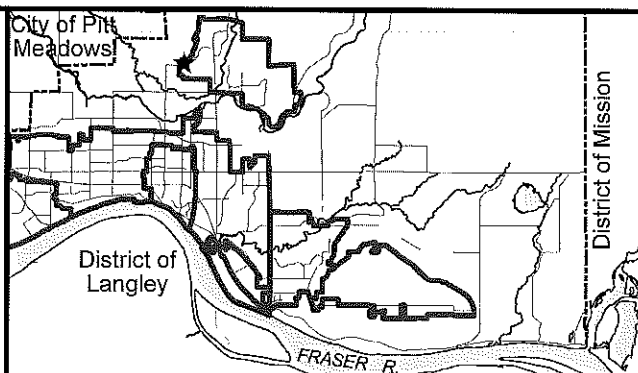
FILE: Untitled

DATE: Feb 27, 2017

BY: MC



Scale: 1:1,500





**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

February 28, 2017  
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor  
Chair

Ted Swabey, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

---

**1. 5245-20-B384**

LEGAL: Lot 766, District Lot 278, Group 1, New Westminster District,  
Plan 114

LOCATION: 11277 Dartford Street

OWNER: Randy and Margaret MacDonald

REQUIRED AGREEMENTS: Building Development Agreement

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 5245-20-B384.**

**CARRIED**

**2. 5245-20-B385**

LEGAL: Lot 763, District Lot 278, Group 1, New Westminster District,  
Plan 114

LOCATION: 11295 Dartford Street

OWNER: Kenneth and Rochelle MacDonald

REQUIRED AGREEMENTS: Building Development Agreement

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 5245-20-B385.**

**CARRIED**

**3. 2016-116367 BG**

LEGAL: Lot 3, District Lot 397, Group 1, New Westminster District,  
Plan 12785

LOCATION: 21888 Lougheed Highway

OWNER: Shayne Elliott

REQUIRED AGREEMENTS: Geotechnical Covenant  
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 2016-116367.**

**CARRIED**

**4. 2013-029-RZ**

LEGAL: Lots A and B, District Lot 399, Group 1, New Westminster District,  
Plan 13442;  
Lot 2, District Lot 399, Group 1, New Westminster District,  
Plan EPP66650

LOCATION: 22305 and 22315 122 Avenue

OWNER: 1060233 B.C. Ltd.

REQUIRED AGREEMENTS: Rezoning Servicing Agreement  
No Build Covenant  
Option to Purchase Agreement

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2013-029-RZ.**

**CARRIED**

**5. 16-119777 BG**

LEGAL: Lot 41, Section 11, Township 12, New Westminster District,  
Plan BCP33315

LOCATION: 10690 248 Street

OWNER: Joanie Sidhu

REQUIRED AGREEMENTS: Secondary Suite Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 16-119777.**

**CARRIED**

**6. 2016-382-SD**

LEGAL: (Previous) Lot 98, Section 3, Township 12, New Westminster District,  
Plan EPP53452;  
(New) Lot 1, Section 3, Township 12, New Westminster District,  
Plan EPP60756  
Lot 20, Section 3, Township 12, New Westminster District,  
Plan EPP57751;

LOCATION: 10102 247 Street and 10178 Jackson Road

OWNER: Seyem' Qwantlen Land Development Ltd.

REQUIRED AGREEMENTS: Release of Covenants (BB790849, BB1927731,  
CA2821007)

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2016-382-SD.**

**CARRIED**

**7. 16-132131 BG**

LEGAL: Lot 18, Section 32, Township 12, New Westminster District, Plan  
13709


LOCATION: 13654 224 Street

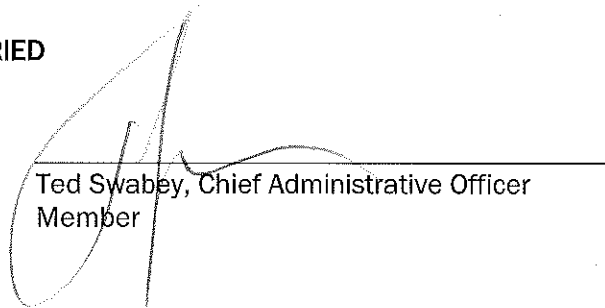
OWNER: Mohammed and Mahdiah Sadegh

REQUIRED AGREEMENTS: Flood Protection Covenant

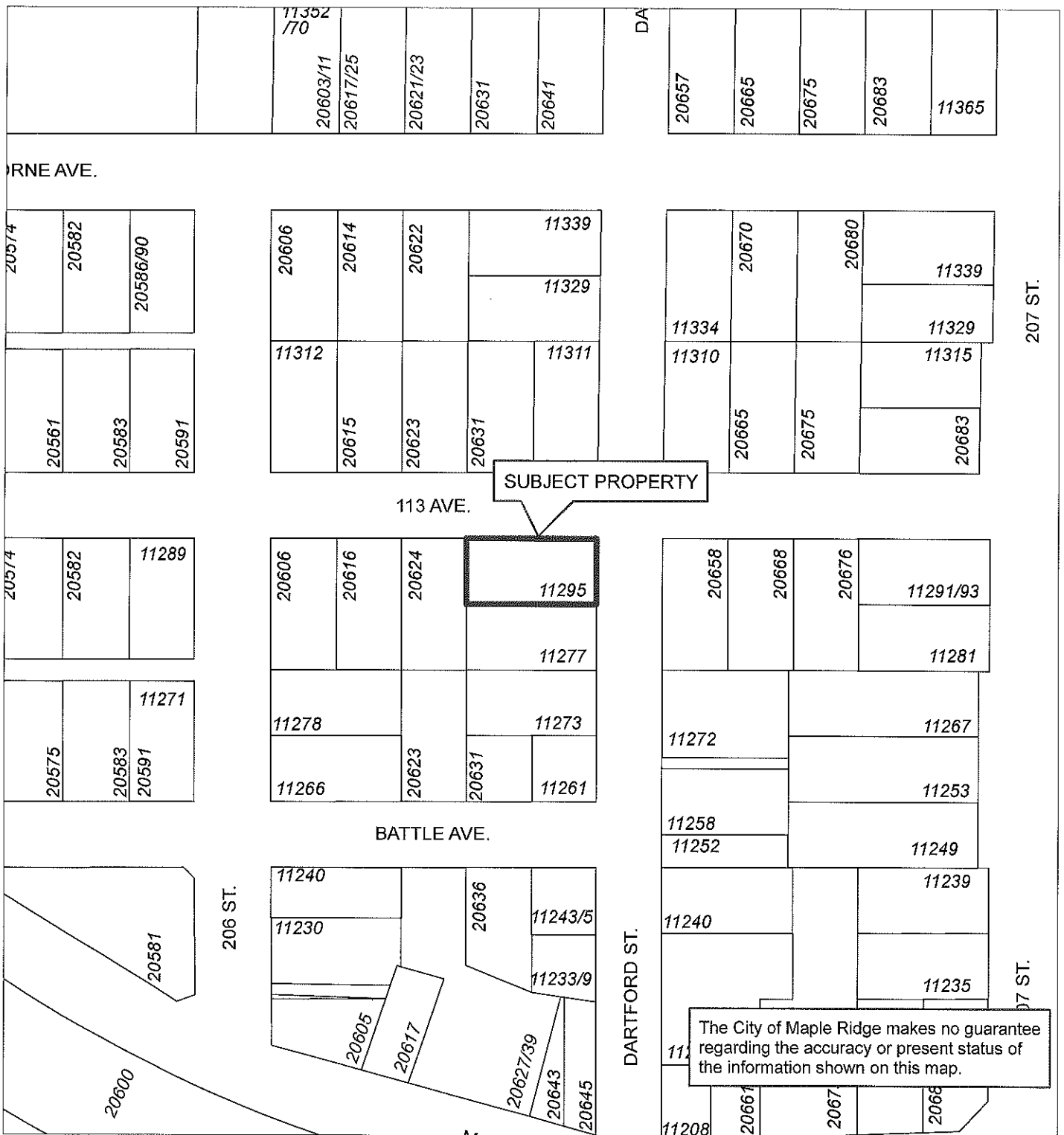
**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING  
DOCUMENTS AS THEY RELATE TO 16-132131.**

**CARRIED**

  
\_\_\_\_\_  
Nicole Read, Mayor  
Chair

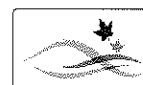
  
\_\_\_\_\_  
Ted Swabey, Chief Administrative Officer  
Member





11295 DARTFORD STREET

PLANNING DEPARTMENT



MAPLE RIDGE

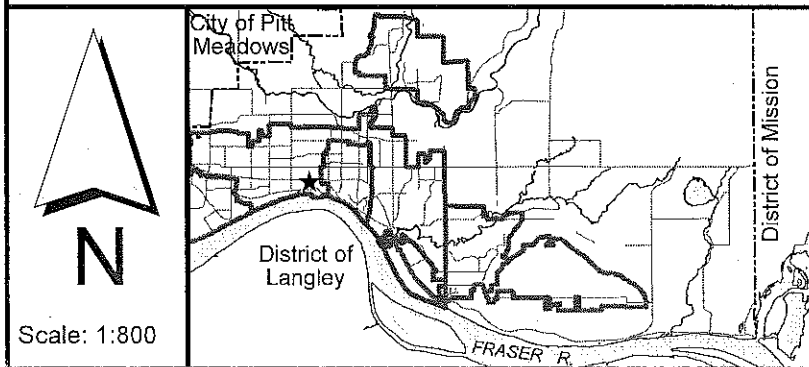
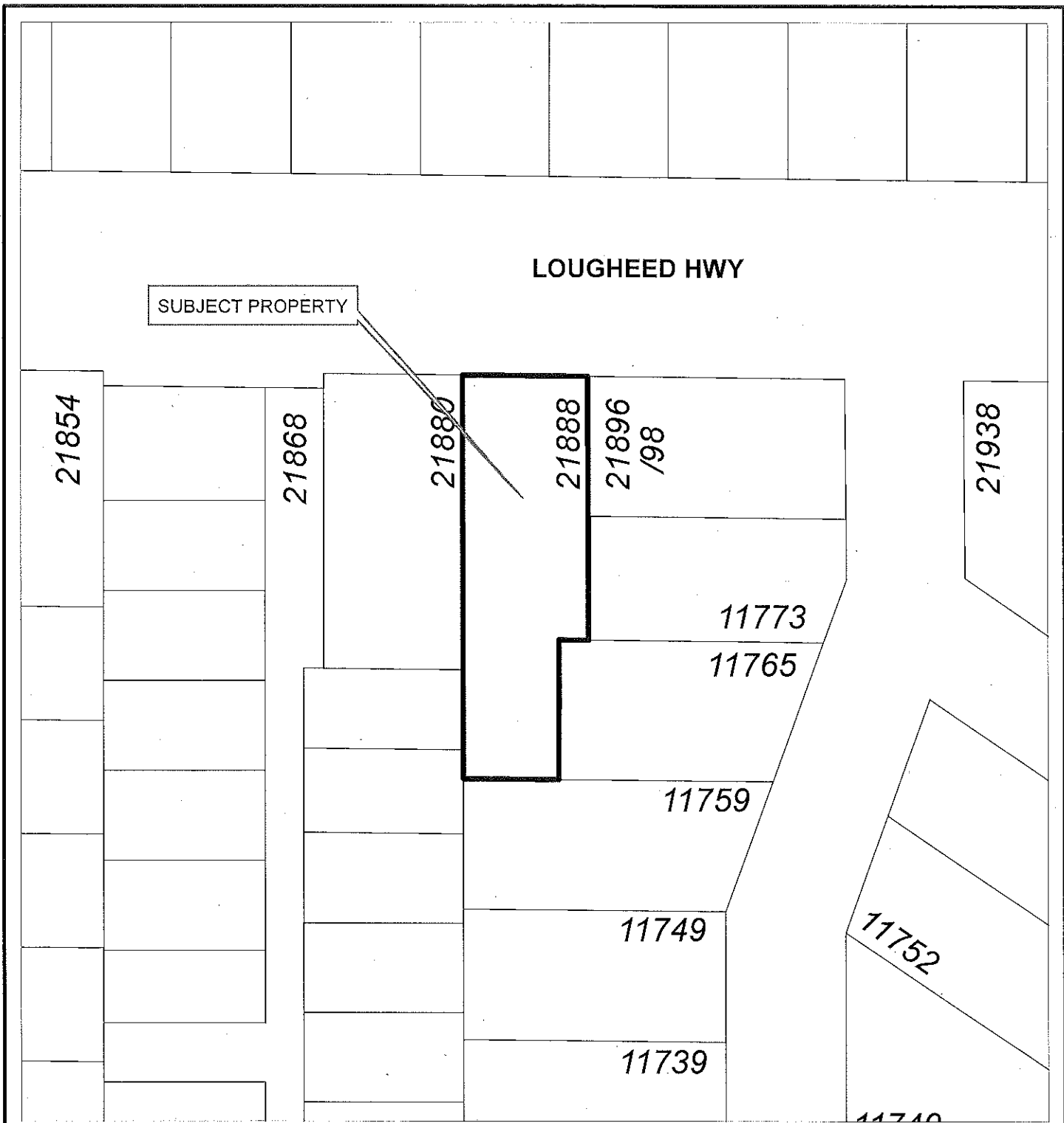
British Columbia

mapleridge.ca

FILE: Untitled

DATE: Feb 27, 2017

BY: PC



**21888 LOUGHEED HWY  
GEOTECHNICAL, GARDEN SUITE  
& PARKING COVENANTS**

LICENCES, PERMITS & BYLAWS DEPT.



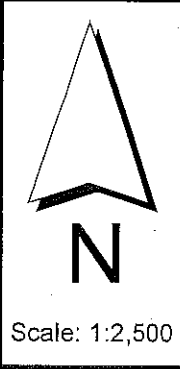
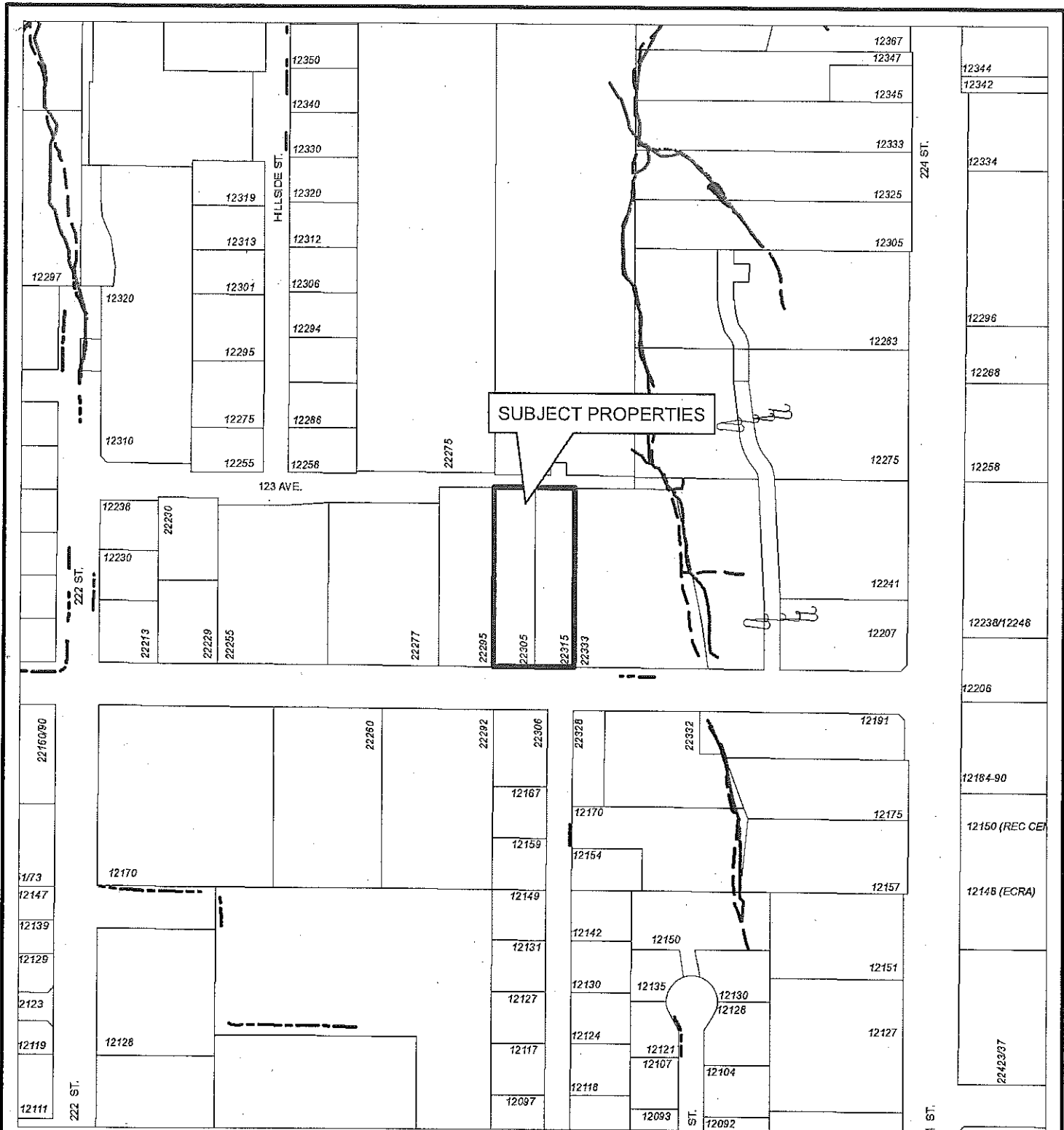
**MAPLE RIDGE**

British Columbia

**mapleridge.ca**

FILE: Untitled  
DATE: Feb 23, 2017

BY: JT



## Legend

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

22305/22315 122 Avenue

PLANNING DEPARTMENT



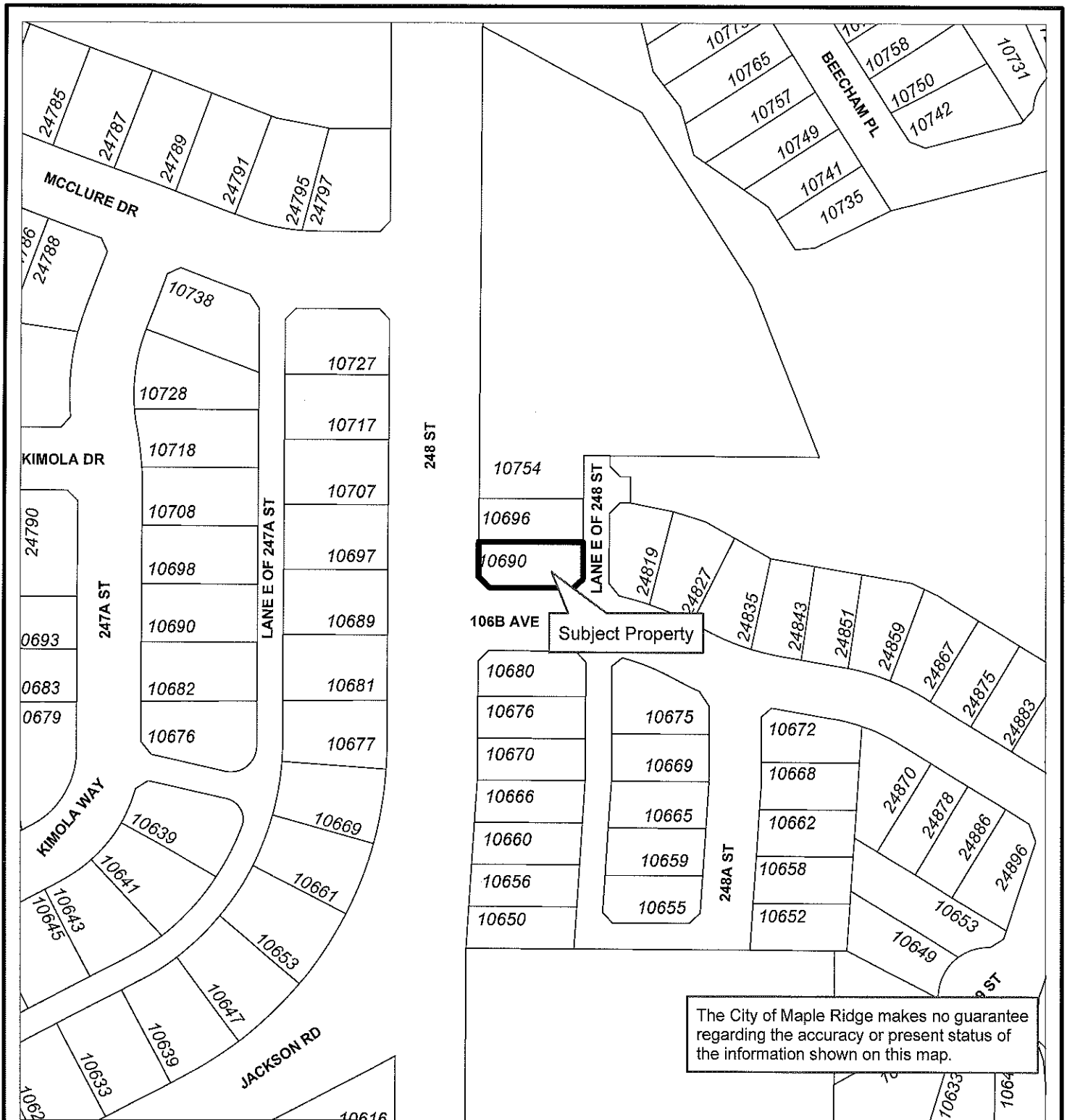
**MAPLE RIDGE**  
British Columbia

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

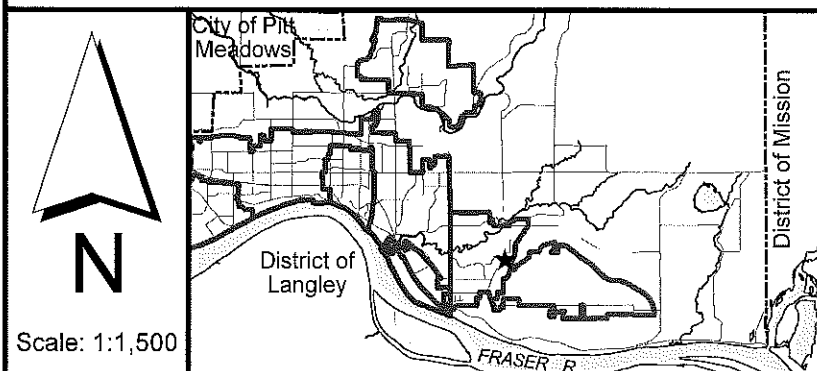
2017-018-VP  
DATE: Jan 25, 2017

BY: JV





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10690 248 St

ENGINEERING DEPARTMENT



MAPLE RIDGE

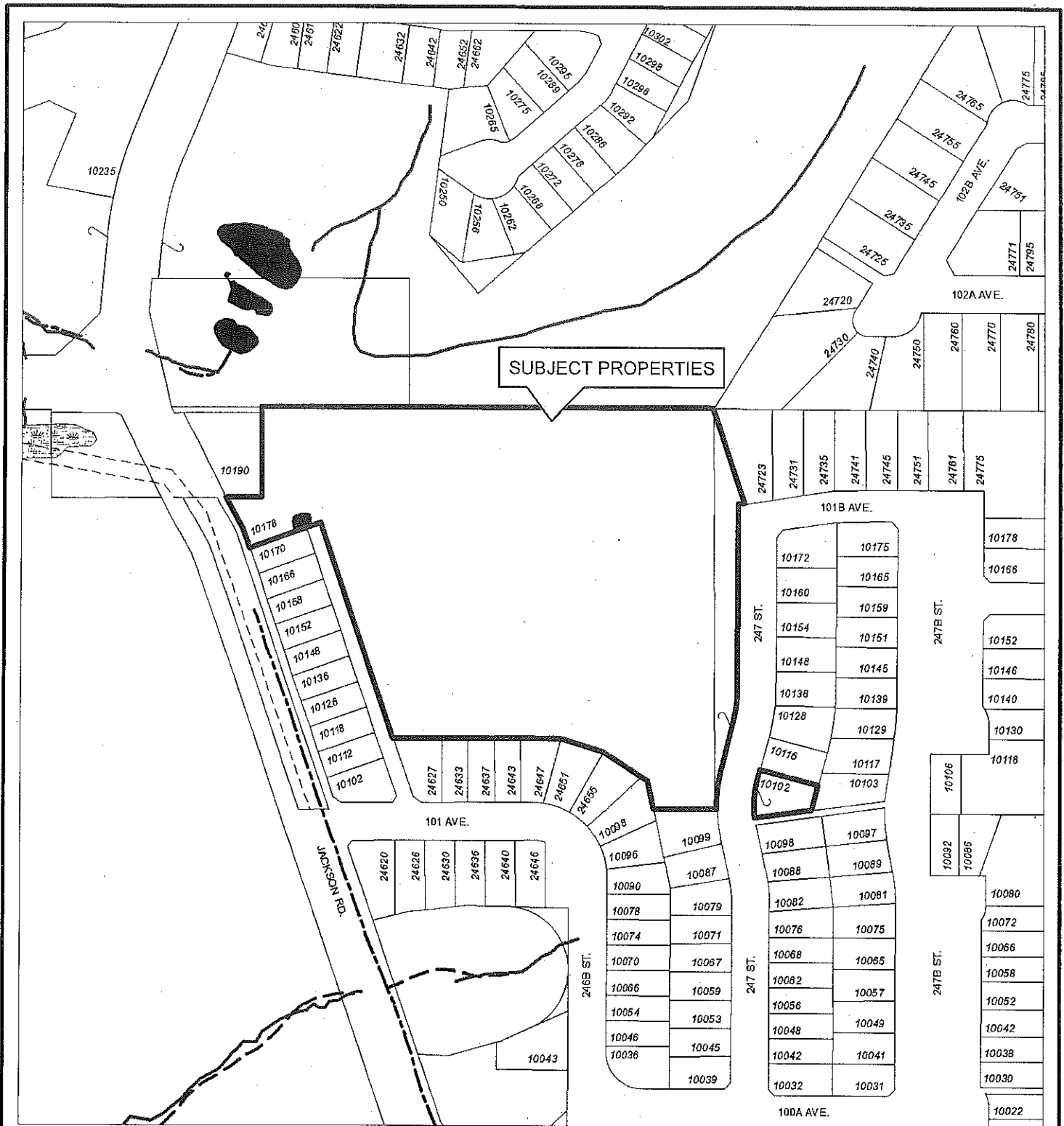
British Columbia

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

FILE: Untitled

DATE: Feb 21, 2017

BY: MC



### Legend

- Stream
- Ditch Centreline
- Edge of Marsh
- Indefinite Creek
- Lake or Reservoir
- Marsh

## 10178 JACKSON ROAD & 10102 247 STREET

PLANNING DEPARTMENT



**MAPLE RIDGE**

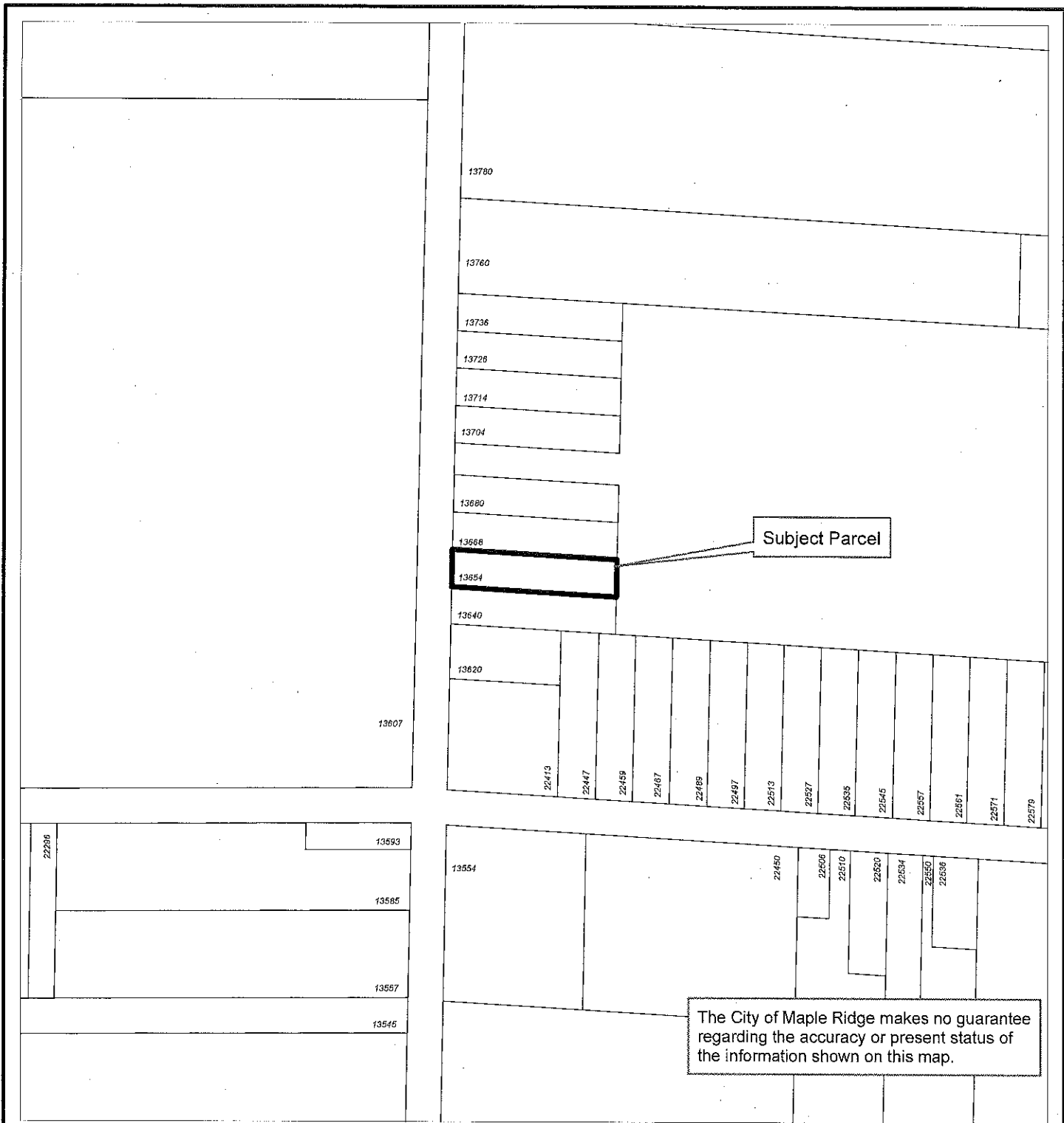
British Columbia

**mapleridge.ca**

FILE: 2016-382-SD  
DATE: Oct 6, 2016

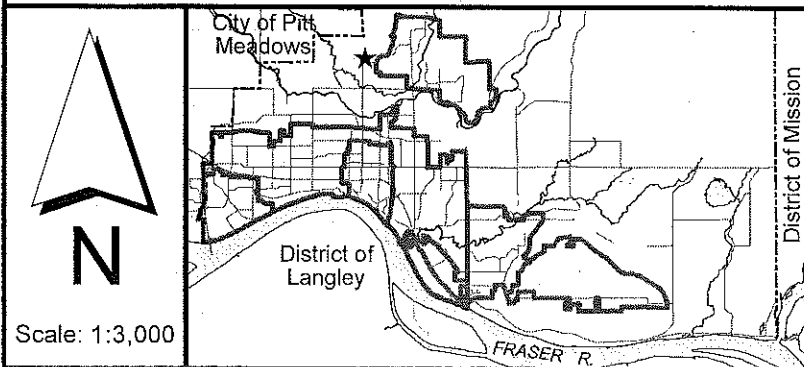
BY: PC

Scale: 1:2,500



Subject Parcel

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



## 13654 224 St. Section 219 Flood Protection Covenant

LICENCES, PERMITS & BYLAWS DEPT.



**MAPLE RIDGE**

British Columbia

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

FILE: Untitled  
DATE: Feb 27, 2017

BY: ML

CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE

March 1, 2017  
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor  
Chair

Ted Swabey, Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

---

1. 16-114983 BG

LEGAL: Lot 54, Section 3, Township 12, New Westminster District,  
Plan BCP8931

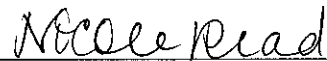
LOCATION: 10271 244 Street

OWNER: Fabio and Raheleh Lami

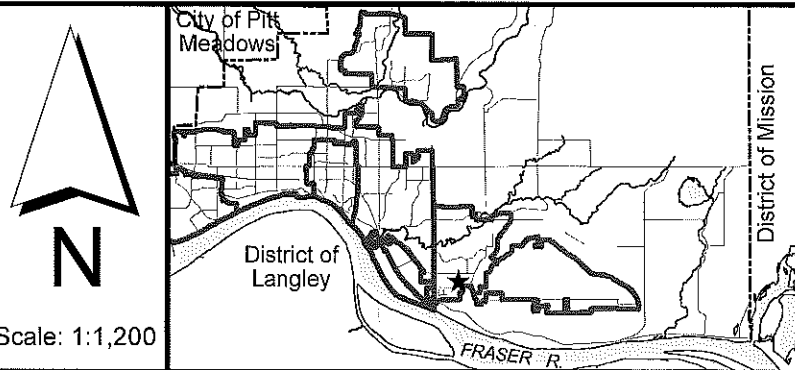
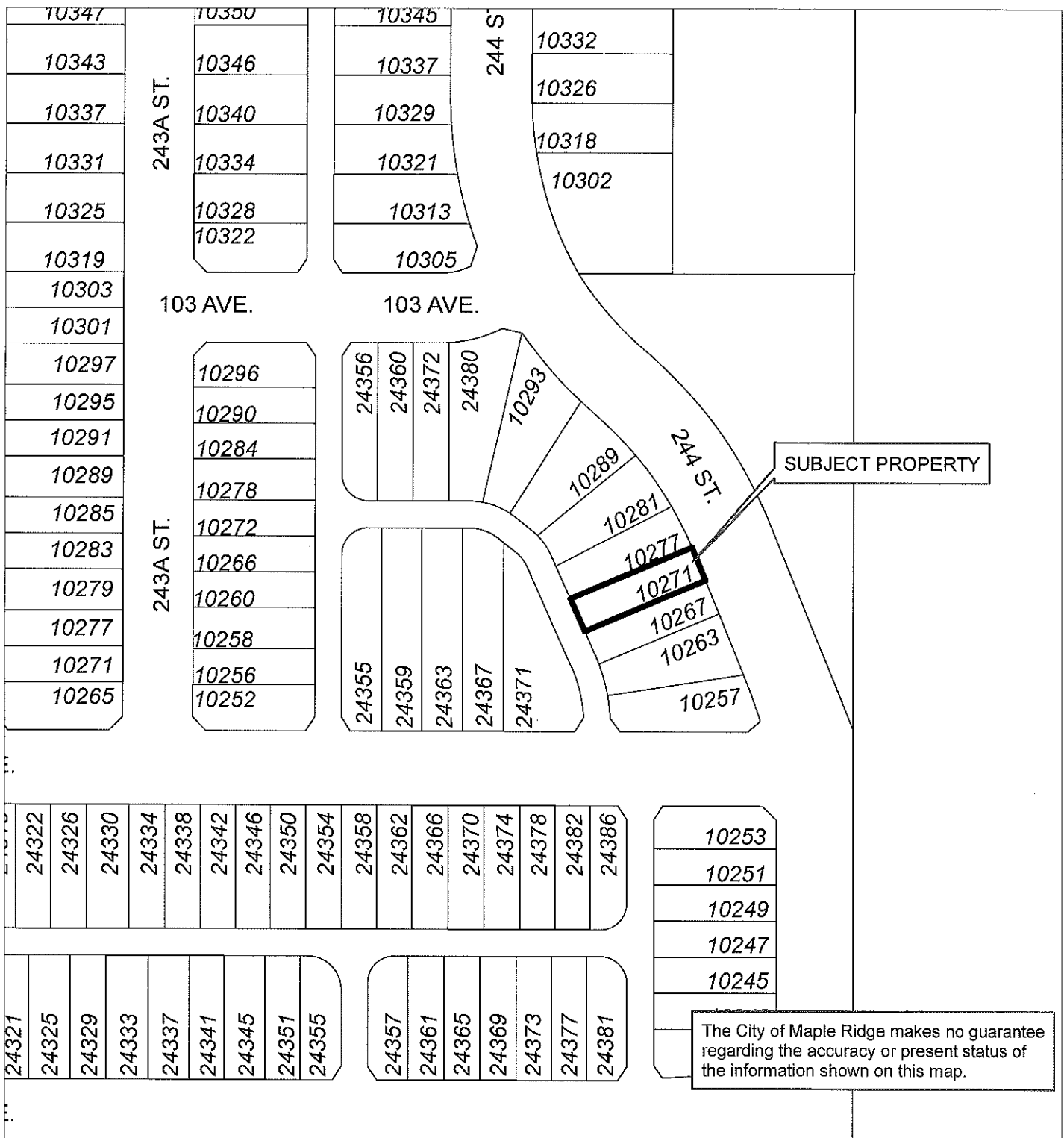
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 16-114983.

CARRIED

  
\_\_\_\_\_  
Nicole Read, Mayor  
Chair

  
\_\_\_\_\_  
Ted Swabey, Chief Administrative Officer  
Member



10271 244 Street

ENGINEERING DEPARTMENT

**MAPLE RIDGE**  
British Columbia

**mapleridge.ca**

FILE: Untitled  
DATE: Feb 28, 2017

BY: NV

City of Maple Ridge  
**ACTIVE TRANSPORTATION ADVISORY COMMITTEE**  
**MEETING MINUTES**

The Minutes of the Regular Meeting of the Environmental Advisory Committee, held in the Council Chambers, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on  
Wednesday, January 25, 2017 at 7:00 pm

---

**COMMITTEE MEMBERS PRESENT**

Alexander Lui	Fraser Health
Bijan Naghipour	Member at Large
Councillor Duncan	Council Liaison
Councillor Masse	Council Liaison – Alternate
Cpl. Steven Martin	Ridge Meadows RCMP – Traffic Services
David Rush	Cycling Rep
Ineke Boekhorst	Downtown Maple Ridge Business Improvement Association
Kino Roy	Youth Rep
Lisa Beare	School District 42 Rep
Paul Yeoman	Member at Large
Wayne Stevens	Seniors Rep

**STAFF MEMBERS PRESENT**

David Pollock	Staff Liaison / Municipal Engineer
Sunny Schiller	Committee Clerk

**REGRETS/ABSENTS**

Franklin Salguero	Member at Large
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**1. CALL TO ORDER AND INTRODUCTIONS**

The Council Liaison called the inaugural meeting of the Committee to order at 7:03 pm and introductions were made.

**2. AGENDA ADOPTION**

R17-001

It was moved and seconded

**That the agenda dated January 25, 2017 be adopted as amended.**

CARRIED

**3. BACKGROUND INFO – PURPOSE OF THE ADVISORY COMMITTEE**

The Staff Liaison provided information on the mandate of the Active Transportation Advisory Committee. Procedures and potential issues for the committee to explore were explained.

Note: Bijan Naghipour entered at 7:18 pm.

#### **4. ADVISORY COMMITTEE PROCEDURES**

##### **4.1 Roles, Responsibilities, Procedures**

The Council Liaison shared information on Advisory Committee roles, responsibilities and procedures.

##### **4.2 The Role of the Chair and the Election Process**

The Council Liaison and Committee Clerk provided information on the role of the Chair, Vice-Chair and the election process. ATAC elections will be held in a couple of months.

#### **5. NEW BUSINESS**

##### **5.1 Transportation Overview**

The Staff Liaison provided transportation related information. Topics included the Strategic Transportation Plan, the provincial Ministry of Transportation and Infrastructure, Translink, traffic calming.

#### **6. ROUNDTABLE**

Paul Yeoman asked some questions regarding transit which were answered by the Staff Liaison.

Ineke Boekhorst reported the BIA is very interested in both speed limits in the town centre and bicycling on sidewalks.

Wayne Stevens asked about how feedback from advisory committees is used by Council. Councillor Duncan clarified the process. Mr. Stevens asked about funding for projects within the plan.

Alexander Lui shared information from a recent Translink Handidart review session. Mr. Lui shared some feedback that was provided by Fraser Health to the City in regards to the redevelopment of 232<sup>nd</sup> Street. In response to a question by Mr. Lui the Staff Liaison shared information about how the City and School District 42 work together on school transportation issues.

Kino Roy asked about the accessibility of sidewalks. The Staff Liaison provided information on the process for improving existing let downs.

David Rush shared that cycling is a way to avoid creating CO2 emissions. Mr. Rush shared some statistics from the Ministry of Environment regarding cycling in Maple Ridge and shared his thoughts on CO2 emissions. Mr. Rush shared some of his experiences cycling in Maple Ridge.

Lisa Beare reported that School District 42 and the City have met regarding school transportation.

Councillor Masse shared that he sits on the Metro Environmental Advisory Committee and sees overlaps between the work of the Active Transportation Advisory Committee, the Environmental Advisory Committee and the Economic Development Commission. Councillor Masse shared information on CO2 emissions.

**7. QUESTION PERIOD**

**8. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 8:12 pm.

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Chair

/ss



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

The Minutes of the Regular Meeting of the Agricultural Advisory Committee, held in the Blaney Room,  
at Maple Ridge Municipal Hall on Thursday, November 24, 2016 at 7:00 pm.

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**COMMITTEE MEMBERS PRESENT**

Margaret Daskis, Chair	Member at Large
Candace Gordon	Haney Farmers Market Society
Ian Brooks	Member at Large
Al Kozak	Agricultural Sector
Chris Zabek	Regional Agrologist, Ministry of Agriculture & Lands
Councillor Speirs	City of Maple Ridge
Bill Hardy	Member at Large
Stephanie James, Vice-Chair	Equestrian Agricultural Sector

**STAFF MEMBERS PRESENT**

Siobhan Murphy	Staff Liaison / Planning Department
Sunny Schiller	Committee Clerk

**GUESTS**

**REGRETS/ABSENTS**

Lorraine Bates	Agricultural Fair Board
Tony Pellet	Agricultural Land Commission
Jennifer Zickerman	Agricultural Sector

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**1. CALL TO ORDER**

There being a quorum present the Chair called the meeting to order at 7:01 pm.

**2. AGENDA ADOPTION**

R16-024

It was moved and seconded

**That the Agenda dated November 24, 2016 be adopted.**

CARRIED

**3. MINUTE APPROVAL**

R16-025

It was moved and seconded

**That the Minutes of October 27, 2016 be approved.**

CARRIED

**4. DELEGATIONS – Nil**

**5. NEW & UNFINISHED BUSINESS**

**5.1 Backyard Chickens**

No update.

**5.2 Metro Vancouver AAC Update**

The Chair attended the Metro Vancouver Water Forum. Protection of farm land from climate change, roads, storage of water, and agricultural water use vs. personal water use were all topics discussed at the forum. The Chair will email her notes to the Committee.

**5.3 Municipal Water Pricing**

No update.

**5.4 Farm Home Plate Regulations – Direction from Council on November 21, 2016**

The Staff Liaison reported the Farm Home Plate Regulations zoning bylaw amendment has received first and second reading. The Committee discussed the regulations. At the November 21, 2016 Workshop Council directed the AAC to review and prepare a report on farm home plate regulations for agricultural lands not in the Agricultural Land Reserve. The Committee discussed what information would be needed for a report. The Staff Liaison will research the requested information and report back to a future meeting.

**6. SUB-COMMITTEE REPORTS**

**6.1 Golden Harvest 2016 Subcommittee Update**

Candace Gordon provided the final report on Golden Harvest 2016. The event was negatively affected by bad weather and a lack of advertising. The event was well organized and the food was good. Craft beer was included for the first time. Plans for next year were discussed. A subcommittee will be formed in January for Golden Harvest 2017.

**6.2 Education Subcommittee**

Al Kozak reported notified the Committee of the upcoming Sustainable Farming event this Saturday, November 26. The event will feature the stories of people who have left other careers to successfully farm.

**6.3 True North Fraser Subcommittee**

Stephanie James provided updated True North Fraser documentation for review by the Committee. Ms. James proposed the TNF Subcommittee administer the program during the first year and provide reports back to AAC. Once established the plan is to have the Economic Development office administer the TNF program. It was suggested the compostable stickers be used.

Resources needed to launch the program were discussed, along with potential timelines.

R16-026

It was moved and seconded

**That the True North Fraser Agriculture Brand program – Acceptance and User Criteria report be accepted and the subcommittee be authorized to proceed to Phase Two of the action plan task list.**

CARRIED

#### **6.4 Food Distribution Subcommittee**

Al Kozak reported that a grant application has been submitted to Investment Agriculture Foundation for funding to investigate potential food distribution models. Mr. Kozak thanked the Staff Liaison for her work on the application and reported he had learned a lot through the process. Mr. Kozak reported on discussions had with existing business in regards to a food distribution system.

Mr. Kozak recently spoke with Mr. Christian Cowley with the CEED Centre in regards to a potential food hub facility in Mission. Mr. Kozak, the Chair and a representative of the Haney Farmers Market have been invited to attend the meeting. The Staff Liaison will update the Economic Development office about the process.

#### **7. CORRESPONDENCE - Nil**

#### **8. ROUNDTABLE**

Chris Zabek encouraged members to attend the Sustainable Agriculture forum on Saturday.

Candace Gordon reported the Food Asset Inventory will be done this year. Ms. Gordon is considering different methods to communicate the information collected. Ms. Gordon reported the Child Poverty Report Card states that one in five children in BC lives in poverty. Ms. Gordon reported that statistic has been consistent over many years and also commented on the number of food bank users in BC. Ms. Gordon reported the upcoming holiday season is an important time for charitable organizations to collect donations. Ms. Gordon would like to have a discussion around combatting hunger in the future.

Al Kozak thanked Siobhan Murphy for her work on the Investment Agriculture Foundation application. Mr. Kozak suggested inviting a guest speaker to future Golden Harvest events.

Al Hardy reported on the Communities in Bloom awards in October. Mr. Hardy shared information on a Green Cities initiative being launched by the Canadian Nursery and Landscape Association. Mr. Hardy shared information on other environmental initiatives around the world.

Councillor Speirs answered questions from the Committee, including an update on the proposed civic centre facility and the Albion plan.

Margaret Daskis encouraged other committee members to consider representing the AAC at the Metro Vancouver AAC beginning in the new year.

#### **9. QUESTION PERIOD - Nil**

**10. ADJOURNMENT – 9:06 pm**

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Chair

/ss



The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Tuesday, January 3, 2017 at 7:00 pm

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**COMMISSION MEMBERS PRESENT**

Brenda Smith, Chair	Maple Ridge Historical Society
Julie Koehn	Maple Ridge Historical Society
Len Pettit	Member at Large
Kevin Bennett	Community Member
Russell Irvine	Member at Large
Steven Ranta, Vice-Chair	Member at Large

**STAFF PRESENT**

Lisa Zosiak	Staff Liaison, Community Planner
Sunny Schiller	Committee Clerk

**GUESTS**

Erica Williams	President, Maple Ridge Historical Society
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**REGRETS/ABSENT**

Councillor Craig Speirs	Council Liaison
Eric Phillips	Member at Large

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**1. CALL TO ORDER**

There being a quorum present, the Staff Liaison called the meeting to order at 7:03 pm.

**2. 2017 CHAIR AND VICE-CHAIR ELECTIONS**

R17-001

It was moved and seconded

**That Brenda Smith be appointed 2017 Community Heritage Commission Chair.**

CARRIED

R17-002

It was moved and seconded

**That Steven Ranta be appointed as 2017 Community Heritage Commission Vice-Chair.**

CARRIED

With Elections complete Brenda Smith began chairing the meeting.

**3. AGENDA ADOPTION**

R17-003

It was moved and seconded

**That the agenda dated January 3, 2017 be amended to add Item 7.1.3 Cultural Strategic Plan Update and be adopted as amended.**

CARRIED

**4. MINUTES APPROVAL**

R17-004

It was moved and seconded

**That the Minutes of the December 8, 2016 meeting be approved.**

CARRIED

**5. FINANCE**

**5.1 Financial Update**

Russell Irvine provided a verbal update on the current CHC budget balance. Mr. Irvine reminded Commission members to track their volunteer hours, as this information is useful for plans and reports.

**6. CORRESPONDENCE**

The current BC Historical Federation newsletter was shared.

**7. NEW & UNFINISHED BUSINESS**

**7.1 Membership**

**7.1.1 Calendar of Events**

The Chair provided a verbal update on the calendar of events.

**7.1.2 CHC 2017 Meeting Schedule Review**

After discussion it was agreed that the Commission would hold meetings on September 7 and December 7 to avoid conflicting with Council meetings.

**7.1.3 Community Cultural Strategic Plan Update**

The Cultural Plan update is launching in February 2017. The Committee Clerk will re-forward an invitation to contribute to the update group.

**7.1.4 Tourism Task Force**

Russell Irvine will represent the CHC on the Tourism Task Force.

**7.1.5 Canada 150**

The Chair confirmed the City has obtained a grant to celebrate Canada 150. Potential plans were shared.

**8. SUBCOMMITTEE REPORTS**

**8.1 Communications Subcommittee**

**8.1.1 Local Voices**

The Chair reported the next session starts February 2 at the library.

**8.1.2 Communications Package**

The Chair reported a consultant has been engaged to refresh the CHC communications package.

## **8.2 Recognitions Subcommittee**

### **8.2.1 Heritage Week Subcommittee**

The Chair shared details of plans for Heritage Week. Erica Williams, President, Maple Ridge Historical Society will host two walking tours, one of downtown and one of the cemetery.

### **8.2.2 Heritage Awards 2017 Nominations**

The Heritage Awards will be held February 16, 2017.

### **8.2.3 Review of Heritage Awards Annual Nomination Deadlines**

The Chair reminded the Commission of the need to review deadlines from organizations such as Heritage BC and the BC Historical Federation to ensure nomination deadlines are not missed. This topic will be revisited at an upcoming meeting.

## **8.3 Education Subcommittee**

### **8.3.1 BC Societies Act Workshop**

The Chair reported on the transition to the new BC Societies Act and plans for a workshop.

### **8.3.2 Oral History Training**

The Chair reported on plans to provide a training workshop for those interested in doing an oral history project. This training will be available to the public and is planned for February 18.

### **8.3.3 Museum and Archives Field Trip**

The Chair reported on a planned guided tour of the City of Vancouver Archives and the Museum of Vancouver.

## **8.4 Maple Ridge Oral History Project**

Steve Ranta provided an update on the Oral History subcommittee, which met in December. The group is working to include a broad spectrum of the community in the project and asked the Commission to share suggestions. Mr. Ranta shared next steps. The Staff Liaison will schedule the next meeting of the subcommittee.

## **8.5 Digitization Project Subcommittee**

The Chair reported on the current status of the digitization project.

## **8.6 Heritage Inventory Project Update**

The Staff Liaison will be meeting with consultant Donald Luxton to determine next steps and a project timeline. The Chair raised the need to discuss software requirements for the Heritage Inventory (and the Digitization project) with the City.

## **8.7 Robertson Family Cemetery Project Subcommittee**

The Chair provided a document recently found in the BC Crown Lands database that is now the earliest record on file related to the property.

## **8.8 Museum and Archives Update**

The Commission discussed ideas for a Maple Ridge Museum and Archives building. Russell Irvine shared information from a recent newspaper article regarding the new North Vancouver museum facility.

## **9. LIAISON UPDATES**

### **9.1 BC Historical Federation**

The Chair provided information on BC Historical Federation newsletter subscriptions. Information regarding the annual BC Historical Federation conference in May 2017 in Chilliwack was shared.

### **9.2 Heritage BC**

The Chair reported provided an update on services provided by Heritage BC.

**9.3 BC Museums Association**

The Commission discussed museum and heritage features in other local municipalities.

**9.4 Maple Ridge Historical Society**

No update.

**9.5 Council Liaison**

No update.

**10. QUESTION PERIOD**

**11. ROUNDTABLE**

The Chair will report to Council on March 28, 2017. Members were asked to provide relevant photos and suggestions to the Chair for the presentation.

**12. ADJOURNMENT**

It was moved that the meeting be adjourned at 8:32 pm.

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Chair

/ss





The Minutes of the Regular Meeting of the Community Heritage Commission, held in the Blaney Room, at Maple Ridge Municipal Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Tuesday, February 7, 2017 at 7:00 pm

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**COMMISSION MEMBERS PRESENT**

Brenda Smith, Chair	Maple Ridge Historical Society
Councillor Craig Speirs	Council Liaison
Eric Phillips	Member at Large
Julie Koehn	Maple Ridge Historical Society
Kevin Bennett	Member at Large
Len Pettit	Member at Large
Russell Irvine	Member at Large
Steven Ranta, Vice-Chair	Member at Large

**STAFF PRESENT**

Lisa Zosiak	Staff Liaison, Community Planner
Sunny Schiller	Committee Clerk

**GUESTS**

Erica Williams	President, Maple Ridge Historical Society
Cees van de Mond	Member of the Public

**REGRETS/ABSENT**

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**1. CALL TO ORDER**

There being a quorum present, the Chair called the meeting to order at 7:05 pm.

**2. AGENDA ADOPTION**

R17-005

It was moved and seconded

**That the agenda dated February 7, 2017 be adopted.**

CARRIED

**3. MINUTES APPROVAL**

R17-006

It was moved and seconded

**That the Minutes of the January 3, 2017 meeting be approved.**

CARRIED

**4. DELEGATIONS - Nil**

**5. FINANCE**

**5.1 Financial Update**

Russell Irvine reviewed the current Commission budget. The Chair provided information on funds through Canada 150. It was confirmed the budget has been approved by Council.

**6. CORRESPONDENCE**

**6.1 Sandra Ayres - Museum Design Report**

A report from Sandra Ayres on a "Museum Design – Creating Cultural Capital" lecture has been distributed to the Commission. The Chair will reply thanking Ms. Ayres for the information.

**6.2 Heritage Day at Haney Farmers Market**

An email inviting the Commission to participate in a Heritage Day event at the Haney Farmer's Market on June 10, 2017 has been received. Steven Ranta and Len Pettit volunteered to work on creating a Community Heritage Commission display for the event. The Chair will confirm the Commission's participation to the Haney Farmer's Market.

**7. NEW & UNFINISHED BUSINESS**

**7.1 Membership**

**7.1.1 Calendar of Events**

The Chair reviewed the calendar of events which details many heritage related activities coming up in 2017. Updated meeting schedule and membership list have been distributed to the Commission.

**7.1.2 Committee Structure 2017**

The Chair reviewed the current structure of the Community Heritage Commission.

**7.2 Cultural Plan Update**

The Chair and Staff Liaison reported on the recent meeting of the Cultural Plan Task Group. The Staff Liaison will forward information regarding upcoming meetings to the Commission. Steven Ranta shared his thoughts on the cultural plan update process.

**7.3 Tourism Strategy**

Russell Irvine shared information regarding the development of the draft Tourism Strategy. Commission members were encouraged to share their thoughts regarding the project directly to Mr. Irvine.

**7.4 Canada 150**

The Federation of Canadian Municipalities has confirmed the CHC Chair as the Canada 150 Community Leader for Maple Ridge for the 150<sup>th</sup> anniversary of confederation.

The Chair shared information on two CHC Canada 150 work groups. The Chair, Kevin Bennett and Cees van de Mond are working with Parks, Recreation and Culture, and Maple Ridge Artists in Residence on a geocaching project. The second work group includes the Chair and Julie Koehn working with the Maple Ridge Library, Maple Ridge Family History Group and Ridge Meadows Seniors Network to refresh and relaunch the Library's Reminisce Kits.

R17-007

It was moved and seconded

**That the plan for the refreshment of the Reminiscence Kits be approved and \$1500 be allocated from the Community Heritage Commission budget for this project.**

CARRIED

**7.5 Tax Assessments**

Russell Irvine raised a question about the provincial policy regarding tax assessments for historic sites and shared information on a provincially and nationally recognized historic site that recently received an unexpected tax assessment.

**7.6 Private Members Bill Tax Credit**

The Chair reviewed a message received from BC Heritage asking for support for a private members Bill that would provide a tax credit for the rehabilitation of historic buildings. The Staff Liaison provided additional details on the Bill.

R17-008

It was moved and seconded

**That the CHC recommend that Council consider supporting Bill C-323: *An Act to Amend the Income Tax Act (Rehabilitation of Historic Property)* which was tabled in Parliament in December 2016.**

CARRIED

**7.7 BC Museum Funding**

The Chair provided information on a provincial fund to support museum related capital projects.

**8. SUBCOMMITTEE REPORTS**

**8.1 Communications Subcommittee**

**8.1.2 Communications Package**

The Commission reviewed proposed designs for the CHC logo refresh and provided feedback.

**8.1.1 Local Voices**

The Chair reported on the February session of Local Voices.

**8.2 Recognitions Subcommittee**

**8.2.1 Heritage Week Subcommittee**

The Commission reviewed the poster for Heritage Week. RSVPs for Heritage Week events should be sent to the Staff Liaison.

**8.2.2 Heritage Awards 2017 Nominations**

The Heritage Awards will be held February 16, 2017.

**8.2.3 Review of Heritage Awards Annual Nomination Deadlines**

Postponed to a future meeting.

**8.3 Education Subcommittee**

**8.3.1 BC Societies Act Workshop**

The planning of the workshop is currently on hold.

**8.3.2 Oral History Training**

A workshop on how to create an Oral History project will be held at City Hall on February 18.

**8.3.3 Heritage BC Webinars**

The Chair and Staff Liaison shared information on upcoming Heritage BC Webinars. Russell Irvine will attend the "Heritage and Cultural Tourism" Webinar March 17<sup>th</sup>. Space has been booked at City Hall to allow participation in the webinars.

R17-009

It was moved and seconded

**That funds of \$75 be approved for participation in the Heritage BC webinars.**

CARRIED

**8.4 Maple Ridge Oral History Project**

Steven Ranta provided an update on the Oral History project. A list of potential story contributors will be shared with the Commission and further suggestions should be sent directly to Mr. Ranta.

**8.5 Digitization Project Subcommittee**

The Chair reported on the current status of the digitization project.

**8.6 Heritage Inventory Project Update**

The Chair reported a workshop was held on January 30<sup>th</sup> in regards to the project and the project is ongoing.

**8.7 Robertson Family Cemetery Project Subcommittee**

An update will be provided at a future meeting.

**8.8 Museum and Archives Update**

The Chair shared details about recent announcements of funding for museums in North Vancouver and Surrey and reported on a January meeting to discuss facilities for Maple Ridge. Councillor Speirs reported on the planning process.

**9. LIAISON UPDATES**

**9.1 BC Historical Federation**

The BC Historical Federation conference will be held in Chilliwack this year.

**9.2 Heritage BC**

The Staff Liaison shared the Heritage BC Heritage Week poster.

**9.3 BC Museums Association**

No update.

**9.4 Maple Ridge Historical Society**

Julie Koehn reported that damage to the Wharfinger's office building continues to be a problem. Preparations for the Heritage Tea and Music on the Wharf are underway.

**9.5 Council Liaison**

No update.

**10. QUESTION PERIOD - Nil**

**11. ROUNDTABLE**

The Staff Liaison shared information on Township of Langley Heritage Week events.

**12. ADJOURNMENT**

It was moved that the meeting be adjourned at 9:10 pm.

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Chair

/ss

City of Maple Ridge  
***PUBLIC ART STEERING COMMITTEE MEETING MINUTES***

The Minutes of the Regular Meeting of the Public Art Steering Committee, held in the Coho Room, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Tuesday, January 24, 2017 at 3:00 p.m.

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**COMMITTEE MEMBERS PRESENT**

Barbara Duncan	Arts Council Representative / Curator, ACT Art Gallery
Councillor Duncan	City of Maple Ridge
Leanne Koehn	Community at Large Member
Susan Hayes, Chair	Artist
Wayne Bissky	Architect
Wan-Yi Lin	Artist

**STAFF MEMBERS PRESENT**

Sunny Schiller	Committee Clerk
Yvonne Chui	Manager, Arts and Community Connections

**GUESTS**

**REGRETS/ABSENTS**

Donald Luxton	Cultural Resource Management Consultant
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**1. WELCOME AND INTRODUCTIONS**

There being a quorum present the Chair called the meeting to order at 3:04 pm.

**2. 2017 CHAIR AND VICE-CHAIR ELECTIONS**

R17-001

It was moved and seconded

**That Wayne Bissky be appointed 2017 Chair.**

CARRIED

R17-002

It was moved and seconded

**That Leanne Koehn be appointed 2017 Vice-Chair.**

CARRIED

Susan Hayes was thanked for her contributions to the Committee. Ms. Hayes chaired the meeting.

**3. AGENDA ADOPTION & MINUTE APPROVAL**

R17-003

It was moved and seconded

**That the Agenda dated January 24, 2017 be adopted.**

CARRIED

R17-004

It was moved and seconded

**That the Minutes of November 29, 2016 be amended to correctly identify the Maple Ridge Community Foundation and be adopted as corrected.**

CARRIED

**4. DELEGATIONS – Nil**

**5. QUESTION PERIOD – Nil**

**6. NEW BUSINESS**

**6.1 Recruitment and Bylaws Amendment**

The Staff Liaison provided an update on the Committee membership and bylaw.

**6.2 Andres Schniter Proposal – Update**

The Committee reviewed the proposal by Andres Schniter and discussed the potential project.

R17-005

It was moved and seconded

**That Staff be directed to thank Mr. Schniter for his proposal, however to consider it in its current proposal format does not fit with the established public art and community engagement processes. In addition, the Committee does not have funding to provide an advance of funds on a future project where there is no confirmed site for the work. The artist is, however, encouraged to apply for any future public art call, with an adapted format that meets the criteria provided.**

CARRIED

**6.3 Canada 150 – Fund Update and BC Canada 150 Grant**

The Chair and the Staff Liaison reviewed the information presented to Council regarding Canada 150. Potential gateway locations were discussed. Wan-Yi Lin and Wayne Bissky volunteered to sit on the gateway public art project subcommittee.

#### **6.4 Cultural Plan Update**

The Staff Liaison reported on the recent meeting of the Cultural Plan Task Group and the timeline for the public engagement and report. The first public meeting for the project is scheduled for February 9<sup>th</sup>.

### **7. ROUNDTABLE**

Leanne Koehn reported Earth Day planning is well underway. The event will be held on April 22 and the theme is “Back to Nature”. Events are planned for the weeks prior to Earth Day. More information is available at: <http://rmrecycling.org/community/celebrate-earth-day-maple-ridge>

Barbara Duncan encouraged members to visit the current exhibition at the ACT Arts Centre: “An Open Nature” by artist Zoran Malinovski.

Wan Yi shared information regarding a temporary art installation program currently underway in LaConner, Washington.

Councillor Duncan reported that Councillor Bell is currently away due to illness. Efforts will be made to provide an alternate if Councillor Duncan is not available for PASC.

The Staff Liaison reported on plans to apply for a provincial Canada 150 grant program.

### **8. ADJOURNMENT**

It was moved and seconded

**That the meeting be adjourned at 4:35 pm.**

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Chair

/ss

City of Maple Ridge

**SOCIAL POLICY ADVISORY COMMITTEE MEETING MINUTES**

The Minutes of the Regular Meeting of the Social Policy Advisory Committee, held in the Blaney Room, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on Wednesday, January 4, 2017 at 7:00 pm

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**COMMITTEE MEMBERS PRESENT**

Annette Morgan	Seniors Network
Brenna Ayliffe	Fraser Health
Cathy Bennett	Member at Large
Councillor Bob Masse	Council Liaison
Ineke Boekhorst	Downtown BIA / Friends in Need
Laura Butler	Member at Large
Mike Murray	School District #42 Trustee (Alternate)
Sgt. Brenda Gresiuik	RCMP
Tarel Swansky	Member at Large

**STAFF MEMBERS PRESENT**

Shawn Matthewson	Staff Liaison / Social Planning Analyst
Sunny Schiller	Committee Clerk

**GUESTS**

**REGRETS/ABSENTS**

Candace Gordon	Maple Ridge-Pitt Meadows-Katzie Community Network
Dr. Helena Swinkels	Fraser Health
Hannah Macdonald	Member at large – Youth Rep
Kathy Doull	Fraser Health - Alternate
Mikayla Clayton	Youth Rep
Susan Carr	School District #42 Trustee
Vicki Kipps, Chair	Community Network

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**1. CALL TO ORDER AND INTRODUCTIONS**

There being a quorum present, Councillor Masse called the meeting to order at 7:05 pm and introductions were made.

**2. AGENDA ADOPTION**

R17-001

It was moved and seconded

**That the Agenda dated January 4, 2017 be adopted.**

CARRIED



### **3. MINUTE APPROVAL**

R17-002

It was moved and seconded

**That the Minutes dated November 2, 2016 be approved.**

CARRIED

### **4. PRESENTATIONS - Nil**

### **5. ROUNDTABLE**

Mike Murray recently attended the opening of the Youth Wellness Centre and is happy to see this resource in the community.

Sgt. Gresiuk reported on the Youth Justice program revitalization currently underway.

Ineke Boekhorst reported that the Downtown Business Improvement Association received 22,000 entries to their Christmas program. Ms. Boekhorst shared that the Clean Team Initiative includes the DMRBIA, Alouette Addictions and Dave Walsh, Safer Downtown Community Liaison and has small groups of people going out in the morning to clean up in front of local businesses. The program will begin in February.

Cathy Bennett described some of the work that she is doing in her practicum for her Master's degree.

Annette Morgan reported the Seniors Network is waiting to hear about funding from BC Gaming. The Seniors Network is now one of three finalists for a Business Excellence award. Ms. Morgan provided information on the rent supplement program. Selena Robinson, provincial Opposition Spokesperson for Local Government and Sports, and Seniors will be attending the next Seniors Network meeting.

Shawn Matthewson reported that planning has begun on the Regional Mayor's Task Force on Homelessness that will be cohosted by Vancouver Mayor Gregor Robertson and Maple Ridge Mayor Nicole Read. Ms. Matthewson provided information on the next homeless count, which will be taking place in March.

### **6. NEW BUSINESS**

#### **6.1 Social Policy Workshop Planning**

The Staff Liaison explained that four workshops will be held each year to engage with other levels of government and with service providers. Potential workshop topics were discussed. The Staff Liaison will write a report proposing workshop topics for Council endorsement.

#### **6.2 Community Dialogues Update**

The Committee discussed the Community Dialogue on Homelessness speaker's series held during October and November 2016.

**6.3 Regional Mayor's Task Force on Homelessness**

Previously dealt with under Roundtable – Shawn Matthewson.

**6.4 Forward 2020**

The Staff Liaison provided information on the Forward 2020 communications strategy. Forward 2020 Newsletter subscription is available at:  
[www.mapleridge.ca/list.aspx](http://www.mapleridge.ca/list.aspx)

**7. UNFINISHED BUSINESS**

**7.1 Youth Strategy Update**

The Staff Liaison reported the full youth strategy and youth development wheel is now available online at: [www.mapleridge.ca/youthstrategy](http://www.mapleridge.ca/youthstrategy) Implementation of the Youth Strategy will begin soon.

**7.2 Update from the Opioid Overdose Working Group**

The Staff Liaison provided recent Maple Ridge overdose statistics. The Working Group will be meeting soon to review the action plan. (Working Group updates are included in the Forward 2020 newsletter).

**8. COMMITTEE UPDATES**

**8.1 Community Network**

The Staff Liaison provided an update on the Community Network (CN). The CN will be hiring a new Coordinator in early 2017. A survey is underway to inform the CN strategic plan. The Community Resource Fair will not be held this year.

**9. CORRESPONDENCE - Nil**

**10. QUESTION PERIOD**

The work of Alouette Home Start Society was discussed by the Committee.

**11. ADJOURNMENT**

It was moved and seconded that the meeting be adjourned at 8:32 pm.

---

Chair

/ss

## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Potential Change to Format of Council Meeting Schedule

**MEETING DATE:** March 14, 2017  
**FILE NO:** 0530-01  
**MEETING:** Regular Council

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### EXECUTIVE SUMMARY:

A notice of motion was put forward by Councillor Shymkiw on February 28, 2017 for Council to consider moving Committee of the Whole to evenings and incorporating a type of workshop into that meeting, eliminating the current Monday daytime meetings. Staff were asked to respond to several questions which are addressed below.

### RECOMMENDATION(S):

Provided for Council information only.

### DISCUSSION:

Staff were asked to provide the following information:

- Council sometimes will request additional staff attend a daytime meeting to provide additional information, or may be contacted through email to provide information during a meeting. Moving to evening meetings, staff attending that evening meeting would be the only immediate contacts and it is hopeful that those staff will be able to respond to most enquiries. Where additional information may be required that cannot be obtained from the staff present, the matter may be deferred until the information is provided.
- It is difficult to predict how long evening meetings will be as it will depend on the number of issues to be dealt with, the complexity of the issues, the urgency of some issues and the amount of discussion and debate Council wishes to engage in, and whether a public hearing is included. Issues and topics normally dealt with at the current Council Workshop, would be incorporated into the Committee of Whole meetings and staff would make efforts to ensure topic items would be kept to a reasonable number for each meeting.
- Council meeting days and times vary throughout the region. A spreadsheet is attached for Council's information.
- Given that Planning Department reports often represent a significant portion of agendas, the following information provides an estimate of overtime that could result for that Department.

In order to prepare an estimated cost of over-time, staff looked at 2 things: the first two Committee of the Whole meetings of 2017; and the number of Planning Department reports presented at Workshop in 2016.

**Committee of the Whole:**

The number of Planning reports on a Committee of the Whole agenda can vary from a low of 1 to a high of 15 reports. In order to come up with an average, staff looked at the first two COW agendas of the year (January 9, 2017 and January 23, 2017). When combined these two meetings contained 14 Development Planning Reports, for an average of 7 reports per agenda, written by an average of 4-5 different Development Planners/Planning Technicians. Assuming that each meeting would take a minimum of 3 hours and assuming attendance by 4 Planners, each meeting could cost \$1100 in overtime. Given that there could be an average of 20 Committee of the Whole meetings per year, the resulting overtime is estimated to be \$22,000 annually.

**Workshop:**

Staff also looked at the number of reports that went to Workshop that were written by Community Planning or Environment Planning Staff over the last year, and note that there were 29 Workshop Meetings, with a total of 35 Planning presentations/reports. Not included in this are the times that staff were asked to attend to provide technical advice on a variety of topics. Assuming an average of 1 planning report/presentation per Workshop meeting, it is estimated that this would incur approximately \$550. Assuming there would be 20 Workshop evening meetings, it is estimated that there could be an annual overtime cost of approximately \$11,000.

**Overall Costs:**

Should Committee of the Whole meetings with a workshop type component be scheduled for two Tuesday evenings per month, it is estimated that, based on previous trends, there could be a total overtime cost of approximately \$33,000 per year.

The Collective Agreement allows for Management to alter hours of work under certain circumstances. Given the workloads in the Planning Department and the expectation that staff are available to the public during the day, management has never exercised the option of shifting an employee's start time. Should there be an interest in pursuing this, Human Resources would need to identify whether this option could be explored, and under what circumstances.

**CONCLUSIONS:**

The details provided above is in response to information requested by Council in relation to the notice of motion to move Committee of Whole meetings to evenings and incorporate workshop type items into those meetings.

"Original signed by Laurie Darcus"

*Prepared by:* Laurie Darcus, Manager of Legislative Services and Emergency Program

"Original signed by C. Goddard" for

*Prepared in consultation with:* Christine Carter, Director of Planning

"Original signed by E.C. Swabey"

*Concurrence:* **E.C. Swabey**  
Chief Administrative Officer

Attachment: Other Municipal Council Meeting Schedules

## OTHER MUNICIPAL COUNCIL MEETING SHEDULES

Municipality	Regular Meeting	COW or Council in Committee, etc.)	Public Hearing	Closed	Additional comments
Chilliwack	2 meetings per month 3 pm start for Regular Council, break for Closed, then Public Hearing at 7 followed by Public Information Meeting	No COW	After Closed, 7 pm	Twice per month, follows Regular	Public Info Meeting follows Public Hearing; Chilliwack does not have a Variance Committee. No public input at Regular.
Delta	2 per month, 7 pm	Held before Regular in an informal setting. Applicants must register with Clerks.		4 pm prior to Regular	6:45 pm prior to Regular is Q&A including the public.
Kamloops	2 per month, 1:30 pm	No COW	Twice per month, cancelled if no items	12 noon prior to Regular, only held if needed	Public inquiries during Regular. Presentations are only for public hearing. No question period.
Prince George	2 per month, 1st and 3rd Mondays. 6 pm. Informal, then Land Use/Formal,	As needed. Primarily for updates from Committees and Commissions.		As needed	Council procedure bylaw caps time limit for council meetings to 10 pm. Then vote on recessing/continuing.

802    **Motion by Councillor Shymkiw**

Whereas the Maple Ridge Council Procedure Bylaw No. 6472-2007 and amendments thereto allows for Council to create Council Workshop meetings to conduct Workshop business;

And whereas there is no requirement to have such meeting under this bylaw;

Therefore be it resolved that,

Beginning April 1, 2017 meetings of Council Workshop schedule three Monday mornings each month cease for a five month trial period, and  
All business normally conducted at Council Workshop be transferred to a Committee of the Whole meeting where reports and other city business will be considered and discussed but no resolutions or motions leading to decisions will be made except to forward agenda items to Council or refer back to staff/committees; and

Two Committee of the Whole meetings (including workshop type sessions) be scheduled each month on Tuesday evenings alternating with Regular Council meetings also scheduled for two Tuesday evenings each month, and that Public Hearings be scheduled prior to the third Tuesday Committee of the Whole Meeting and

The applicable advertisements to the change in the Council Meeting Schedule be advertised as required.

## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Ripe TX – Taxi License Application

**MEETING DATE:** February 20, 2017  
**FILE NO:** 01-05330-01  
**MEETING:** C.O.W.

---

### EXECUTIVE SUMMARY:

On January 30, 2017 a notice was received from Ripe TX (Ripe Holdings Inc.) advising the City that they are applying to the Passenger Transportation Board (PTB) for 150 new taxi licenses to operate (pick up and drop off) anywhere in the Greater Vancouver Regional District (Appendix A). Their service model is to digitally dispatch taxis and advise that there would be no top lights, flagging or taxi stands. The PTB requires that applicants notify municipalities of their application and a municipal council may submit information or comments to the PTB regarding the application. It is recommended that municipalities submit comments within 30 days of receiving the package.

Staff have outlined in this report their comments, questions, concerns.

### RECOMMENDATION(S):

**That staff be directed to submit a letter to the Passenger Transportation Board summarizing the comments in this report indicating that the City does not support the application by Ripe TX for 150 new taxi licenses to operate in the Greater Vancouver Regional District.**

### DISCUSSION:

The Passenger Transportation Board regulates the issuance of taxi licenses. They provide an opportunity for municipalities to comment on new applications and will take these comments into consideration in decision making.

Upon receiving the Ripe TX application, Bylaws and the RCMP were contacted for input.

The following are staff comments, concerns;

Ripe TX have applied for 150 licences and they are planning to operate in the west from West Vancouver to Maple Ridge in the east. There is nothing in the application that states how many vehicles will be available in Maple Ridge, and they do mention that they will park these vehicles throughout the Greater Vancouver Regional District where they anticipate demand. In the section of the application which is addressed to us, they have not filled out how many vehicles they want to operate specifically in our municipality.

Ripe TX has a main office in Victoria. This is not a dispatch office but rather a customer service centre and administration office. All requests for taxi service would be made through a web site or



app. As they will not be having a dispatch office, but only working through an app, it may be difficult to determine response times.

Staff have concerns with who exactly will own each of the 150 vehicles and be responsible for the ongoing upkeep and maintenance, although there is mention of lease rates for drivers on page 6 of 7 of the document titled "Ripe Holdings Inc. Accessible Service Plan – Company Information". Maple Ridge Taxi Bylaw No. 6409-2006 states that an inspector can give notice to the owner that a vehicle for hire is not in a fit or proper condition for use and such vehicle may not be used until the condition is remedied. Currently regular inspections are conducted of all vehicles for hire used in Maple Ridge to determine their condition. This could prove problematic with the vehicles being located all over the Greater Vancouver Regional District. The bylaw also states that there must be an illuminated sign bearing the word "cab" or "taxi" on each vehicle. This company's proposal would be in violation of that section of the bylaw if no such illuminated sign existed.

In addition, each driver must have a chauffeurs permit to operate in Maple Ridge so the question is, will all 150 drivers actually operate in Maple Ridge at any given time or just some of the drivers. In the application driver training is addressed.

It would have been prudent for the company to provide a more thorough report on how they plan on doing business in such a large geographic area. It would be preferable for Ripe TX to provide more information about how they operate. Specifically, staff would appreciate knowing:

- Are drivers on regular schedules with on-duty/off-duty times and how is this tracked?
- How does Ripe TX track driver activity in the leased vehicles (on and off duty)?
- Are they tracking driver routes from the time they are dispatched to when the meter is concluded?
- Are they tracking driver routes when the drivers are not on a dispatched call but still mobile and on duty?
- How does Ripe TX monitor fares – what is recorded, what is collected, how does this match or not match the meter, how do they determine if fares are being collected unmetered and unreported?

All of these questions are at this time not addressed in the application.

#### **Alternatives:**

Council may opt to not provide a response in relation to the Ripe TX application for taxi licenses.

#### **CONCLUSIONS:**

Staff from Bylaws and the RCMP have provided comments and concerns above. Staff does not support this application without further information and assurances being provided as noted herein. Should Council have further comments or concerns, it would be advisable to have these concerns included in any response to the application.

"Original signed by Laurie Darcus"

*Prepared by:* Laurie Darcus  
Manager of Legislative Services

"Original signed by Paul Gill"

*Approved by:* Paul Gill  
General Manager: Corporate & Financial Services

"Original signed by Frank Quinn"

*Approved by:* Frank Quinn  
General Manager: Public Works & Development Services

"Original signed by E.C. Swabey"

*Concurrence:* **E.C. Swabey**  
**Chief Administrative Officer**

Attachments:

Appendix A – RipeTX Taxi Application



Ripe TX

#215 – 1080 Mainland Street  
Vancouver, BC V6B 2T4  
Work: 604.971.6200  
[www.riperides.ca](http://www.riperides.ca)

City of Maple Ridge  
11995 Haney Place  
Maple Ridge, BC V2X 6A9  
January 25, 2017  
**Attention: City Clerk**

Our company, Ripe Holdings Inc. (license no. 72137), is applying to the Passenger Transportation Board (PTB) for 150 new taxi licenses that will be able to pickup and drop-off from anywhere in the Greater Vancouver Regional District. These taxis will all be digitally dispatched, meaning no top lights, flagging, or use of taxi stands.

Included with this letter are our completed forms that were submitted to the PTB.

Regards,

Ripe Holdings Inc.  
215 – 1080 Mainland Street  
Vancouver, BC V6B 2T4





Ripe Holdings Inc.  
215 – 1080 Mainland Street  
Vancouver, BC V6B 2T4  
Canada

## RIPE HOLDINGS INC. ACCESSIBLE SERVICE PLAN

### COMPANY INFORMATION

Ripe Holdings Inc. dba Ripe Rides is looking to introduce a new form of taxi passenger transportation in British Columbia, Ripe TX. Our service will be fully dispatched digitally through our smartphone application for iOS and Android. This means no top lights, flagging, or cash-for-hire transactions. Our intention is to be the first taxi company to service the entire Greater Vancouver Regional District and eliminate existing jurisdictional boundaries to address common passenger complaints/concerns about going to and from the suburbs to downtown Vancouver.

#### 1. VEHICLES

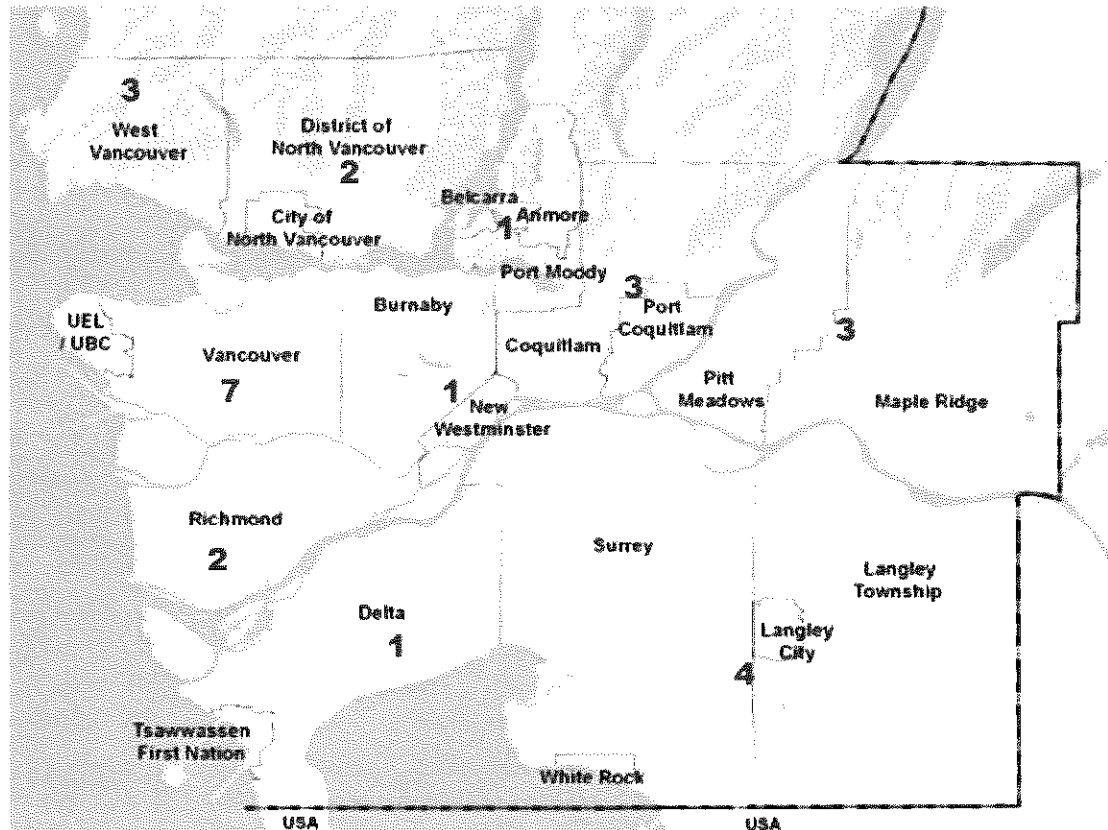
Our application is for 150 licenses. Of the 150 licenses, 27 will be accessible taxis accounting for 18% of the total fleet. All of our accessible taxis will have flip seats. We will be purchasing on lease hybrid energy efficient vehicles for our fleet. The wheelchair accessible vehicles (WATs) will be newer (2015 or above) minivans, most likely Toyota Siennas or Honda Odysseys.

#### 2. VEHICLE USAGE

We intend our wheelchair accessible vehicles to be used in equal proportion to our regular vehicles.

The distribution plan at the beginning of our operations will be to have the vehicles spread strategically across the region with the distribution proportionate to the density of the area. Below is a map that demonstrates the approximate number of WATs per area. Within each of these cities and municipalities we will place the cars strategically based off of population data – for example, in Surrey/White Rock we will have more of the WATs near typical retirement communities to anticipate their need for accessible vehicles.





Our app and technology will allow us to dynamically capture real-time information to be able to serve the region better, meaning on an ongoing basis we will be optimizing our fleet distribution to ensure each municipality's needs are met based on demand.

When a customer opens the Ripe TX app, they have a few options for requesting a vehicle. If a customer simply puts in their pickup and drop-off locations, their request will go to the closest available vehicle, which could be a regular four-seater or a wheelchair accessible vehicle. A customer could also select a specific driver based on their aggregated ratings or based off personal preferences, again which could result in either a four-seater or WAT vehicle. These requests will be placed in the order they are received on a 'first-come, first served' basis.

A customer could also further filter their requests, which will cause the 'matching' algorithm to prioritize. The most relevant distinction for our accessible service plan will be requests for vehicles that can accommodate more than 6 passengers and those who specifically need a WAT. If a customer selects they need a vehicle that can transport 6 or more passengers, then only WATs will display on the map. They will then be placed in the queue for one of these vehicles. Similarly, if a customer specifies they need a WAT, then only those vehicles will appear on the map. Once the request is inputted, it will automatically go above all other ride requests to the closest available WAT.

### 3. HOURS OF SERVICE

We plan to have all of our wheelchair accessible taxis to be available as close to 24/7 as possible. These will be the same hours of service as our regular vehicles.



Within the first 6 months of obtaining our licenses, we will have at least 75 total vehicles on the road operating, with 14 of those being wheelchair accessible. On a daily basis this number may be bigger depending on special events and customer demand.

#### 4. TRAINING

Drivers, Driver Support, Day and Night Driver Managers, and Logistics Managers will all receive training for serving passengers with disabilities and wheelchair accessible taxis specifically. This is to ensure at multiple levels of the organization we can meet the needs of customers who need accessible taxis.

All drivers will be required to complete the TaxiHost Pro program offered by the Justice Institute of BC, as stipulated by the PTB. As a part of the TaxiHost program, drivers go through the WorldHost and Serving Customers with Disabilities course. This course goes through (in a classroom-setting), amongst other things, serving customers with disabilities. It also reviews appropriate language for discussing the eight major disabilities (mobility, vision, hearing, etc)<sup>1</sup>.

In addition to the TaxiHost program, drivers will be required to go through hands on training for operating the actual equipment used in WATs. This includes how to tie down a wheelchair, using the loading ramp, and more. We are currently in the progress of setting up such a program with various organizations in the Lower Mainland who service those with disabilities. We hope to set up a program similar to the 'Ask-Listen-Act' program run by the Vancouver Taxi Association<sup>ii</sup>. The General Manager and the Day and Night Managers will also be required to go through TaxiHost Pro as well as the hands on training to ensure they can train other staff members.

Other staff members will also be required to go through training for serving those with accessibility needs. For the majority of staff, training will be conducted by the General Manager. For Logistics Managers, the General Manager will do live demonstrations with the vehicle as well as provide the owners' manuals so that these staff members can communicate to drivers and customers when needed. For the drivers (including Driver Managers and Driver Support staff), the General Manager will follow the same procedures, but will also add in a couple of test scenarios to ensure the drivers are comfortable operating the additional features of a wheelchair accessible vehicle.

Any drivers that are driving a wheelchair accessible taxi are required to go through live scenarios with the General Manager before they go on shift.

### PRIORITY DISPATCH PLAN

#### 1. DISPATCH SYSTEM

Our wheelchair accessible taxis will be dispatched using the same system as our regular vehicles. The primary method is through our app, where customers can input their pickup and drop-off locations to request a vehicle. A customer can also select a specific driver by tapping on them first. Additionally, a customer can first filter the vehicle options by selecting 'Accessible' or a 6+ vehicle, and then inputting



their location information. There is also a 'Pooling' feature whereby customers input their pickup and drop-off locations as well as approximate trip start time, and the app automatically matches them with other customers travelling along a similar route and time window.

For the visually impaired, our app can work in conjunction with other reading applications or software to direct the customer what to press.

In addition to our smartphone app, customers can order a taxi by logging on to our website. The process is very similar to the app where a customer can filter available cars to specifically select an accessible taxi.

Thirdly, we will have customer service representatives / office workers at the Ripe office who can assist with teaching customers how to book using the app. These customer service employees are not acting as dispatchers; they are simply acting as educators and assisting with operating the app similar to how Ripe Rides' office staff currently operates.

During everyday operations, our WATs will be available on the general map for anyone to book. If a customer inputs their pickup and drop-off locations without any vehicle preferences and a WAT is the closest one available, then that vehicle will be dispatched automatically through the app. If a customer inputs they would like an accessible vehicle, then this supersedes any other requests and puts that customer at the top of the ride queue.

Customers also have the option to request a vehicle that accommodates more than 6 passengers, including for pooling services. If a customer requests an accessible vehicle, which are also the same as 6+ vehicles, then this accessible request will override the 'regular' 6+ request in the app.

If there are multiple requests for WATs, they will be digitally dispatched on a first-come, first served basis above the regular taxi requests. We will also implement a few checks and balances on the technology side to ensure there are WATs available as much as possible. Primarily this will be done by ensuring at least 30% of our WATs are available for accessibility needs at all times. This means that if there are only 9 active WATs available, a customer would only be able to book them if they specifically request an accessible vehicle. Therefore, if there are only 9 WATs available at a given time, a customer would not be able to book one of them as a regular taxi even if it is the closest available vehicle to their pickup location. Instead in that scenario the customer's request would be sent to the next closest 4-seater vehicle. The moment the number of WATs available goes back to 10 or more, they would be repopulated to the main TX map and be able to be booked by anyone (with priority still to accessible requests).

A customer's GPS location or inputted pickup location is used to determine where to dispatch wheelchair accessible taxis. If a customer inputs their current location or a specific location in the app, this information is automatically relayed to the driver's app. The same occurs if a customer requests a vehicle via our website. Regardless of if a customer is requesting a regular vehicle or a WAT, the app will always calculate the closest available vehicle to their pickup location. Then once a trip request is actually sent through, the app tracks the driver in real-time as they make their way towards the customer. This adds another level of assurance and transparency for customers that is not currently available in the taxi



marketplace. With this feature, customers know 100% once they've ordered a Ripe TX vehicle, it is coming for them specifically.

If a customer requests a larger vehicle, whether for a large group of customers or just due to preference, then this is noted in the app by the options 6-6+. This is recorded differently in our system than an accessible vehicle even though for practicality purposes they are the same vehicle type.

If there are requests for a wheelchair accessible taxi and none are available, the customer will automatically receive a popup in their app informing them. The customer could then try ordering a vehicle at a later time. Our system automatically records requests that aren't met due to lack of available cars, and management as well as dispatch can rearrange driver schedules to meet this demand in the future.

## 2. DISPATCHERS

Our policies and procedures for wheelchair accessible taxis are the same as for our regular vehicles; our company does not discriminate on any basis.

Our system is automatically built to prioritize any accessible vehicle requests made through the app or website. The technology is built so that any time someone inputs they would like an accessible vehicle, their request automatically goes to the top of the queue for the closest available driver. Our Logistics Managers are trained as well to analyze and create reports based on trip data, which includes accessible vehicle requests. This way they can plan and anticipate what times of day may need more accessible vehicles on shift, which areas might need more accessible vehicles than others, and etcetera.

Our customer service / office staff are trained to prioritize accessible vehicle requests as well. Similar to app and website requests, as soon as customer service staff receives a call for an accessible vehicle, they prioritize this over other customer requests and assist the customer with ordering the vehicle through the Ripe TX app.

Ultimately what makes our application distinct from current providers in the region is that all dispatch is done through the app. The technology will be built to ensure accessible vehicle requests are prioritized, minimizing human error and/or discrimination.

If Logistics managers or other staff are found to be disregarding our policies on service to all customers, it will be cause for termination.

## 3. DRIVERS

Our policies and procedures for wheelchair accessible taxis are very similar to our regular vehicles; drivers are not to discriminate on any basis.

Drivers of accessible vehicles are required to go through live scenarios with the General Manager before they go on shift, as mentioned above. Once on shift, an accessible taxi driver will automatically appear on our system as such. If all customer requests have no filtering, these vehicles will be placed regularly





on the queue, which is by time/distance in relation to the customer's pickup location. If a customer filters the vehicles for wheelchair accessible, then these drivers will automatically be first to receive this request.

Drivers who operate WATs will be offered a lower lease rate and higher commission rate on trip revenues than drivers who operate regular vehicles. This will be offered not only to incentivize drivers, but also to combat the higher vehicle operational costs associated with WATs.

If drivers are found to be disregarding our policies on service to all customers, it will be cause for termination.

#### 4. VEHICLE LOCATIONS & CONTRACTS

All of our vehicles are spread across the GVRD strategically with the distribution proportionate to the density of the area in the beginning of our operations. Once real-time trip data is available, we can serve the region better, meaning we will be optimizing our fleet distribution on an ongoing basis to meet demand. Our wheelchair accessible vehicles will be similarly distributed; first based off of population density and then based off of real-time trip requests.

In many of the areas where our wheelchair accessible taxis are located, they will be parked near the end of transportation lines. Examples include at YVR airport, near the end of the Expo Line in Surrey, Lougheed Station, and Waterfront Station. Customers still have to order these vehicles through the app; they wouldn't be able to just hop in from a taxi stand or from the street. We would have our vehicles parked in these areas to anticipate demand, as it is more likely customers who need accessible vehicles would also be taking transit services.

### COMMUNITY INFORMATION

#### 1. LOCAL OPTIONS FOR WHEELCHAIR ACCESSIBLE SERVICES

As we will be serving the entire GVRD, there are many wheelchair accessible services available including TransLink, handyDART, and more.

#### 2. COMMUNITY OUTREACH

We will do our best to meet with each municipality in the GVRD to communicate the introduction of our service which includes wheelchair accessible vehicles. We are in regular contact already with many local committees and government counselors.

Additionally, we are in the process of reaching out to various care facilities to educate and inform about our proposed service. This will help to reach those who will be using WATs on a regular basis and to go over the app functionality. We also intend to start setting up some pre-arranged trips with these groups once we are in service, especially for frequently occurring events. For example, if a care facility does a



biweekly outing to grocery shop, we could arrange these trips in advance and distribute our fleet accordingly.

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<sup>i</sup> <https://catalogue.jibc.ca/Lists/Courses/CustomDispForm.aspx?ID=872&InitialTabId=Ribbon.Read>

<sup>ii</sup> <http://vancouver.ca/news-calendar/new-taxi-driver-training-program-for-customers-with-disabilities-and-seniors-launches-in-vancouver.aspx>



## **PDV Forms Package**

**Use this package to apply to the  
Passenger Transportation Board for  
special authorization to operate  
passenger directed vehicles (PDVs)  
in British Columbia.**

### **Contents:**

- PDV Vehicle Proposal PT Board Form 1
- PDV Proposed Terms & Conditions of Licence PT Board Form 2
- Flip Seat Request Form (Taxis) PT Board Form 3
- Municipal Notice (Taxis) PT Board Form 4
- Disclosure of Unlawful Activity & Bankruptcy PT Board Form 5
- Public Explanation of PDV application PT Board Form 6
- Declarations PT Board Form 17



TRANSPORTATION BOARD

202- 940 BLANSHARD STREET • PO BOX 9850 STN PROV GOVT • VICTORIA BC V8W 9T5

## PDV Vehicle Proposal P1 Board Form 1

**About this Form:** Submit this form when you are applying:

- ✓ for a new PT licence to operate Passenger Directed Vehicles (PDVs)
- ✓ to add vehicles to your PDV fleet
- ✓ to change vehicle type or seating capacity in your terms and conditions of licence

**You should not buy, lease or rent vehicles before the Passenger Transportation Board makes a decision on your application.**

### Part A: Proposed Vehicles

What types of vehicles are you applying for?	How many vehicles are you applying for?
<b>Category 1: Taxis</b>	
Sedan or Minivan Taxi (seating capacity between 2 and 7 passengers plus driver)	123
Wheelchair Accessible Taxi (seating capacity between 2 and 7 passengers plus driver)	27
<b>Category 2: Limousines and Perimeter Seating Bus (PSBs)</b>	
Sedan Limousine (seating capacity between 3 and 5 passengers plus driver)	
Antique Sedan Limousine (seating capacity between 3 and 5 passengers plus driver) <i>These vehicles are at least 30 years old</i>	
Mid-Size Limousine (seating capacity 6 or 7 passengers plus driver)	
Limousine Van (seating capacity between 6 and 11 passengers plus driver)	
Stretch Limousine (seating capacity between 8 and 11 passengers plus driver)	
Stretch SUV (seating capacity between 8 and 11 passengers plus driver)	
PSB: "Super stretch SUV" (seating capacity between 12-20 passengers plus driver)	
PSB: Limo Bus (seating capacity 21 or more passengers plus driver)	
<b>Category 3: Other Passenger Directed Vehicles ("PDV")</b>	
Motorcycle (seating capacity of up to 2 passengers plus driver)	
Small Shuttle / PDV (seating capacity between 2 and 5 passengers plus driver)	
Large Shuttle / PDV (seating capacity between 6 and 11 passengers plus driver)	

### Part B: PDV Fleet Information

Total vehicles proposed in this application:	150
Current maximum fleet size previously approved by the Board (if applicable):	
Total maximum fleet size you propose for your PT licence (if approved):	150

### Part C: Vehicle Details

- (a) Have any vehicles been stretched, modified or rebuilt (salvaged)? ☒ No ☐ Yes (if yes, explain)
- (b) Will any vehicles operate only on specific days and times (e.g. peak period taxis)? ☒ No ☐ Yes (if yes, provide details of days any times)

## PDV Proposed Terms and Conditions of Licence PT Board Form 2

### About this Form:

Submit this form when you are applying:

- ✓ for a new PDV special authorization
- ✓ to amend your service area

### Related Information

- Reference Sheet 10: Sample Terms & Conditions for Special Authorization Licences
- Operational Policy III.4: Originating Areas: Passenger Directed Vehicles

### Part A: Taxis

#### Service Area

#### Service #

#### Originating Area:

(This is where you want to pick up passengers.)

Transportation of passengers may only originate from:

Greater Vancouver Regional District

#### ! Note

*Originating areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will not accept an originating area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you must include it as an originating area.*

#### Destination Area:

(This is where you want to drop off passengers)

Transportation of passengers may terminate at:

Greater Vancouver Regional District

#### ! Note

*Destination areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will not accept a destination area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you may need to include it as a destination area.*

*If you have more than one service area, please complete another sheet.*

#### Hours of Operation:



All taxis will be available 24 hours, 7 days a week. If not,

\_\_\_\_\_ (#) taxis will be available 24 hours, 7 days a week

\_\_\_\_\_ (#) taxis will be available at the days and following times

\_\_\_\_\_

**Part A: Taxi (continued)****Return or Reverse Trips**

Please check the appropriate box if you are asking for any of the following terms and conditions. Your application package should explain why you require these authorizations.

<input checked="checked" type="checkbox"/>	<b>Return Trips</b> - allows you to pick up passengers in a destination area in very limited circumstances	<b>Standard Wording</b> The same passengers may only be returned from where their trip terminates in the destination area to any point in the originating area if the return trip is arranged by the time the originating trip terminates.
<input checked="checked" type="checkbox"/>	<b>Reverse Trips (limited)</b> - allows you to pick up passengers in a destination area in very limited circumstances	<b>Standard Wording</b> Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area and the cost of the trip is billed to an active account held by the licence holder that was established before the trip was arranged.
<input type="checkbox"/>	<b>Reverse Trips (unlimited)</b> - allows you to pick up passengers in a destination area.  ! Note: This is not a common term and condition of licence, especially for vehicles operating in urban areas.	<b>Standard Wording</b> Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area.

**Taxi Authorizations**

Please check the appropriate box if you are asking for any of the following authorizations. These are common terms and conditions on taxi licences.

<input checked="checked" type="checkbox"/>	(i) Taxi meters
<input type="checkbox"/>	(ii) Top lights
<input type="checkbox"/>	(iii) Pick up passengers who hail or flag the vehicle
<input checked="checked" type="checkbox"/>	(iv) Flip Seats (Complete <u>Board Form 3.</u> )

**Other Terms and Conditions**

Please check the appropriate box if you are asking for any of the following authorizations

<input type="checkbox"/>	To take passengers out of BC
<input type="checkbox"/>	To provide transportation services under a contract to a company (Attach a copy of the contract or agreement to enter a contract)
<input checked="checked" type="checkbox"/>	Other terms and conditions (Please describe any other term and condition that you would like.)

Use of smartphone app as dispatch, fare tracker, and meter.

## Part B: Limousines and Other Passenger Directed Vehicles

### Service Area

**Service #** \_\_\_\_\_

**Originating Area:** Transportation of passengers may only originate from:

(This is where you want to pick up passengers.)

**Note**

*Originating areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will not accept an originating area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you must include it as an originating area.*

**Destination Area:** Transportation of passengers may terminate at:

(This is where you want to drop off passengers)

**Note**

*Destination areas may be stated in terms of: municipalities, regional districts or highway corridors. The Board will accept a destination area of "anywhere in British Columbia". If you want to serve an airport, ferry terminal or other transportation hub, you need to check to see if it is in the municipality you are applying for. If not, you may need to include it as a destination area.*

*If you have more than one service area, please complete another sheet*

### Return or Reverse Trips

*Please check the appropriate box if you are asking for any of the following terms and conditions. Your application package should explain why you require these authorizations.*

<input type="checkbox"/>	<b>Return Trips</b> - allows you to pick up passengers in a destination area in very limited circumstances	<b>Standard Wording</b> The same passengers may only be returned from where their trip terminates in the destination area to any point in the originating area if the return trip is arranged by the time the originating trip terminates.
<input type="checkbox"/>	<b>Reverse Trips (limited)</b> - allows you to pick up passengers in a destination area in very limited circumstances	<b>Standard Wording</b> Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area and the cost of the trip is billed to an active account held by the licence holder that was established before the trip was arranged.
<input type="checkbox"/>	<b>Reverse Trips (unlimited)</b> - allows you to pick up passengers in a destination area. <b>Note:</b> This is not a common term and condition of licence, especially in urban areas.	<b>Standard Wording</b> Transportation of passengers may only originate in the destination area if the transportation terminates in the originating area.

**Part B: Limousines and Other Passenger Directed Vehicles (continued)****Other Terms and Conditions**

*Please check the appropriate box if you are asking for any of the following authorizations*

<input type="checkbox"/>	To take passengers out of BC
<input type="checkbox"/>	To provide transportation services under a contract to a company (Attach a copy of the contract or agreement to enter a contract)
<input type="checkbox"/>	Other terms and conditions (Please describe any other term and condition that you would like.)



## Flip Seat Request PT Board Form 3

**About this form:** Use this form only if you are asking permission to use flip seats in taxis.

**Note:** If the Board approves the use of flip seats, the Passenger Transportation Branch may require you to submit proof that the seats meet vehicle safety standards. See Division 10.07(5) of the Motor Vehicle Act Regulations.

### Applicant

Legal Name: Ripe Holdings Inc.

### Number of Flip Seats

How many **accessible taxis** will have a flip seat? 27

How many **taxi vans** will have a flip seat? \_\_\_\_\_

### Taxi Fleet Information

What is the main area that you operate in? GVRD

How many **accessible taxis** do you operate on a regular basis? 27

How many conventional taxis do you operate on a regular basis? 123

### Flip Seat Proposal

Submit a **Flip Seat Proposal** that includes the following:

- ☒ **Statement** that explains why you need to use flip seats.
- ☒ **Evidence of public need** for flip seats.
- ☐ **Number of trips** for persons who need an accessible taxi, if you are an existing licensee. Give a daily or weekly average. Submit data for at least six months.
- ☒ **List of transportation service agreements** that your company has. Also, state whether taxis used under those contracts will have flip seats. For example, contracts may relate to the following: airports or airlines, cruise ship terminals, ferry terminals, travel agencies, postal workers, crew transportation, school boards, and hotels.
- ☒ **A Priority Dispatch Plan.** (See Reference Sheet 7: Preparing an Accessible Service Plan.)

### Exemption From Some Application Requirements

If your application is **only** to amend your licence to ask for express authorization for flip seats, you do not have to include the following in your application package:

1. Business plan and financial statements
2. PDV Vehicle Proposal
3. PDV Service Proposal

Other application requirements as listed in Application Guide 2 apply.

**Municipal Notice | Taxi Applications** PT Board Form 4**About this Form:**

The form has 2 pages. It must be completed by:

- ✓ Licensees applying to operate taxis in a new municipality (see **Part 1**)
- ✓ Licensees applying to add more taxis to their fleet (see **Part 1**)
- ✓ New applicants applying to start a taxi service (see **Part 2**)

**Applicants must:**

- (a) send completed forms to each municipality where they are licensed or seek a licence to pick up passengers, and
- (b) include copies of completed forms in their application package.

**Note:** The Passenger Transportation Board sends applicants a copy of any negative comments it receives from a municipality. Applicants have an opportunity to comment.

**NOTICE**

**To: Chief Administrative Officer**

Maple Ridge

Name of Municipality

November 18 2016

Date

**Please be advised that** the Licensee or New Applicant listed on page 2 of this Notice is applying to the Passenger Transportation Board to provide taxi service in your municipality.

A municipality may send comments about this application or taxi services in general to the Passenger Transportation Board by:

Fax: (250) 953-3788

E-mail: [ptboard@gov.bc.ca](mailto:ptboard@gov.bc.ca)

Mail: PO Box 9850 STN PROV GOVT  
Victoria British Columbia V8W 9T5

We recommend that municipalities comment **within 30 days** of receipt of this notice. This should ensure that comments are received on time.

After an applicant sends its municipal notices and submits its application, the Board publishes the application in the Board's "Weekly Bulletin." Bulletins are published on Wednesdays. They may be viewed online at: <http://www.th.gov.bc.ca/ptb/bulletins.htm>. The Board will consider any comments received up until 10 days after publication in the "Weekly Bulletin".

To confirm whether the comment period is still open, municipal representatives can call the Board office at 250-953-3777 or email [ptboard@gov.bc.ca](mailto:ptboard@gov.bc.ca).

**Part 1: To be completed by PT Licensees**

**Licensee**

Legal Name: \_\_\_\_\_

Trade Name: \_\_\_\_\_

PT Licence Number: \_\_\_\_\_

**Operating Area (check one)**

☐ I operate in this municipality \_\_\_\_\_

☐ I am applying to operate in this municipality \_\_\_\_\_

My total originating area is: \_\_\_\_\_

**Fleet Size (Taxis only)**

What is the maximum number of taxis you can operate in this municipality now? \_\_\_\_\_

How many accessible taxis do you operate in this municipality now? \_\_\_\_\_

How many taxis do you want to operate in this municipality? \_\_\_\_\_

How many taxis will be wheelchair accessible taxis? \_\_\_\_\_

**Part 2: To be completed by new applicants**

**Applicant**

Legal Name: Ripe Holdings Inc.

Trade Name: Ripe TX

**Fleet Size Requested**

Number of Conventional Taxis: 123

Number of Wheelchair Accessible Taxis: 27

**Operating Area**

The originating area I'm applying for is:  
(please list all municipalities and areas)

Greater Vancouver Regional District

Municipal Notice/Taxi Applications PT Board Form 4

For the following communities were also included in the application. They are an exact duplicate of the Maple Ridge Referral so have not been included due to the duplication of information.

- Vancouver
- Burnaby
- Coquitlam
- Delta
- City of Langley
- Langley Township
- New Westminster
- City of North Vancouver
- District of North Vancouver
- Pitt Meadows
- Port Coquitlam
- Port Moody
- Richmond
- Surrey
- Tsawwassen
- West Vancouver
- White Rock
- Abbotsford
- Electoral District A

**Disclosure of Unlawful Activity & Bankruptcy** PT Board Form 5**About This Form**

This form must be completed by one or more people, depending on your organization. See question 1 for details. The information you give will be used by the Board as part of its deliberations in assessing if you are a fit and proper person as required by the *Passenger Transportation Act*. The Board may need more information depending on your answers to these questions. In assessing if you are a fit and proper person, the Board may consider, among other matters:

- *What were the circumstances of any charges, convictions or findings of guilt and any sentence imposed?*
- *How much time has passed between the charge, conviction or finding of guilt and this application?*
- *Does the behavior for which the charges were laid or convictions or finding of guilt, indicate a pattern of poor conduct and character, lack of financial integrity or a threat to the public?*
- *What, if any, corrective or remedial activities have you undertaken in relation to any charges or convictions?*

You must provide truthful answers. If you do not, and it becomes known to the Board, the Board may refuse the application or, if a licence is approved, attach conditions, suspend or cancel the licence.

Name of person completing form: Otis PerrickYear of Birth: 1979

1. What type of licensee do you represent? Please check:

- ☐ Sole Proprietorship
- ☐ Partnership (each partner must complete this form)
- ☒ Incorporated Private Company (each director and officer must complete this form)
- ☐ Public Company (the President, Secretary and CEO must complete this form)
- ☐ Society (each director of the society must complete this form)

2. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder

- a) been charged with or convicted of an offence under the Criminal Code of Canada? Yes ☐ No ☒
- b) been charged with or convicted of an offence under the Controlled Drugs and Substances Act or the Income Tax Act? Yes ☐ No ☒

If you answered yes to any of the above questions, please provide the following details for **each conviction or finding of guilt** (attach a separate sheet if needed).

- i. Description of conviction or finding of guilt \_\_\_\_\_
- ii. Date of conviction or finding of guilt \_\_\_\_\_
- iii. Description of sentence \_\_\_\_\_
- iv. Name and location of court \_\_\_\_\_
- v. Court file number (if known) \_\_\_\_\_

3. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder ever,

a) filed for bankruptcy protection or receivership; been petitioned into bankruptcy or receivership; or made a proposal under any bankruptcy, insolvency or similar law, or had any similar action taken against you, in any jurisdiction?

Yes ☐

No ☒

b) been denied or refused bankruptcy protection or reorganization under any bankruptcy or insolvency law in any jurisdiction?

Yes ☐

No ☒

If you answered "Yes" to 3(a), you must give the following information for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) \_\_\_\_\_
- ii. Name and address of filing party \_\_\_\_\_
- iii. Date petition filed \_\_\_\_\_
- iv. Name and address of Court \_\_\_\_\_
- v. Name and address of trustee \_\_\_\_\_
- vi. Disposition or outcome \_\_\_\_\_

**Note: Please enclose a copy of any discharge.**

If you answered "Yes" to 3(b) above, you must include the following for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) \_\_\_\_\_
- ii. Name and address of filing party \_\_\_\_\_
- iii. Date petition filed \_\_\_\_\_
- iv. Name and address of Court \_\_\_\_\_
- v. Name and address of Trustee \_\_\_\_\_
- vi. Disposition or outcome \_\_\_\_\_

**Name and Signature**

Name of person completing this form: Otis Perrick

Position with the applicant: Director

Name of Applicant Company or Partnership or sole proprietor: Ripe Holdings Inc.

**! (Please insert electronic signature or print, sign and scan)**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

November 18 2016

**Disclosure of Unlawful Activity & Bankruptcy** PT Board Form 5**About This Form**

This form must be completed by one or more people, depending on your organization. See question 1 for details. The information you give will be used by the Board as part of its deliberations in assessing if you are a fit and proper person as required by the *Passenger Transportation Act*. The Board may need more information depending on your answers to these questions. In assessing if you are a fit and proper person, the Board may consider, among other matters:

- What were the circumstances of any charges, convictions or findings of guilt and any sentence imposed?
- How much time has passed between the charge, conviction or finding of guilt and this application?
- Does the behavior for which the charges were laid or convictions or finding of guilt, indicate a pattern of poor conduct and character, lack of financial integrity or a threat to the public?
- What, if any, corrective or remedial activities have you undertaken in relation to any charges or convictions?

You must provide truthful answers. If you do not, and it becomes known to the Board, the Board may refuse the application or, if a licence is approved, attach conditions, suspend or cancel the licence.

Name of person completing form: Gagan (Ricky) GorayaYear of Birth: 1979

1. What type of licensee do you represent? Please check:

- ☐ Sole Proprietorship
- ☐ Partnership (each partner must complete this form)
- ☒ Incorporated Private Company (each director and officer must complete this form)
- ☐ Public Company (the President, Secretary and CEO must complete this form)
- ☐ Society (each director of the society must complete this form)

2. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder

- a) been charged with or convicted of an offence under the Criminal Code of Canada? Yes ☒ No ☐
- b) been charged with or convicted of an offence under the Controlled Drugs and Substances Act or the Income Tax Act? Yes ☐ No ☒

If you answered yes to any of the above questions, please provide the following details for **each conviction or finding of guilt** (attach a separate sheet if needed).

- i. Description of conviction or finding of guilt Stay of proceedings
- ii. Date of conviction or finding of guilt N/A
- iii. Description of sentence Charges were dropped
- iv. Name and location of court Vancouver Provincial Criminal Court
- v. Court file number (if known) 9783-1

3. Have you, or any business entity with which you are or have been associated as a director, officer or principal shareholder ever,

a) filed for bankruptcy protection or receivership; been petitioned into bankruptcy or receivership; or made a proposal under any bankruptcy, insolvency or similar law, or had any similar action taken against you, in any jurisdiction?

Yes ☐

No ☒

b) been denied or refused bankruptcy protection or reorganization under any bankruptcy or insolvency law in any jurisdiction?

Yes ☐

No ☒

If you answered "Yes" to 3(a), you must give the following information for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) \_\_\_\_\_
- ii. Name and address of filing party \_\_\_\_\_
- iii. Date petition filed \_\_\_\_\_
- iv. Name and address of Court \_\_\_\_\_
- v. Name and address of trustee \_\_\_\_\_
- vi. Disposition or outcome \_\_\_\_\_

**Note: Please enclose a copy of any discharge.**

If you answered "Yes" to 3(b) above, you must include the following for each proceeding (attach a separate sheet if needed)

- i. Name and address of entity (if applicable) \_\_\_\_\_
- ii. Name and address of filing party \_\_\_\_\_
- iii. Date petition filed \_\_\_\_\_
- iv. Name and address of Court \_\_\_\_\_
- v. Name and address of Trustee \_\_\_\_\_
- vi. Disposition or outcome \_\_\_\_\_

**Name and Signature**

Name of person completing this form: Gagan (Ricky) Goraya

Position with the applicant: Director

Name of Applicant Company or Partnership or sole proprietor: Ripe Holdings Inc.

**! (Please insert electronic signature or print, sign and scan)**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

G. Goraya  
November 18, 2016



**Declarations** PT Board Form 17**About this Form:**

- This form is required for all licence applications.
- This form must be signed by the **individual** (sole proprietor), **all partners** in the partnership, or the **president or sole director** of the corporation.
- By signing this form, you are making the declarations set out in A & below.

**Legal Name of Applicant (complete one of the following)**

<input type="radio"/> Full Name of Individual:	<input type="radio"/> Full Name of Each Partner:	<input checked="" type="radio"/> Full Name of Corporation
Ripe Holdings Inc.		

Passenger Transportation Licence No., if applicable \_\_\_\_\_

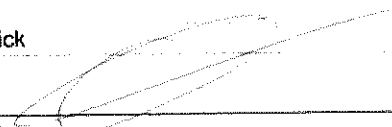
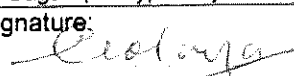
**A. Declaration: Liquor Control and Licensing Act****I DECLARE THAT:**

- 1 I understand that offences under the *Liquor Control and Licensing Act* include:
  - consuming alcohol in a public place, including motor vehicles;
  - operating a motor vehicle while there is liquor in the vehicle; and
  - permitting a minor to consume liquor in a place under your control.
- 2 I understand that my passenger transportation licence may be suspended or cancelled if I commit an offence under the *Liquor Control and Licensing Act* related to the operation of a commercial passenger vehicle.
- 3 I will educate my drivers and operators about their responsibilities on how to deal with the consumption of alcoholic beverages by passengers on my commercial passenger vehicles.

**B. Declaration: Application Information****I DECLARE THAT:**

- 1 The statements and information contained in, attached to and submitted with this licence application package are true and correct.
- 2 I understand that statements and information contained in, attached to and submitted with this licence application package may be verified.
- 3 I understand that false or misleading representations could result in refusal of my application or cancellation of my licence, if my application is approved

**C. Signatures (Please insert electronic signature or print, sign and scan)**

Full Name: Otis Perrick	Title: Director
Signature: 	Date: November 18, 2016
Full Name: Gagan (Ricky) Goraya	Title: Director
Signature: 	Date: November 18, 2016

**Public Explanation of Passenger Directed Vehicle (PDV) Application**

PT Board Form 6

**About this Form:**

- This form is required when you making an application for a new or amended licence or to add vehicles to your fleet..
- This form is not required for a rate change application.
- Information on this form will be published as part of your "application summary".

Please answer each question in one or two sentences.

**1. Why are you making this application? (Tell us if there is anything unique about your application. For example, is it a specialty service? Is there a target market? Etc.)**

- Ripe TX is a fully digitally-dispatched taxi service, meaning no top lights, flagging, or use of taxi stands. This is unique in the GVRD that will fill the public need not only for more and improved taxi services, but also for passenger transportation that meets their needs in a digital world.
- Our application is for pickup and drop-off across the Greater Vancouver Regional District (GVRD), which will address common customer concerns and complaints about going to and from the suburbs to downtown Vancouver.

**2. How will your application affect transportation services in your community?**

Increases availability and reduced wait times across the multiple municipalities in the GVRD.

**This form has been prepared by the applicant for public information.****Name of Applicant:** Ripe TX

**Metered Taxi Rates** PT Board Form 10**About this Form:** This form may be used if you are applying for a:

- ✓ new licence to operate a taxi
- ✓ change to your approved taxi meter rates

**! Note:** Rates are not effective unless approved by the Passenger Transportation Board**Applicant**Legal Name: Ripe Holdings INC.**Metered Taxi Rates**Initial Flag Rate: \$ 3.20Distance Rate: \$ 1.84 per kilometerMetered Waiting Time Rate: \$ 32.86 per hourGoods & Services Tax (GST) is **included** in the rates set out above.**Meter Increments**

Indicate the price increment of taxi fares that are displayed on the meter.

☒ \$0.10 ☐ \$0.15 ☐ \$0.20 ☐ \$0.25 ☐ Other: \_\_\_\_\_**Other Metered Rates (if applicable)**

If the meter calculates any rates other than what is noted above, list the rates and reason in this section:

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TRANSPORTATION BOARD

202- 940 BLANSHARD STREET • PO BOX 9850 STN PROV GOVT • VICTORIA BC V8W 9T5

## PDV Rules PT Board Form 14

About this Form: Use this form if you are applying for a:

- ✓ new Special Authorization licence for a passenger directed vehicle ("PDV")
- ✓ change to your approved rules

**Note:** Rules are not effective unless approved by the Passenger Transportation Board

The Board has established standard rules for:

- All taxis in British Columbia Standard Rules for Taxicabs
- All Limousines being operated in the Victoria, Vancouver and surrounding areas Minimum-Maximum Rates and Standard Rules for Limousines in BC
- If you operate a taxi or limousine and want a rule that is different from the Standard Rule, please tell us why.

### Operator

Legal Name: Ripe Holdings Inc.

### Transportation Service

Describe the type of transportation service you provide or want to provide  
(e.g. taxi, limousine, shuttle service, transportation for ESL students, etc.)

Digital dispatched taxi

### Applicable Rates

Indicate the types of rates that your rules apply to:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Metered Taxi Rates | <input type="checkbox"/> Individual Rates |
| <input type="checkbox"/> Hourly Rates                  | <input type="checkbox"/> Contract Rates   |
| <input type="checkbox"/> Point-to-Point Rates          | <input type="checkbox"/> Other: _____     |

### Rules

No. Rules:

1. Fares will be calculated via the Ripe smartphone application
2. Unless otherwise indicated, the Board's standard rules will apply
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_

### Discounts and Commissions

No.	Discounts or Commissions	Rate
1.	_____	_____%
2.	_____	_____%
3.	_____	_____%

1000    *Bylaws*

## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Final Reading  
Zone Amending Bylaw No. 6987-2013  
22305 and 22315 122 Avenue

**MEETING DATE:** March 14, 2017  
**FILE NO:** 2013-029-RZ  
**MEETING:** COUNCIL

---

### EXECUTIVE SUMMARY:

Bylaw 6987-2013 has been considered by Council and at Public Hearing and was subsequently granted third reading. The applicant has requested that final reading be granted. The purpose of the rezoning is to permit the construction of a 69 unit, 5 storey apartment building with underground parking. The proposed RM-2 (Medium Density Apartment Residential) zoning complies with the Official Community Plan (OCP).

Council granted first reading for Zone Amending Bylaw No. 6987-2013 on June 25, 2013 and second reading on January 13, 2015. This application was presented at Public Hearing on February 17, 2015, and Council granted third reading on February 24, 2015. Council granted a first extension on February 23, 2016.

### RECOMMENDATION:

**That Zone Amending Bylaw No. 6987-2013 be adopted.**

### DISCUSSION:

#### a) Background Context:

Council considered this rezoning application at a Public Hearing held on February 17, 2015. On February 24, 2015 Council granted third reading to Zone Amending Bylaw No. 6987-2013 with the stipulation that the following conditions be addressed:

- 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) Deposit of a security for off-site improvements beyond the frontage of the subject properties to improve overall pedestrian circulation in the area; specifically, extension of municipal sidewalk along the frontage of properties located at 22295 and 22333 122 Avenue;
- iii) Road dedication as required;
- iv) Consolidation of the development site;
- v) Registration of a geotechnical report as a Restrictive Covenant at the Land Title Office which addresses the suitability of the site for the proposed development;
- vi) Registration of a Statutory Right-of-Way plan and agreement at the Land Title Office for sanitary sewer purposes;

- vii) Registration of a 'No Build' Restrictive Covenant at the Land Title Office along the western property line of 22305 122 Avenue to ensure future development potential of lands to the west;
- viii) A disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks. If there is evidence, a site profile pursuant to the Waste Management Act must be provided in accordance with the regulations.

The following applies to the above:

1. The applicant has entered into a Rezoning Servicing Agreement and has provided a security for the required works and services, as outlined in the Agreement.
2. The cost of extending the municipal sidewalk along the frontage of adjacent properties located at 22295 and 22333 122 Avenue has been included in the Rezoning Servicing Agreement design and security.
3. Road dedication has been provided along 123 Avenue.
4. The subject properties have been consolidated at the Land Title Office.
5. After further review, it was determined that the Geotechnical Report did not need to be registered on the property title as a restrictive covenant.
6. After further review with the Engineering Department, it has been determined this Right-of-Way is not required.
7. A no build covenant has been provided.
8. A disclosure statement has been provided by a Professional Engineer advising no underground fuel storage tanks exist.

#### **CONCLUSION:**

As the applicant has met Council's conditions, it is recommended that final reading be given to Zone Amending Bylaw No. 6987-2013.

"Original signed by Chuck Goddard" \_\_\_\_\_ for \_\_\_\_\_

**Prepared by: Amelia Bowden, M. Urb  
Planner 1**

"Original signed by Christine Carter" \_\_\_\_\_

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

"Original signed by David Pollock" \_\_\_\_\_ for \_\_\_\_\_

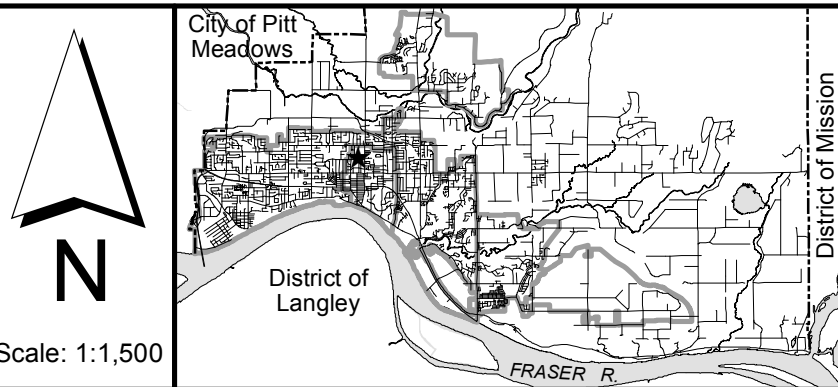
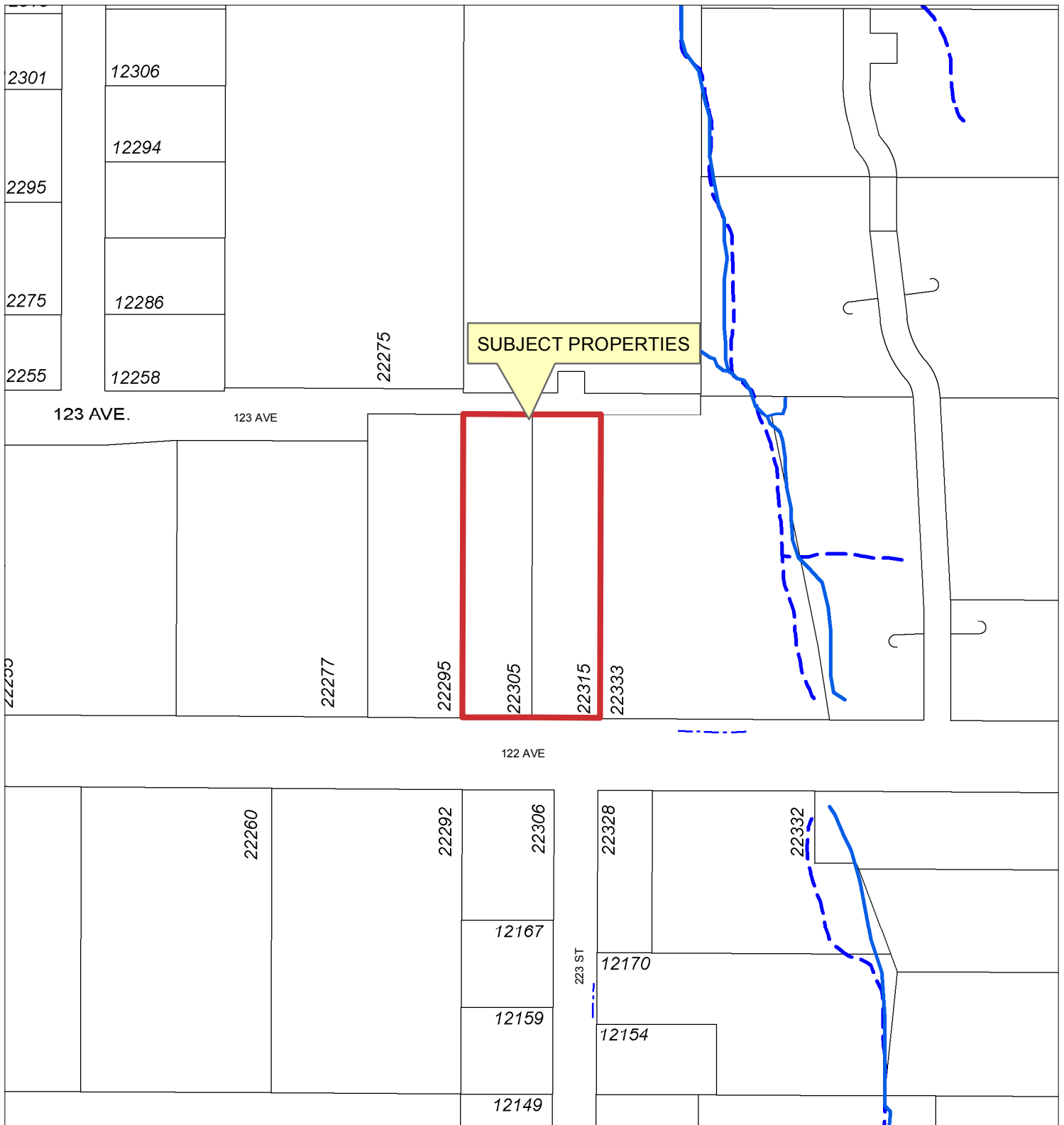
**Approved by: Frank Quinn, MBA, P.Eng  
GM: Public Works & Development Services**

"Original signed by E.C. Swabey" \_\_\_\_\_

**Concurrence: E.C. Swabey  
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map  
Appendix B – Zone Amending Bylaw No. 6987-2013  
Appendix C – Site Plan



22305 & 22315 122 AVENUE



**CITY OF MAPLE RIDGE**  
PLANNING DEPARTMENT

DATE: Oct 31, 2014

FILE: 2013-029-RZ

BY: PC



**CITY OF MAPLE RIDGE**

**BYLAW NO. 6987-2013**

**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. 6987-2013."
2. Those parcels or tracts of land and premises known and described as:  
  
Lot A District Lot 399 New Westminster District Plan 13442  
Lot B District Lot 399 New Westminster District Plan 13442  
  
and outlined in heavy black line on Map No. 1587 a copy of which is attached hereto and forms part of this Bylaw, are hereby rezoned to RM-2 (Medium Density Apartment 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 25<sup>th</sup> day of June, 2013.

**READ** a second time the 13<sup>th</sup> day of January, 2015.

**PUBLIC HEARING** held the 17<sup>th</sup> day of February, 2015.

**READ** a third time the 24<sup>th</sup> day of February, 2015.

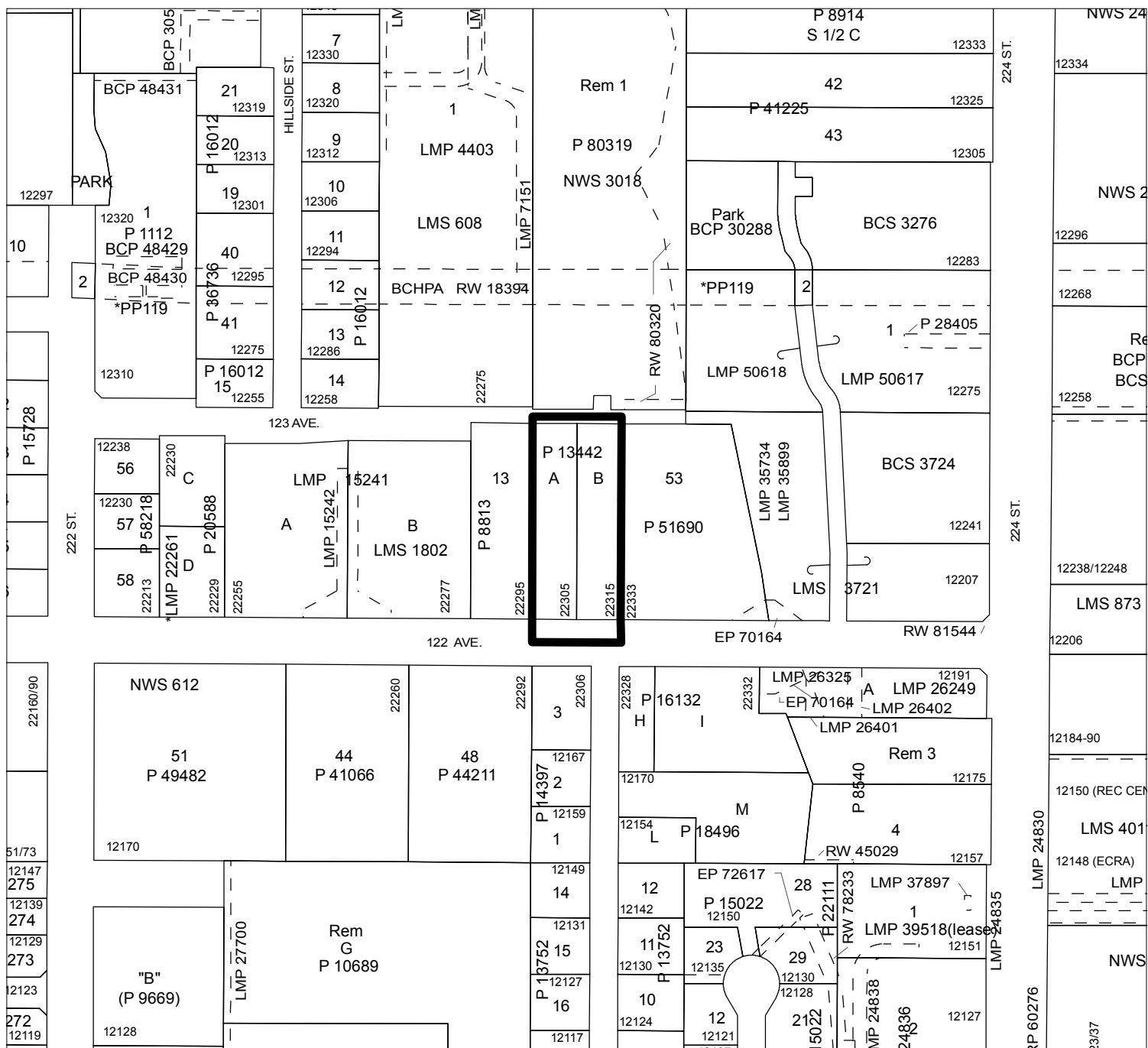
**ADOPTED** the        day of        , 20.

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**PRESIDING MEMBER**

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**CORPORATE OFFICER**



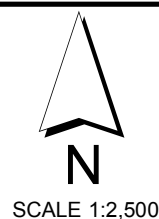
# MAPLE RIDGE ZONE AMENDING

Bylaw No. 6987-2013

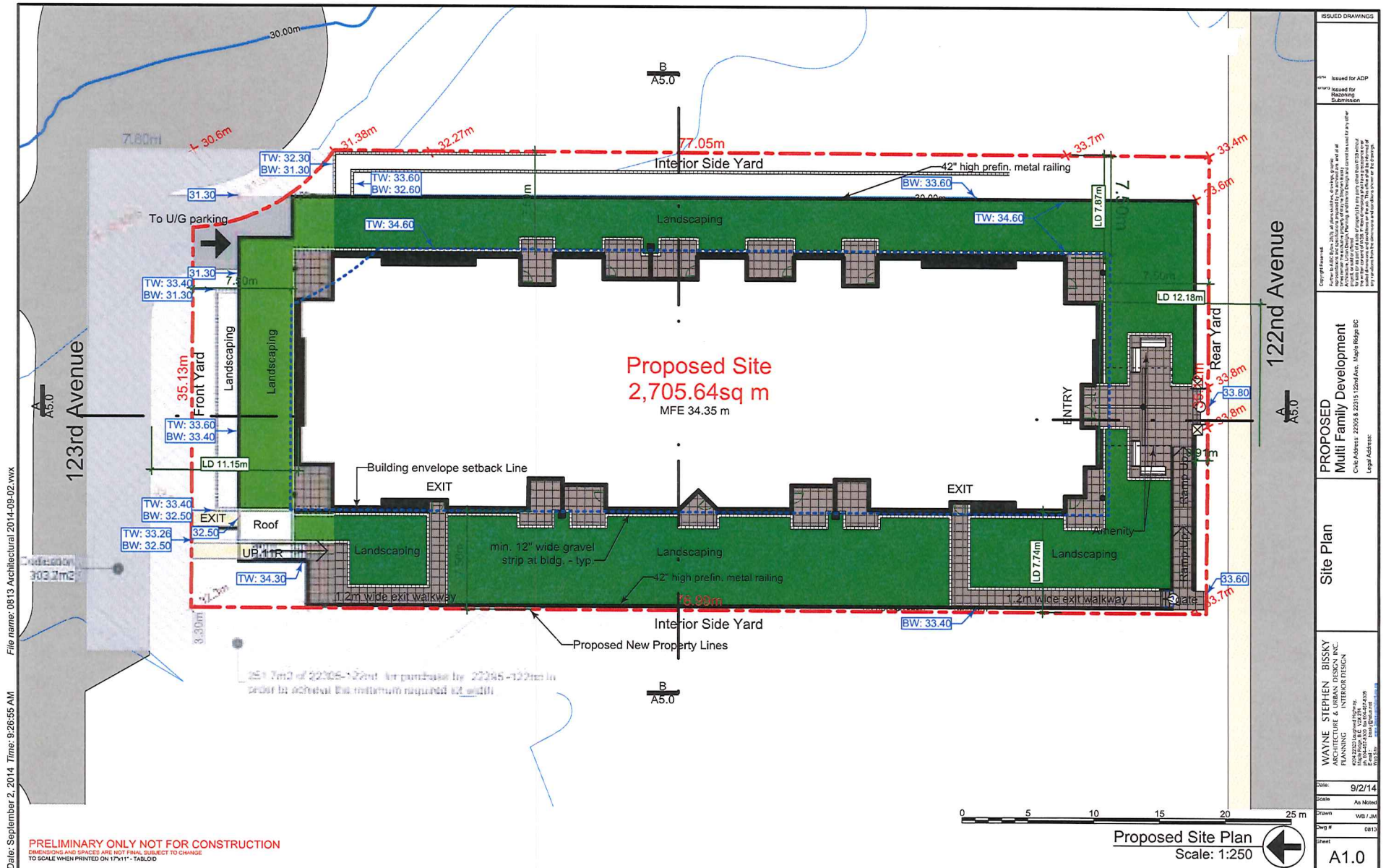
Map No. 1587

From: RS-1 (One Family Urban Residential)

To: RM-2 (Medium Density Apartment Residential)



## APPENDIX C



## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Final Reading  
Zone Amending Bylaw No. 7115-2014  
12420 Ansell Street

**MEETING DATE:** March 14, 2017  
**FILE NO:** 2014-091-RZ  
**MEETING:** COUNCIL

---

### EXECUTIVE SUMMARY:

Zone Amending Bylaw No. 7115-2014 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 subdivision into two RS-2 (One Family Suburban Residential) lots not less than 1 acre (0.4 ha.).

Council granted first reading for Zone Amending Bylaw No. 7115-2014 on October 28, 2014, and granted second reading on May 26, 2015. This application was presented at Public Hearing on June 16, 2015, and Council granted third reading on June 23, 2015. Council granted a first extension on July 26, 2016.

### RECOMMENDATION:

**That Zone Amending Bylaw No. 7115-2014 be adopted.**

### DISCUSSION:

#### a) Background Context:

Council considered this rezoning application at a Public Hearing held on June 16, 2015. On June 23, 2015 Council granted Third Reading to Zone Amending Bylaw No. 7115-2014 with the stipulation that the following conditions be addressed:

- i) A corner truncation for road dedication, as required;
- ii) Registration of a restrictive covenant for preservation of the agricultural buffer must be registered at the Land Title Office, including a disclosure statement regarding neighboring farming practices;
- iii) Registration of a restrictive covenant for stormwater management;
- iv) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

The following applies to the above:

1. Road dedication has been provided.
2. An Agricultural Land Reserve Buffer and a restrictive covenant for the agricultural buffer have been provided.
3. A restrictive covenant for storm water management has been provided.
4. A disclosure statement has been received stating that there are no underground fuel or storage tanks on the subject property, and no further investigation is warranted.

**CONCLUSION:**

As the applicant has met Council's conditions, it is recommended that final reading be given to Zone Amending Bylaw No. 7115-2014.

"Original signed by Therese Melser"

---

**Prepared by: Therese Melser**  
**Planning Technician**

"Original signed by Christine Carter"

---

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

"Original signed by David Pollock" for

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

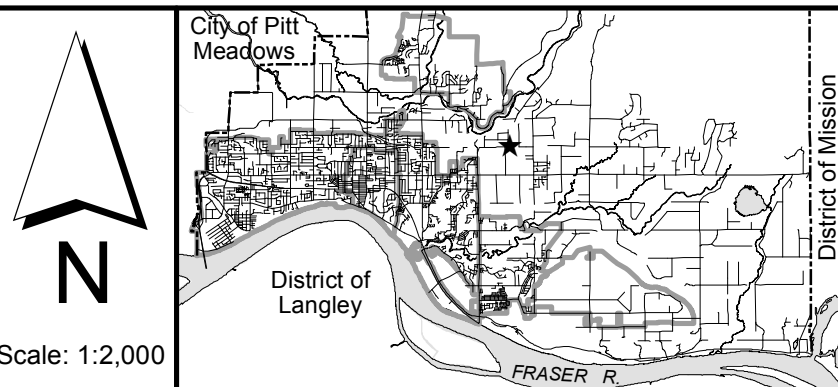
"Original signed by E.C. Swabey"

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**Concurrence: E.C. Swabey**  
**Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map  
Appendix B – Zoning Amending Bylaw No. 7115-2014  
Appendix C - Subdivision Plan



## 12420 ANSELL STREET



**CITY OF MAPLE RIDGE**

PLANNING DEPARTMENT

DATE: Sep 25, 2014
FILE: 2014-091-RZ
BY: PC

**CITY OF MAPLE RIDGE**

**BYLAW NO. 7115-2014**

**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. 7115-2014."

2. That parcel or tract of land and premises known and described as:

Lot 78 Section 22 Township 12 New Westminster District Plan 43885

and outlined in heavy black line on Map No. 1628 a copy of which is attached hereto and forms part of this Bylaw, is 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 28<sup>th</sup> day of October, 2014.

**READ** a second time the 26<sup>th</sup> day of May, 2015.

**PUBLIC HEARING** held the 16<sup>th</sup> day of June, 2015.

**READ** a third time the 23<sup>rd</sup> day of June, 2015.

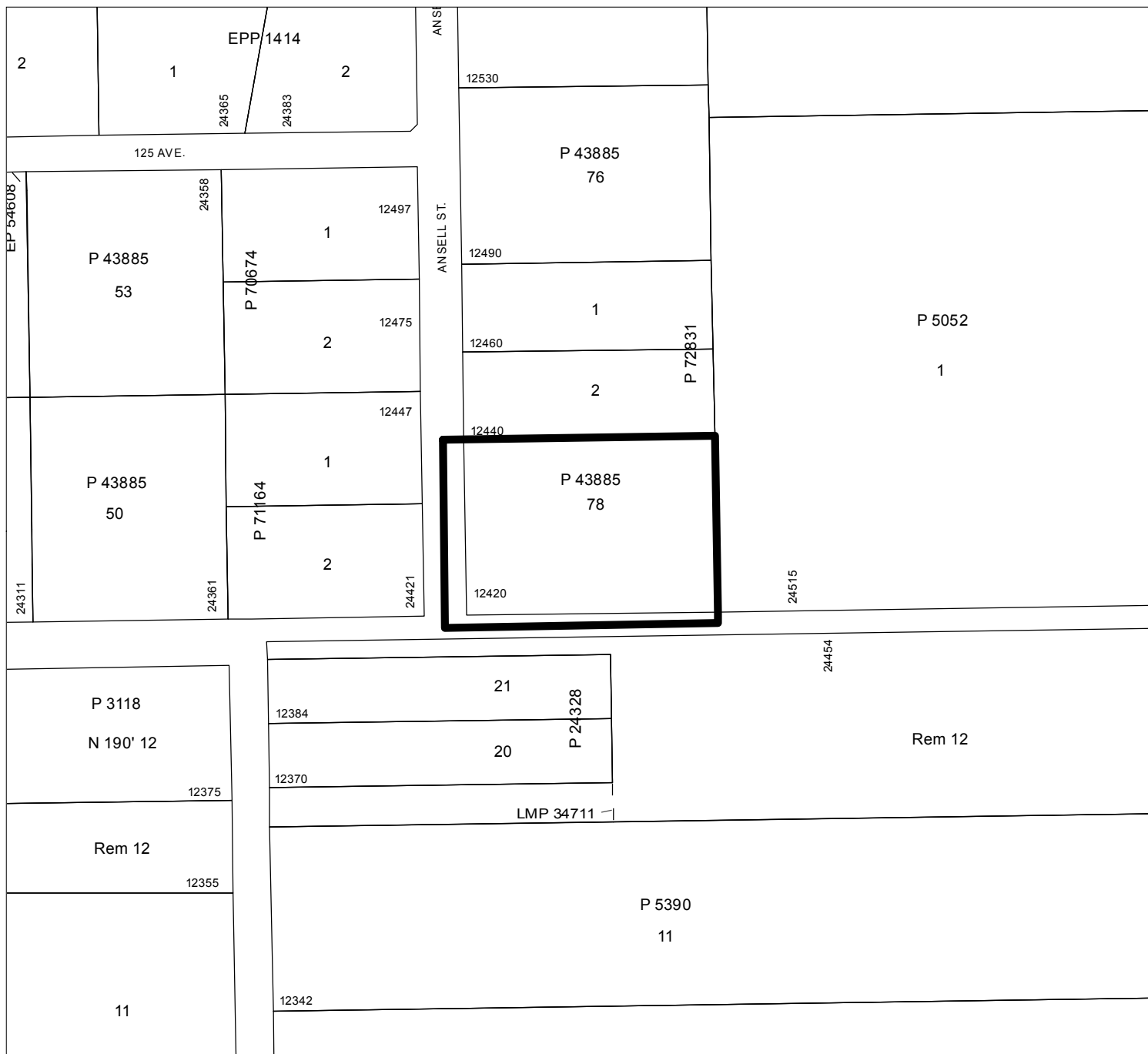
**ADOPTED** the        day of        , 20

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**PRESIDING MEMBER**

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**CORPORATE OFFICER**



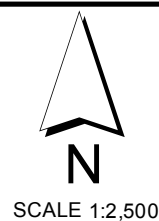
# MAPLE RIDGE ZONE AMENDING

Bylaw No. 7115-2014

Map No. 1628

From: RS-3 (One Family Rural Residential)

To: RS-2 (One Family Suburban Residential)



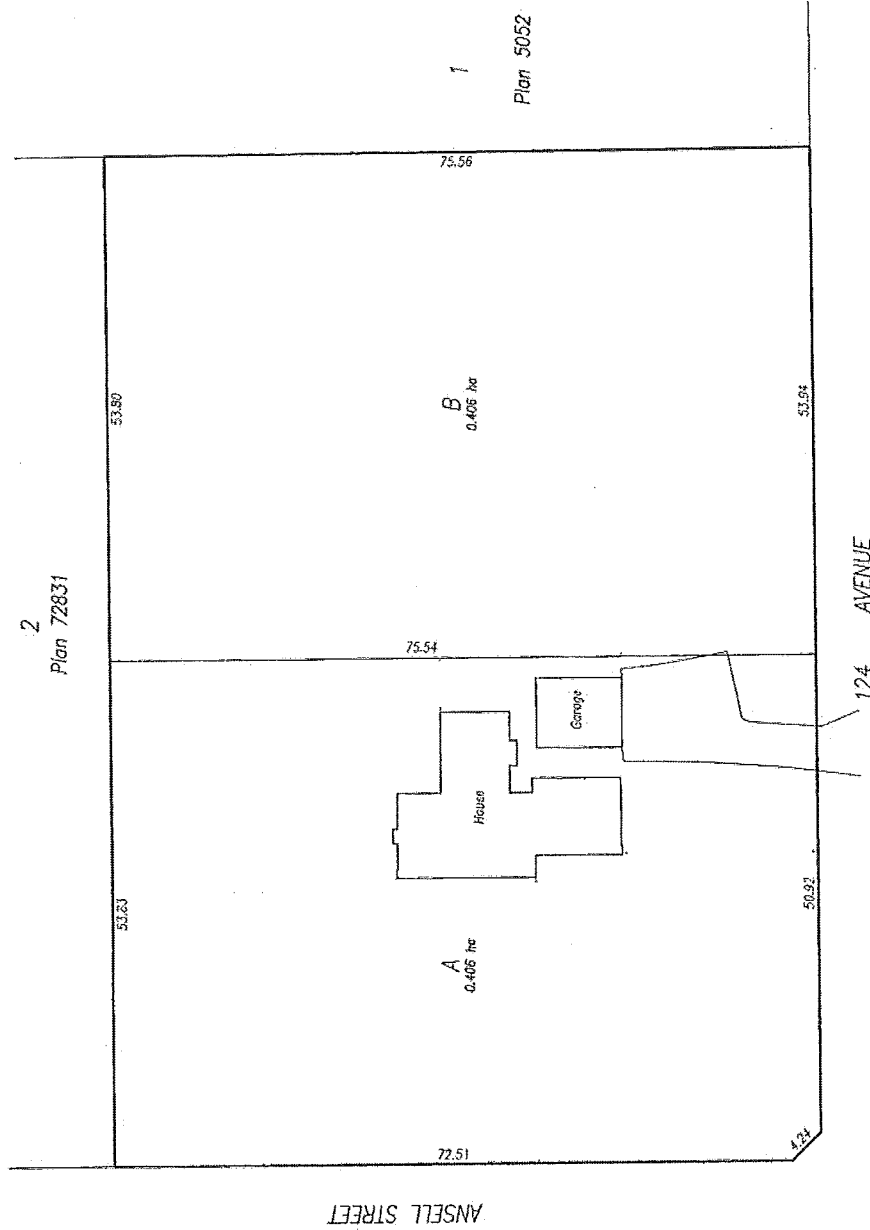
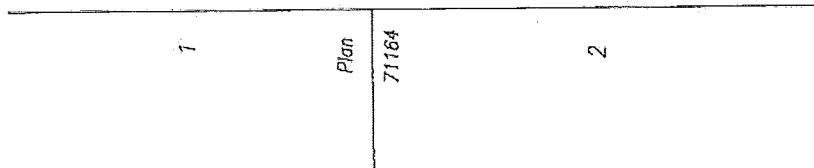
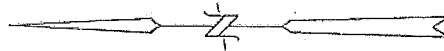


# PROPOSED SUBDIVISION OF LOT 78 SEC.22 TP.12 N.W.D. PLAN 43885

B.C.G.S. 92G. 028  
This plan lies within the  
Greater Vancouver Regional District  
Municipality of Maple Ridge

Scale 1:500

All distances are in metres except where otherwise noted



*AW*

S.P. Wade, B.C.L.S.  
DATE: AUGUST 20, 2014

Wade & Associates Land Surveying Ltd.  
B.C. Land Surveyors  
Maple Ridge and Mission  
File: H2934-02 Phone 604-463-4753

## City of Maple Ridge

<b>TO:</b>	Her Worship Mayor Nicole Read and Members of Council	<b>MEETING DATE:</b>	March 14, 2017
<b>FROM:</b>	Chief Administrative Officer	<b>FILE NO:</b>	2016-129-RZ
		<b>MEETING:</b>	COUNCIL
<b>SUBJECT:</b>	<b>Final Reading:</b> <b>Zone Amending Bylaw No. 7303-2016</b> <b>11225 240 Street</b>		

---

### EXECUTIVE SUMMARY:

Bylaw 7303-2016 has been considered by Council and at Public Hearing and subsequently was granted Third Reading on February 28, 2017. The application for a site specific text amendment to the C-1 (Neighbourhood Commercial) Zone adding a series of permitted uses for the above cited property is ready to be considered by Council for final approval.

There are no terms and conditions associated with this application.

### RECOMMENDATION:

**That Zone Amending Bylaw No. 7303-2016 be adopted.**

### DISCUSSION:

#### a) Background Context:

Council considered this rezoning application at a Public Hearing held on February 21, 2017. On February 28, 2017 Council granted Third Reading to Zone Amending Bylaw No. 7303-2016 for a site specific text amendment to the C-1 (Neighbourhood Commercial) Zone adding a series of permitted uses for the above cited property.

There are no terms and conditions associated with this application.

## CONCLUSION:

As there are no terms and conditions, it is recommended that Final Reading be given to Zone Amending Bylaw No. 7303-2016.

“Original signed by Adrian Kopystynski”

---

**Prepared by:** Adrian Kopystynski MCIP, RPP, MCAHP  
Planning Technician

“Original signed by Christine Carter”

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

“Original signed by David Pollock” for

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

“Original signed by E.C. Swabey”

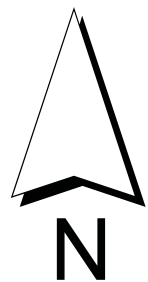
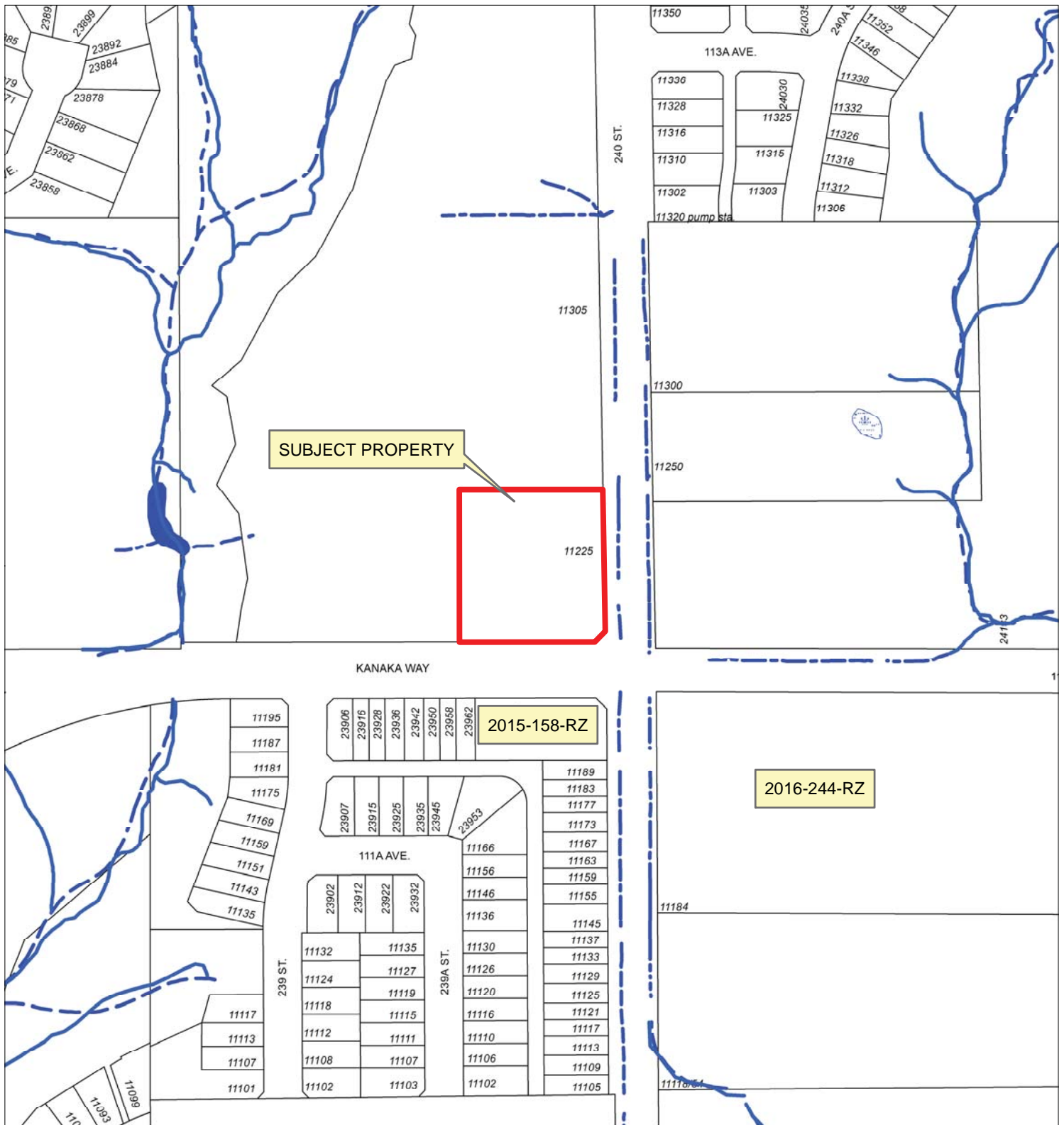
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**Concurrence:** E.C. Swabey  
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Bylaw 7303-2016.



Scale: 1:2,500

## Legend

- Stream
- Ditch Centreline
- Edge of Marsh
- Indefinite Creek
- River Centreline
- Lake or Reservoir
- Marsh

11225 240 ST

PLANNING DEPARTMENT



**MAPLE RIDGE**

British Columbia

**mapleridge.ca**

2016-129-RZ

DATE: Jan 4, 2017

BY: DT

**CITY OF MAPLE RIDGE  
BYLAW NO. 7303-2016**

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

---

**WHEREAS**, it is deemed expedient to amend the 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. 7303-2016”.
2. Maple Ridge Zoning Bylaw No. 3510-1985 is hereby amended as follows:

Part 7 Commercial Zones, Section 701 Neighbourhood Commercial: C-1, sub-section 1. Permitted Principal Uses is amended by adding the following new clause g) as follows:

  - g) The following uses are permitted specific to the site legally described as Lot A Section 16 Township 12 New Westminster District Plan EPP25279 and PID 029-069-131:
    - i. Licensee Retail Stores
    - ii. Financial Services
    - iii. Professional Services limited to: Medical Clinics, Physiotherapists /Chiropractors, Dentists, Veterinarians and Hearing/Eye Clinics
    - iv. Private Schools
    - v. Fitness Facilities
    - vi. Pharmacies
3. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

**READ** a first time the 17<sup>th</sup> day of January, 2017.

**READ** a second time the 17<sup>th</sup> day of January, 2017.

**PUBLIC HEARING** held the 21<sup>st</sup> day of February, 2017.

**READ** a third time the 28<sup>th</sup> day of February, 2017.

**ADOPTED**, the        day of        , 2017.

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**PRESIDING MEMBER**

---

**CORPORATE OFFICER**



## CITY OF MAPLE RIDGE

### BYLAW NO. 7311-2017

A Bylaw to amend Maple Ridge Bylaw Nos. 5845-1999, 5908-2000, 6471-2007, 6659-2009, 7201-2016, 7202-2016, 7203-2016

---

**WHEREAS**, it is deemed expedient to amend Maple Ridge Council Procedure Bylaw Nos. 5845-1999, 5908-2000, 6471-2007, 6659-2009, 7201-2016, 7202-2016, 7203-2016 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 Committee Appointments – Alternates: Amending Bylaw No. 7311-2017."
2. That the following Maple Ridge Bylaws be amended as follows:

“Council may choose to appoint members in a different configuration than that listed here if an applicant meeting the specific membership description cannot be found to fill a vacancy and an application is received from an alternate applicant without the specific membership description but who would be an asset to the Committee.”

in the sections noted below:

Bylaw Title	Bylaw #	Bylaw Section to be added
Municipal Advisory Committee on Accessibility Issues	5845-1999	Add to Section 6
Community Heritage Commission	5908-2000	Add to end of Section 3.3
Agricultural Advisory Committee	6471-2007	Add Section 3.3 i)
Public Art Steering Committee	6659-2009	Add to end of Section 4
Active Transportation Advisory Committee	7201-2016	Add to end of Section 3
Environmental Advisory Committee	7202-2016	Add to end of Section 3
Social Policy Advisory Committee	7203-2016	Add to end of Section 3

**READ** a first time the 28<sup>th</sup> day of February, 2017.

**READ** a second time the 28<sup>th</sup> day of February, 2017.

**READ** a third time the 28<sup>th</sup> day of February, 2017.

**ADOPTED**, the \_\_ day of March, 2017.

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PRESIDING MEMBER

---

CORPORATE OFFICER

**1004**

## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** First, Second, and Third Reading  
Robinson Eco Cluster Local Area Service Bylaw No. 7277-2016  
23154 136 Avenue

**MEETING DATE:** March 6, 2017  
**FILE NO:** 2013-085-SD  
**MEETING:** C of W

---

### EXECUTIVE SUMMARY:

The developer of the property located at 23154 136 Avenue has made a formal petition, per the *Community Charter, Part 7, Division 5, 211 (1)(a)*, requesting the City provide a Local Area Service Bylaw specific to those properties to be created by subdivision. The service is for enhanced landscape maintenance of enhanced road bioswales, and a parkette within the development. The bylaw will require the future property owners of each the 31 single family lots to pay an annual fee as a Local Service Tax for these enhanced landscape maintenance areas within the development. Similar Local Area Service bylaws have been established in Albion and Silver Valley. A concurrent rezoning application (2013-085-RZ) is scheduled for final reading on February 28, 2017.

### RECOMMENDATIONS:

1. That a Local Area Service Bylaw, as formally petitioned by the developer of the lands referred to as 'Robinson Eco Cluster', and per the *Community Charter, Part 7, Division 5, 211 (1)(a)*, be authorized for the enhanced landscape maintenance costs to be levied on the benefitting properties to be created by subdivision of the land; and further
2. That Local Area Service Bylaw No. 7277-2016 be given first, second and third readings.

### DISCUSSION:

#### a) Background Context:

The subject property located at 23154 136 Avenue is 3.51 hectares (8.66 acres) in area (see Appendix A). Although there is a panhandle from 136 Avenue, the property is currently accessed by a driveway through the property to the south (23083 132 Avenue) (see Appendix B). The applicant is proposing to rezone a portion of the property from RS-3 (One Family Rural Residential) to R-2 (Urban Residential District) to permit a subdivision of approximately 27 lots. In the first phase of the development the existing house will remain on Lot 27 but is intended to be further subdivided into 5 lots when the house is removed, for a total of 31 single family lots (see Appendix C). The remainder of the property will be dedicated as Park for protection of the watercourses, riparian habitat and environmentally sensitive areas.

#### b) Desired Outcomes:

A Local Area Service Bylaw is required for the enhanced landscape maintenance of enhanced road bioswales and a parkette within the development in order for subdivision approval under application



2013-085-SD. The developer has made a formal petition, per the *Community Charter, Part 7, Division 5, 211 (1)(a)* (see Appendix D), requesting the City provide a Local Area Service Bylaw, specific to those properties to be created by subdivision.

The developer of the site will be responsible for the enhanced landscaped areas installation costs and maintenance costs, ensuring 100% survival, for two years after completion of planting. The costs for ongoing maintenance in subsequent years will then be provided by the 31 property owners after subdivision. The cost recovery method will be through the collection of 100% of the enhanced landscaping maintenance costs as a Local Service Tax.

**c) Enhanced Landscape Area Requirements:**

The enhanced landscape maintenance areas include enhanced road bioswales and a parkette. These areas are identified on the Bylaw Map (Schedule “A” of Appendix “E”). The planting concept for these landscape areas is for enhanced natural areas that will be planted with a variety of native trees and shrubs.

The recommended procedures and frequencies for maintenance is attached as Schedule “B” of Appendix “E”, under the BC Landscape Standard. The planting plan for the enhanced landscape planting areas was prepared by Phoenix Environmental Services and is attached as Schedule “C” of Appendix “B”. This standard is for preservation of natural conditions, with weeds and debris removed as necessary. The standard includes maintaining areas to preserve natural plantings in a natural condition. Phoenix Environmental Services has provided an estimate for the yearly maintenance of \$3,660.00 per year after the developer’s initial two year maintenance period, attached as Schedule “B” of Appendix “E”.

**d) Citizen Implications:**

The estimated cost of the petitioned service will be \$118.00 per year for each residential lot of the 31 lots in the Robinson Eco Cluster-Local Area Service. It is anticipated that this charge will start in 2021, after the completion of the one year maintenance period required from the developer. Potential buyers prior to 2020 will be advised of the future charge through a notation on the Property Tax Information Sheet. Once the charge comes into effect, the cost will be included in the property tax.

**e) Interdepartmental Implications:**

**Operations Department:**

The enhanced landscaping maintenance requirements for the enhanced landscape planting areas in this development are in excess of the funded base level of maintenance provided throughout Maple Ridge, and therefore would be unfunded by the City. Local Area Service bylaws have been established in several other areas in the City, including Albion and Silver Valley.

**Finance Department:**

The Property Tax section of the Finance Department will impose the cost of this service as a levy and place the notation on the tax roll of the benefitting property owners, anticipated to be in 2021.

## CONCLUSION:

It is recommended that the formal petition by the developer for a Local Area Service be authorized by Council for the enhanced landscape maintenance costs to be levied on the benefitting properties to be created by subdivision of the land; and that first, second and third readings be given to Robinson Eco Cluster Local Area Service Bylaw No. 7277-2016.

“Original signed by Amelia Bowden”

---

**Prepared by:** Amelia Bowden, M.Urb  
Planner 1

“Original signed by Christine Carter”

---

**Approved 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

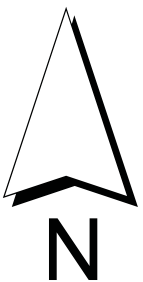
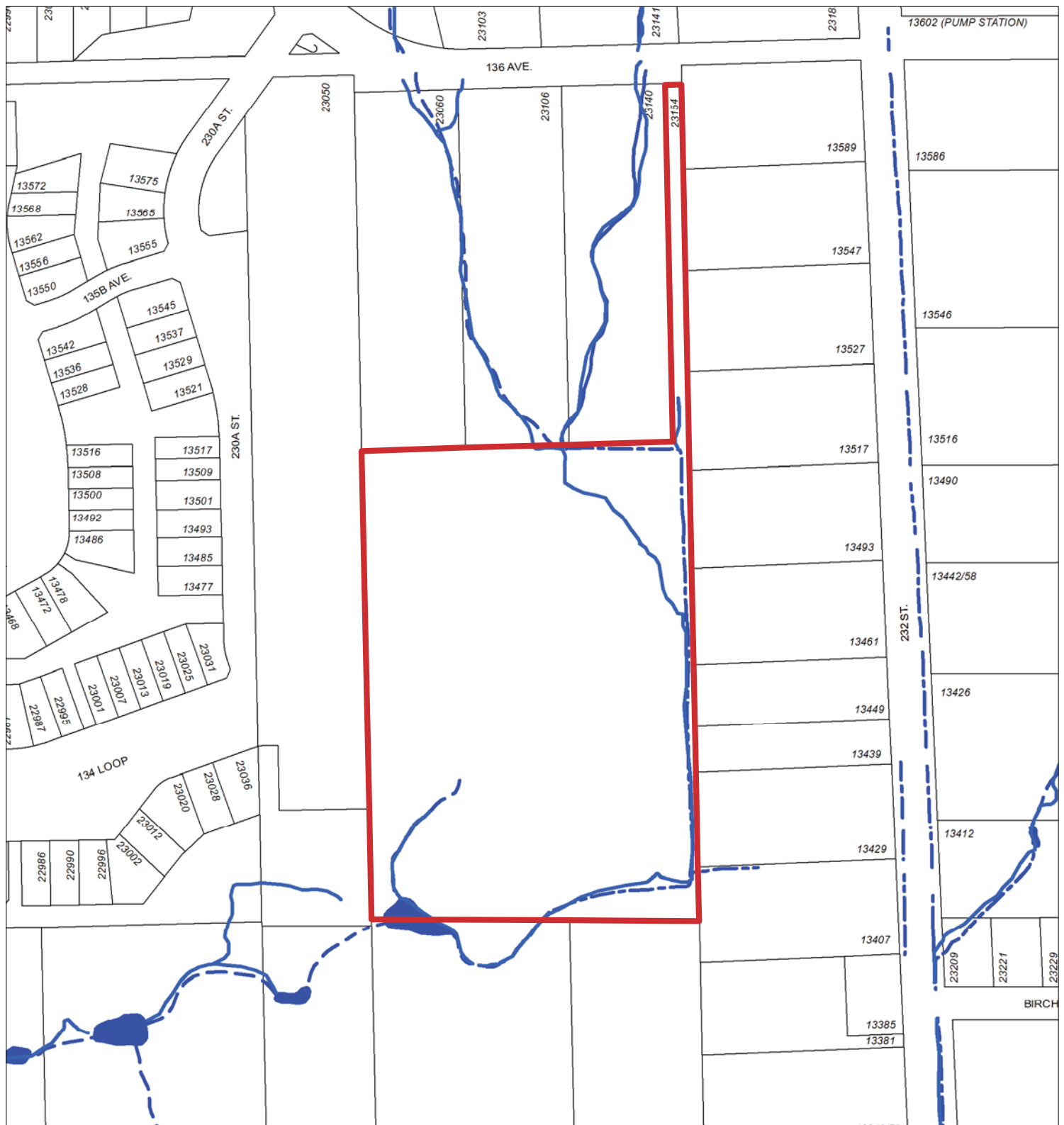
“Original signed by E.C. Swabey”

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**Concurrence:** E.C. Swabey  
Chief Administrative Officer






The following appendices are attached hereto:

Appendix A – Subject Map  
Appendix B – Ortho Map  
Appendix C – Subdivision Plan  
Appendix D - Petition for Local Area Service  
Appendix E - Local Area Service Bylaw No. 7277-2016



Scale: 1:2,500

## Legend

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

23154 136 AVENUE



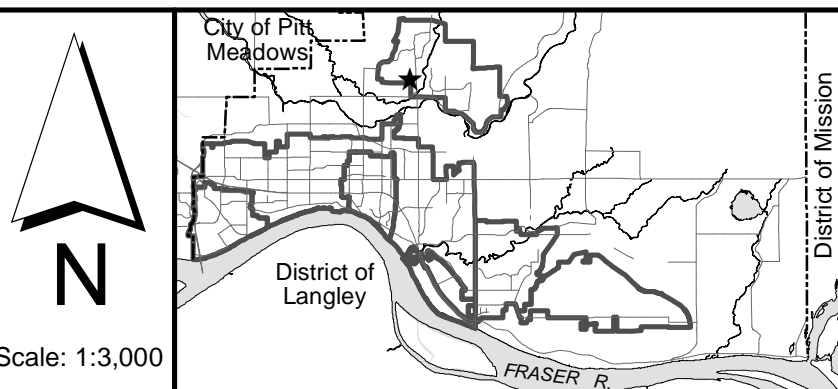
FILE: 2013-085-RZ  
DATE: Mar 2, 2016

BY: PC





Aerial Imagery from the Spring of 2016



Scale: 1:3,000

23154 136 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2013-085-VP

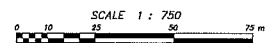
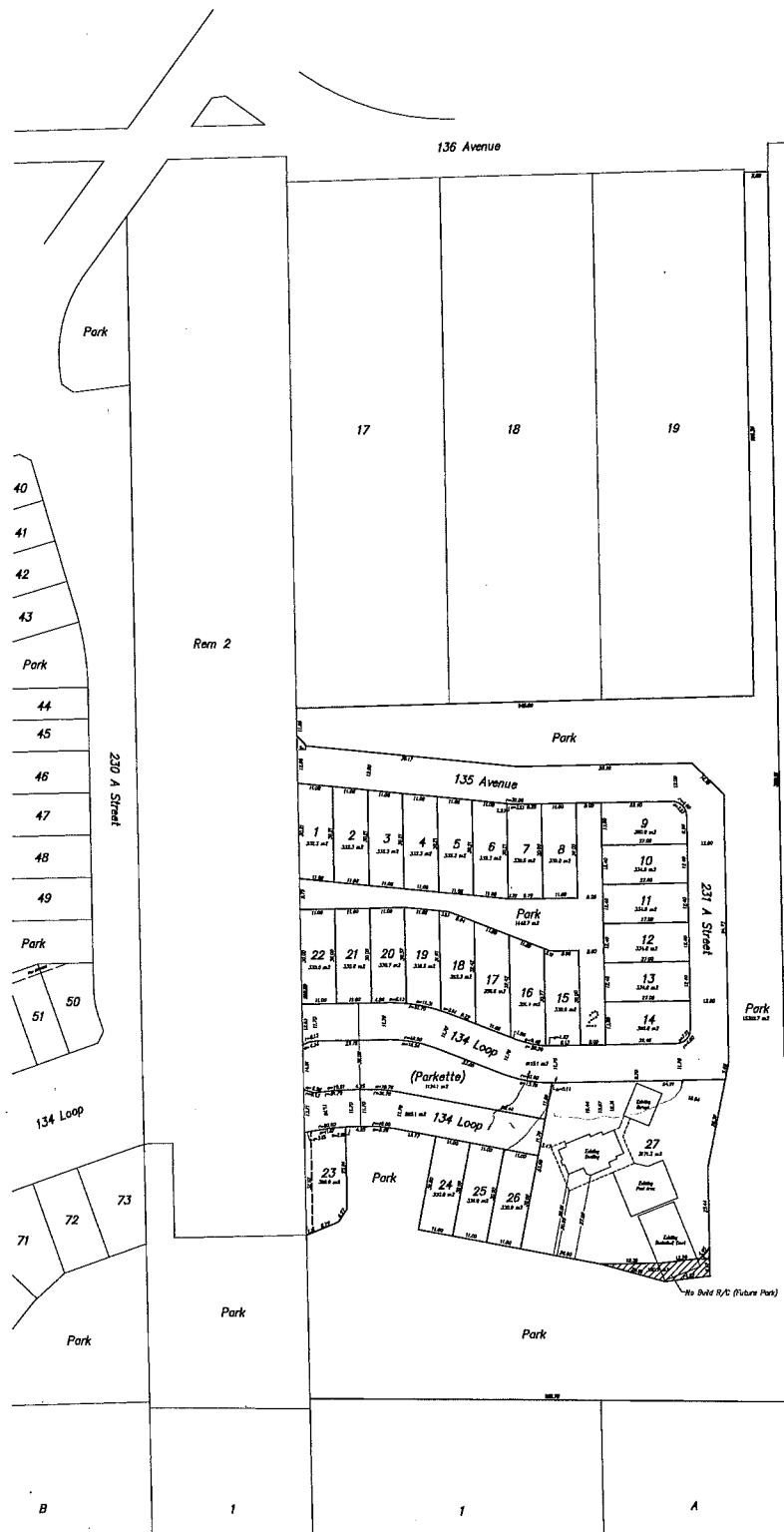
DATE: Feb 14, 2017

BY: PC





# APPENDIX C



Client: **Aplin & Martin Consultants Ltd.**

Project: **SD Plan for 2013-085-R2**

Drawing Title:  
**Survey Sketch Plan Of Proposed Subdivision Of  
Lot 2 Section 29 Township 12  
New Westminster District Plan LMP9042**

Benchmark Notes:



**Terra Pacific**  
Land Surveying Ltd.  
22371 St. Anne Avenue, Maple Ridge, BC  
Phone: 604-463-2500 Fax: 604-463-4501

Legend:

Notes:

Certified Correct  
This 22nd day of July, 2016.  
Mike Robinson, B.C.S.

Paper Size: 34" x 22"

Date: July 22, 2016

File: MR12-728ROBINSON SUB\_REV3\_SKETCH 27 LOTS

## APPENDIX D

October 28, 2016

Mayor and Council  
City of Maple Ridge  
11995 Haney Place  
Maple Ridge, BC  
V2X 6A9

Dear Mayor and Council

**Re: PETITION FOR LOCAL AREA SERVICES ("LAS") REGARDING LANDSCAPE MAINTENANCE FOR  
PROPOSED SUBDIVISION AT 23154 136 Avenue, Maple Ridge, BC, 2013-085-RZ.**

The subject property is located at 23154 136 Avenue. The service is for 31 lots.

The estimated annual maintenance cost of the vegetated enhancement areas within the entire subdivision, is approximately \$3,660 or approximately \$118.06 per lot.

The cost recovery method for 100% of the annual maintenance cost would be by way of a local services tax within the property tax system. As the petitioner will be paying for the first year of maintenance, cost recovery for the homeowners should commence in year 2 from the date of installation of the enhancement works.

The Robinson Family forwards this petition to the City of Maple Ridge for approval by Mayor and Council.


Sincerely,

Property Owners

Daniel Robinson 

Susanne Robinson 

Wesley Robinsons 

Lori Robinson 

## APPENDIX E

**CITY OF MAPLE RIDGE  
LOCAL AREA SERVICE  
BYLAW NO. 7277-2016**

**A Bylaw to authorize a municipal service to maintain enhanced landscape areas; to define the benefitting lands; and to establish that the cost of the municipal service shall be borne by the owners of real property within such defined area.**

**WHEREAS**, Council has been petitioned to provide a municipal service pursuant to Division 5, Section 210 of the *Community Charter* S.B.C. 2003, c.26 (the “Community Charter”);

**AND WHEREAS** the Corporate Officer has certified that the petition received for the municipal services does constitute a sufficient and valid petition;

**AND WHEREAS** it is deemed expedient to proceed with the works;

**AND WHEREAS** the “Maple Ridge Local Area Service Policy”, as amended, provides that the cost of providing a municipal service shall be recoverable from each of the existing parcels of land and all future lots created by subdivision of the parcels, specifically:

Lot 2 Section 29 Township 12 New Westminster District Plan LMP9042

that will benefit from the service.

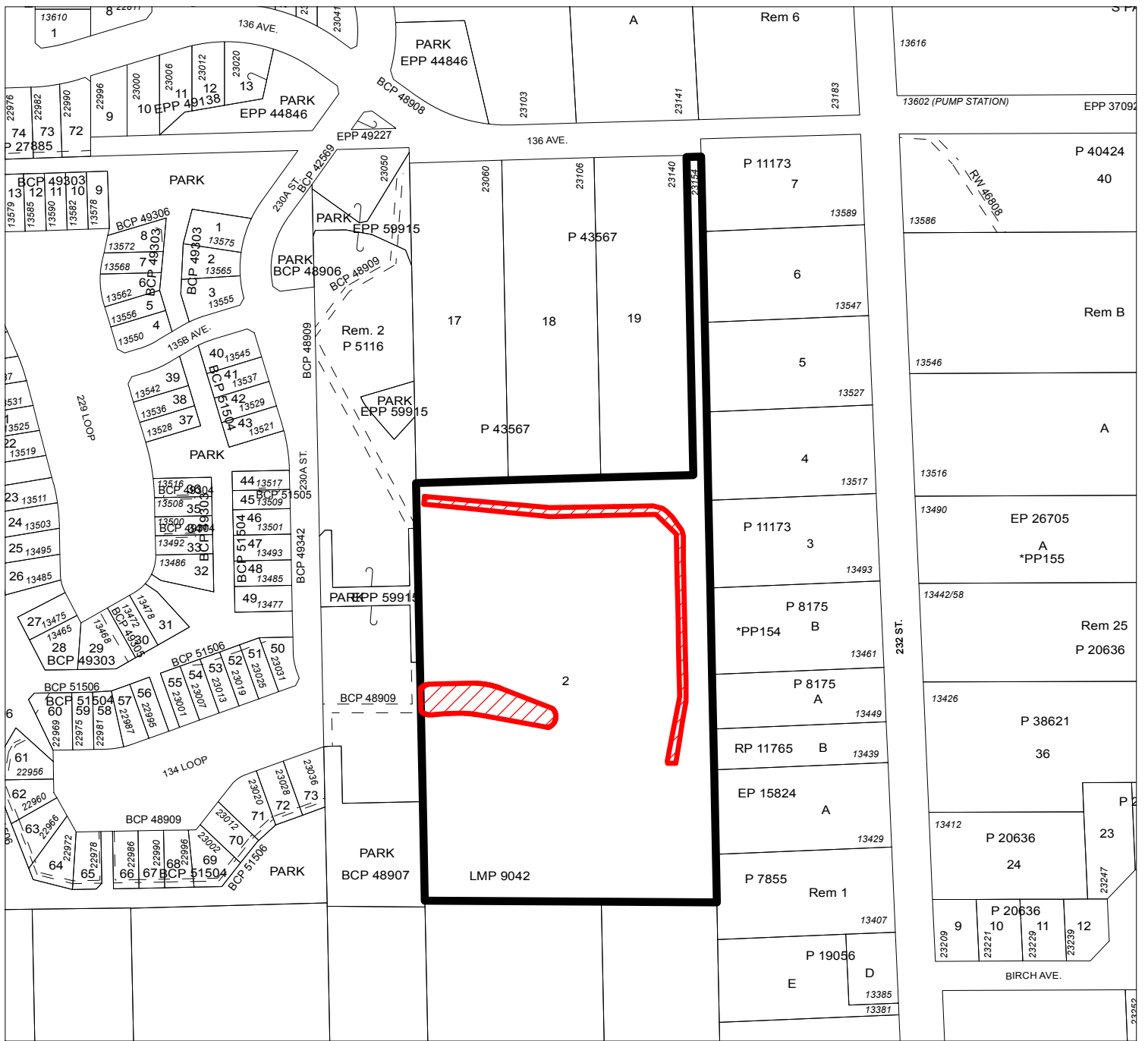
**NOW THEREFORE**, the Municipal Council of the City of Maple Ridge, enacts as follows:

1. This Bylaw may be cited as “Robinson Eco Cluster Local Area Service Bylaw No. 7277-2016”.
2. The contents of Schedules “A”, “B” and “C” attached hereto are hereby declared to be made an integral part of this Bylaw.
3. The Local Area Service of the City for the benefit of which the enhanced landscape areas are to be maintained as a municipal service are defined as the hatched areas on the attached Schedule “A”.
4. The recommended procedures and frequencies for maintenance and Annual Charges are described on the attached Schedule “B”.
5. The Enhanced Landscape Area planting and design plans “Robinson Ecocluster – Maple Ridge” and “Robinson Ecocluster Planiting Details” by AquaTerra Environmental Ltd dated August 16, 2016 and “Typical Cross Sections & Curb Returns” by Aplin & Martin dated August 2015; are attached as Schedule “C”
6. This bylaw shall take effect as of the date of adoption hereof.

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

**PRESIDING MEMBER**

CORPORATE OFFICER



# MAPLE RIDGE LOCAL AREA SERVICE BYLAW

Bylaw No. 7277-2016

 Enhanced Landscape Areas

 Original Lot Boundary



## "Schedule A"



SCALE 1:2,999



**CITY OF MAPLE RIDGE**  
**LOCAL AREA SERVICE**  
**BYLAW NO. 7277 - 2016**

**SCHEDULE "B"**

**Class of Work:**

The establishment, maintenance and replacement of enhanced road bioswales and a parkette indicated by bold outline on Schedule "A" are to be maintained as per the attached recommended procedures and frequencies.

**Annual Charge:**

The Annual Charge is based on a per lot basis for each of the 31 lots created by the subdivision of:

Lot 2 Section 29 Township 12 New Westminster District Plan LMP9042

of \$118.00 starting in 2021.

The charges established under this Bylaw shall be specifically charged against the parcels benefitting from the work, payable by a per lot basis levied year by year.

**The Annual Charge Adjustment:**

The annual charge will be reviewed each year by the Operations Department, and adjusted accordingly to reflect any change in maintenance requirements or costs, and to reflect any increase in the Consumer Price Index (CPI) for Vancouver, BC for the immediately preceding year commencing with 2018, as provided by Statistics Canada.

## SCHEDULE "B"

## Local Area Service (LAS) Agreement

### Landscape Maintenance Program

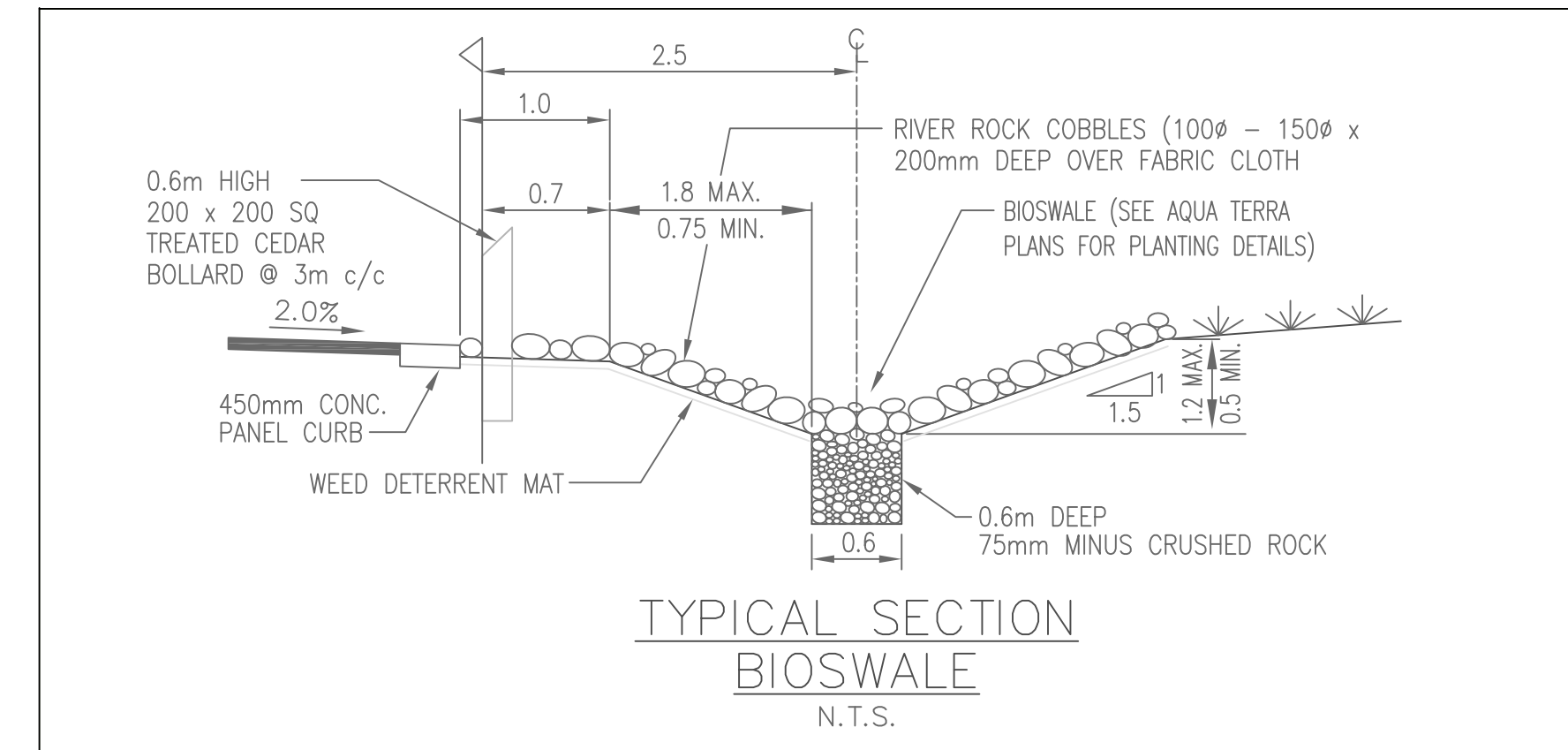
**23154 136 Avenue, Maple Ridge, BC**



Bylaw # 7277 - 2016

Procedure	Schedule (Month)												Frequency	Yearly Cost
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Inspection/Reporting		x		x	x	x	x	x	x	x		x	As shown	\$600.00
Garbage Removal		x		x	x	x	x	x	x	x		x	As shown	\$600.00
Weeding				x	x	x	x	x	x	x			Monthly in growing season	\$1,050.00
Invasive plant removal				x	x	x	x	x	x				Monthly in growing season	\$600.00
Prune shrubs													As required only	\$100.00
Hazard tree assessment and abatement													Every 5 years or when reported	\$100.00
Note: Property developer is responsible for 2 years of establishment maintenance and warranty on plant material													<b>Sub-Total</b>	<b>\$3,050.00</b>
													<b>15% Administration Fee</b>	<b>\$457.50</b>
													<b>GST</b>	<b>\$152.50</b>
City of Maple Ridge or contractor will begin maintenance after 2 years establishment maintenance														
													<b>Total</b>	<b>\$3,660.00</b>





--- = SITE BOUNDARY

 = LAS AREAS (PARKETTE)

 = LAS AREAS (BIOSWALES)

#### AREAS FOR LAS

**ALOUETTE FARMS LTD.**  
27-Lot Residential Subdivision  
23154 136 Avenue, Maple Ridge, BC

 **PHOENIX**  
ENVIRONMENTAL SERVICES LTD.  
505 - 1755 W. Broadway, Vancouver V6J 4S5  
tel. 604.689.3888 fax. 604.689.3880

DATE: OCT. 2016

DRAWN BY: NGL

SCALE: N/A

DWG:23154-136.LAS AREAS.dwg

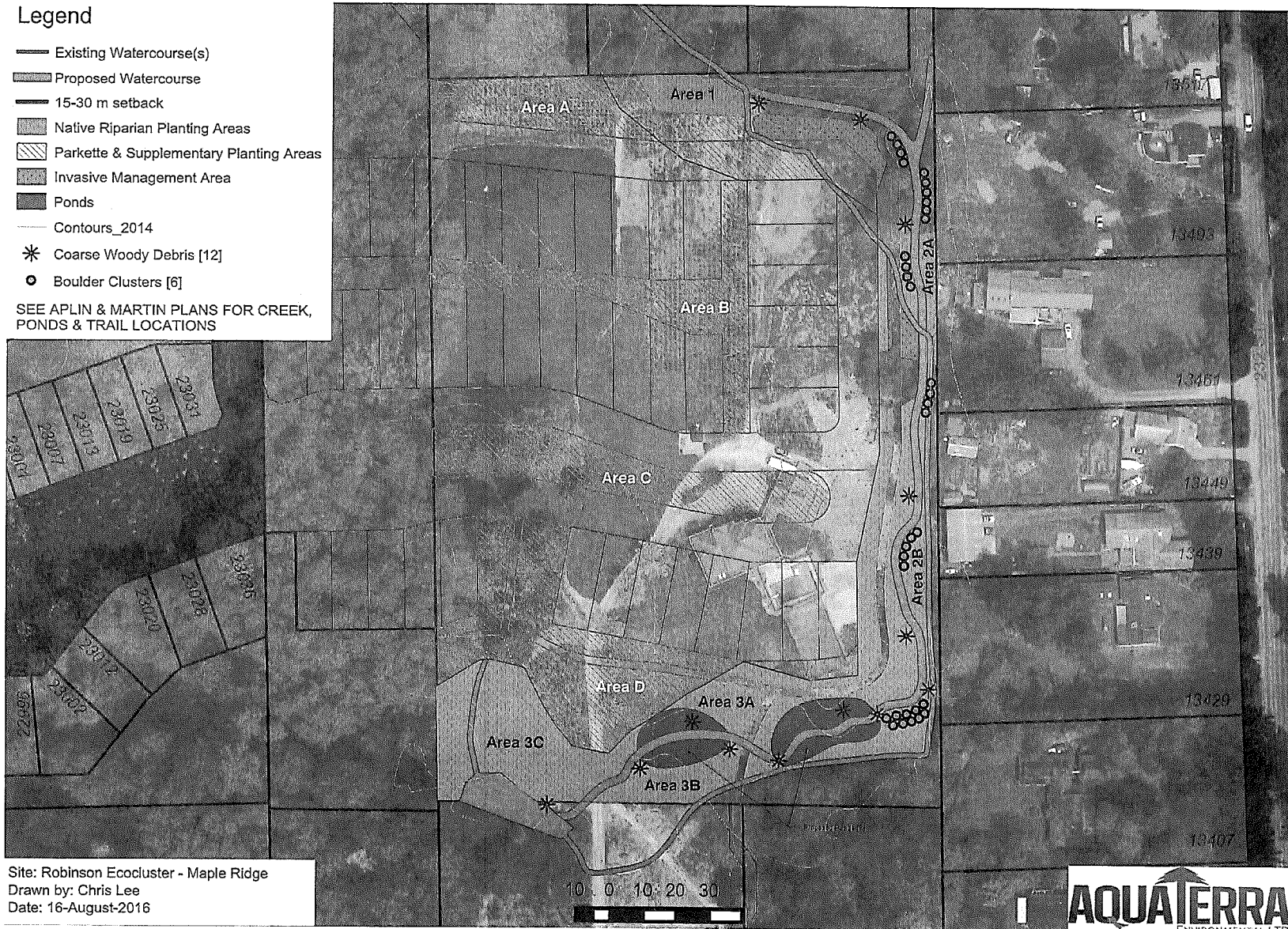


# Schedule "C"

## Legend

- Existing Watercourse(s)
- Proposed Watercourse
- 15-30 m setback
- Native Riparian Planting Areas
- Parkette & Supplementary Planting Areas
- Invasive Management Area
- Ponds
- Contours\_2014
- \* Coarse Woody Debris [12]
- o Boulder Clusters [6]

SEE APLIN & MARTIN PLANS FOR CREEK, PONDS & TRAIL LOCATIONS



Site: Robinson Ecocluster - Maple Ridge  
 Drawn by: Chris Lee  
 Date: 16-August-2016

**AQUATERRA**  
 ENVIRONMENTAL LTD.



## Robinson Ecocluster Planting Details

Area Descriptor	Area A	Area B	Area C	Area D	Area E	Area 2A	Area 2B	Area 3A	Area 3B	Area 3C	Invasive Management Areas	Pot Size	Est. Cost Per Plant (Installed)	Sub-total
Area Type	Parkette	Parkette	Parkette	Parkette	Native Riparian Zone	Native Riparian Zone	Native Riparian Zone	Native Riparian Zone	Native Riparian Zone	Native Riparian Zone	Native Riparian Zone			
Approximate Area	1,738 sq.m.	1,450 sq.m.	1,730 sq.m.	2,800 sq.m.	285 sq.m.	300 sq.m.	810 sq.m.	1,095 sq.m.	520 sq.m.	1,125 sq.m.	350 sq.m.			

### Planting Prescription

Trees														
Big-leaf Maple	<i>Acer macrophyllum</i>	30					50			20		2 gallon	\$12.00	\$1,200.00
Black Hawthorn	<i>Crataegus douglasii</i>	30	50		85		25	20	15	10		2 gallon	\$12.00	\$2,820.00
Pacific Dogwood	<i>Cornus nuttallii</i>	45	25		50			20	30	10		2 gallon	\$12.00	\$2,160.00
Red Alder	<i>Alnus rubra</i>		100		100	20		20		50		2 gallon	\$12.00	\$3,480.00
Black Cottonwood	<i>Populus balsamifera</i>	30	25		85			20	30			2 gallon	\$12.00	\$2,280.00
Western Redcedar	<i>Thuja plicata</i>	15			30	15		20	15	10		2 gallon	\$12.00	\$1,260.00

Shrubs														
Beaked Hazelnut	<i>Corylus cornuta</i>	25			75			20	50			1 gallon	\$6.00	\$1,020.00
Black Twinberry	<i>Lonicera involucrata</i>	25	25		25			15		20		1 gallon	\$6.00	\$660.00
Cascara	<i>Rhamnus purshiana</i>	25	25		50					25		1 gallon	\$6.00	\$750.00
Common Snowberry	<i>Symphoricarpos albus</i>		100	200	100		30	50		50		1 gallon	\$6.00	\$3,180.00
Dull Oregon Grape	<i>Mahonia aquifolium</i>	100	50	200								1 gallon	\$6.00	\$2,100.00
Hardhack	<i>Spiraea douglasii</i>				100	25	50	50		65	75	1 gallon	\$6.00	\$2,190.00
Indian Plum	<i>Oelmeria cerasiformis</i>				50	25		50	50	50		1 gallon	\$6.00	\$1,740.00
Mock Orange	<i>Philadelphus lewisii</i>	25	50									1 gallon	\$6.00	\$450.00
Noddy Rose	<i>Rosa nutkana</i>	150	100					50				1 gallon	\$6.00	\$1,800.00
Oceanspray	<i>Halodiscus discolor</i>	50	75		50		25	50				1 gallon	\$6.00	\$1,500.00
Pacific Ninebark	<i>Physocarpus capitatus</i>		50			20	25				25	1 gallon	\$6.00	\$720.00
Red Elderberry	<i>Sambucus racemosa</i>				100			63	20	25		1 gallon	\$6.00	\$1,248.00
Red-osier Dogwood	<i>Cornus stolonifera/saricoca</i>				100	18	50	50		53		1 gallon	\$6.00	\$1,626.00
Salmonberry	<i>Rubus spectabilis</i>				100	20	50	50	50	80	75	1 gallon	\$6.00	\$2,850.00
Salal	<i>Gaultheria shallon</i>	50	50	200								1 gallon	\$6.00	\$1,800.00
Shrubby Cinquefoil	<i>Desiphora fruticosa</i>			130								2 gallon	\$12.00	\$1,560.00
Smooth Sumac	<i>Rhus glabra</i>			135								2 gallon	\$12.00	\$1,620.00
Vine Maple	<i>Acer circinatum</i>				100		50	50				1 gallon	\$6.00	\$1,200.00
Willow	<i>Salix sp.</i>				200		50			80		whips	\$1.00	\$330.00

BOLD - Denotes fruit bearing plant

### GUIDING PRINCIPLES:

Required Minimum Plant Count (1 plant per 2 sq. m)

Proposed Credits (Existing Trees/Vegetation - outside SPEA)

% Coniferous Trees (minimized to reflect Fire Hazard Assessment)

% Fruit Bearing (minimum 25% of all vegetation planted)

600 plants	725 plants	865 plants	1400 plants	143 plants	150 plants	405 plants	548 plants	260 plants	563 plants	175 plants
268 trees	50 trees		15 trees; 40 shrubs							

105 of 1050 trees=10.0%

2629 of 5731 plants=45.9%

"School Trail" Hedge (360m - 240 Western Red Cedars @ \$25.00/each)

5 Year Maintenance	
Initial Year	\$1,500.00
2-3 Years	\$1,000.00
4-5 Years	\$600.00
TOTAL	

Environmental Monitoring	
1st Year	\$1,000.00
2-5 Years	\$3,000.00
TOTAL	

TOTAL PLANTS: 5831
ESTIMATED TOTAL COST: \$41,544.00

\$6,000.00

\$3,100.00

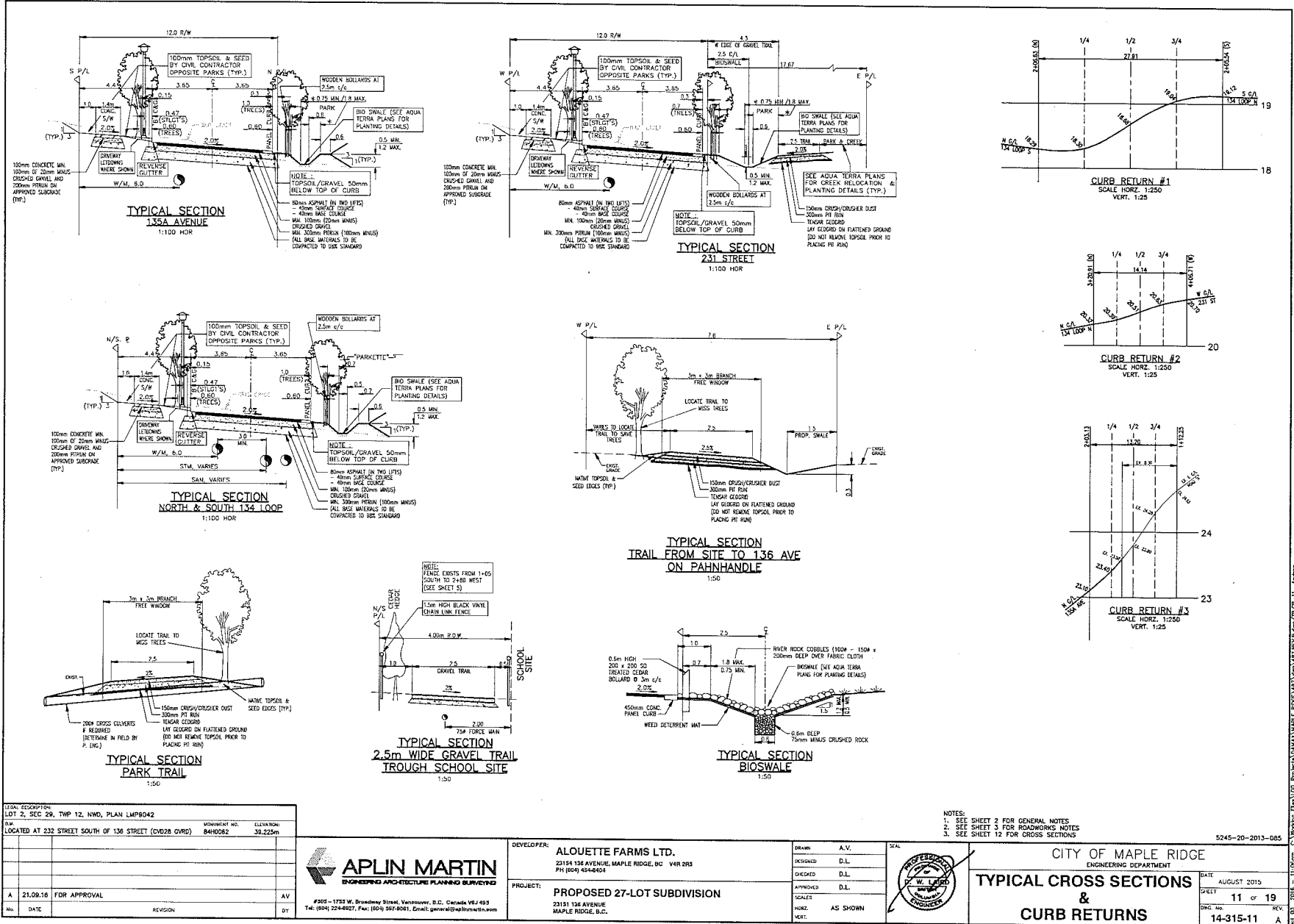
\$4,000.00

TOTAL ESTIMATED COST: \$54,644.00



= Fire DP Requirements: DO NOT PLANT within 15m of proposed structures and minimum of 7.5m apart from each other or existing coniferous trees

Prepared by: Chris Lee, Principal-AquaTerra Environmental Ltd.  
Date: 16-August-2016  
Revised: 07-October-2016



<b>TO:</b>	Her Worship Mayor Nicole Read and Members of Council	<b>MEETING DATE:</b>	March 6, 2017
<b>FROM:</b>	Chief Administrative Officer	<b>FILE NO:</b>	2012-004-DVP
		<b>MEETING:</b>	CoW
<b>SUBJECT:</b>	Development Variance Permit 23791 112 Avenue		

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**EXECUTIVE SUMMARY:**

Development Variance Permit application 2012-004-DVP has been received in conjunction with a subdivision application to create a sixteen single family residential lot subdivision on the eastern portion of the property located at 23791 – 112 Avenue. The requested variance(s) are as follows:

1. To vary the requirement to construct an urban local road on 112 Avenue west of the existing cul-de-sac due to the topography. It is not intended to be completed; and
2. To vary the front yard setback from 5.5 metres (18 feet) from the front lot line to 3.0 metres (9.8 feet) for proposed Lot 1.

Council will be considering final reading for rezoning application 2012-04-RZ on March 14, 2017.

It is recommended that Development Variance Permit 2012-004-DVP be approved.

**RECOMMENDATION:**

That the Corporate Officer be authorized to sign and seal 2012-004-DVP respecting property located at 23791 112 Avenue.

**DISCUSSION:**

**a) Background Context**

Applicant:	Aplin & Martin Consultants (David Laird)
Owner:	Maple Industries Ltd.
Legal Description:	Parcel "G" (Reference Plan 1387) Except: portion on Plan LMP38552 of the South East Quarter Section 16 Township 12 New Westminster District

OCP :	Existing:	Urban Residential, Conservation,
	Proposed:	Urban Residential, Conservation
Zoning:	Existing:	RS-3 (One Family Rural Residential)
	Proposed:	R-1 (Residential District)
Surrounding Uses:		
North:	Use:	Park, Single Family Residential
	Zone:	RS-3 (One Family Rural Residential), RS-1b (One Family Urban (Medium Density Residential) Conservation
	Designation:	
South:	Use:	Single Family Residential, Park
	Zone:	R-3 (Special Amenity Residential District), CD-1-93 (Amenity Residential District), RS-3 (One Family Rural Residential)
	Designation:	Urban Residential, Conservation
East:	Use:	Single Family Residential and future Fire Hall Site
	Zone:	RS-1b (One Family Urban (Medium Density) Residential, and RS-3 (One Family Rural Residential)
	Designation:	Urban Residential, Conservation
West:	Use:	Park
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Conservation
Existing Use of Property:		Rural Single Family Residential
Proposed Use of Property:		Urban Single Family Residential
Site Area:		5.950 ha. (14.75acres)
Access:		112 Avenue and continuation of 238 Street
Servicing:		Urban Standard
Concurrent Applications:		2012-004-SD, 2012-004-DP, 2012-004-VP

**b) Project Description:**

The subject property is located in the Cottonwood area at the northwest corner of 112 Avenue and a future continuation of 238 Street. (Appendix "C") The majority of the property is designated Conservation and a narrow strip of land on the east side of the property, between the top-of-bank for Horseshoe Creek and the east property line, is designated Urban Residential. North of the property there is a single row of single family lots on the west side of 238 Street with steep slopes down to Horseshoe Creek in the rear. This proposed development will continue that pattern south to 112 Avenue. Single family lots are also located south of 112 Avenue. The lands north and west of the property are dedicated park land for Conservation purposes. The future Fire Hall/Park property is to be located east of this property at 23863 112 Avenue.



The subject property is 5.95 ha. (14.7 acres) in area (Appendices A and B). The applicant is proposing to rezone the developable portion of the property to R-1 (Residential District) for approximately 16 lots fronting onto 238 Street. The balance of the property will be dedicated as Park for the protection of the steep slopes and watercourses. Road dedication is required to construct 238 Street along the east side of the property as a continuation of the existing street at the north end, and to connect with Kanaka Way at the south. To achieve this road alignment, additional road will be dedicated from the City-owned property at 23863 112 Avenue, which is the future location for Fire Hall #4. 112 Avenue terminates in a cul-de-sac on the south side of the property and will not be extended further to the west across the Horseshoe Creek ravine due to the steep slopes. In addition, a 4.5 metres (14.85 feet) wide service corridor will be dedicated to the rear of the lots to provide access for future maintenance of the municipal services to be located there.

**c) Variance Analysis:**

The Zoning Bylaw establishes general minimum and maximum regulations for single family development. The Subdivision and Development Services Bylaw establishes standards for provision of services for utilities and roads for a development. A Development Variance Permit allows Council some flexibility in the approval process.

The requested variances and rationale for support are described below (see Appendix D):

1. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule A – Services and Utilities:* To vary the requirement to construct the road west of the existing cul-de-sac, that the portion of road west of the cul-de-sac not be constructed.

The proposed variance is supported as the road is not expected to ever be extended west of the existing cul-de-sac on 112 Avenue due to the environmentally sensitive land that have steep terrain and watercourse.

2. *Maple Ridge Zoning Bylaw No 3510 -1985, Part 6, Section C, (11) ( c) (i).* To vary the front lot line from 5.5 metres (18 feet) to 3.0 metres (9.8 feet) for 23791 112 Avenue.

The applicant needs to site the house closer to 238 Street to have a sufficiently sized envelope for the house and back yard, where the lands slope down to the west. Therefore, the front lot line setback is to be reduced from 5.0 metres to 3.0 metres. This is justified to achieve a better configuration to the development.

**d) Citizen/Customer Implications:**

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

**CONCLUSION:**

The proposed variances are supported because they will allow protection of environmentally sensitive area, more efficient use of the land and the extension of the existing development pattern in the neighbourhood.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2012-004-DVP.

“Original signed by Wendy Cooper”

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**Prepared by: Wendy Cooper, MCIP,RPP**  
**Senior Planning Technician**

“Original signed by Christine Carter”

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**Approved 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 E.C. Swabey”

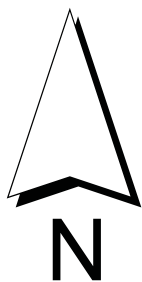
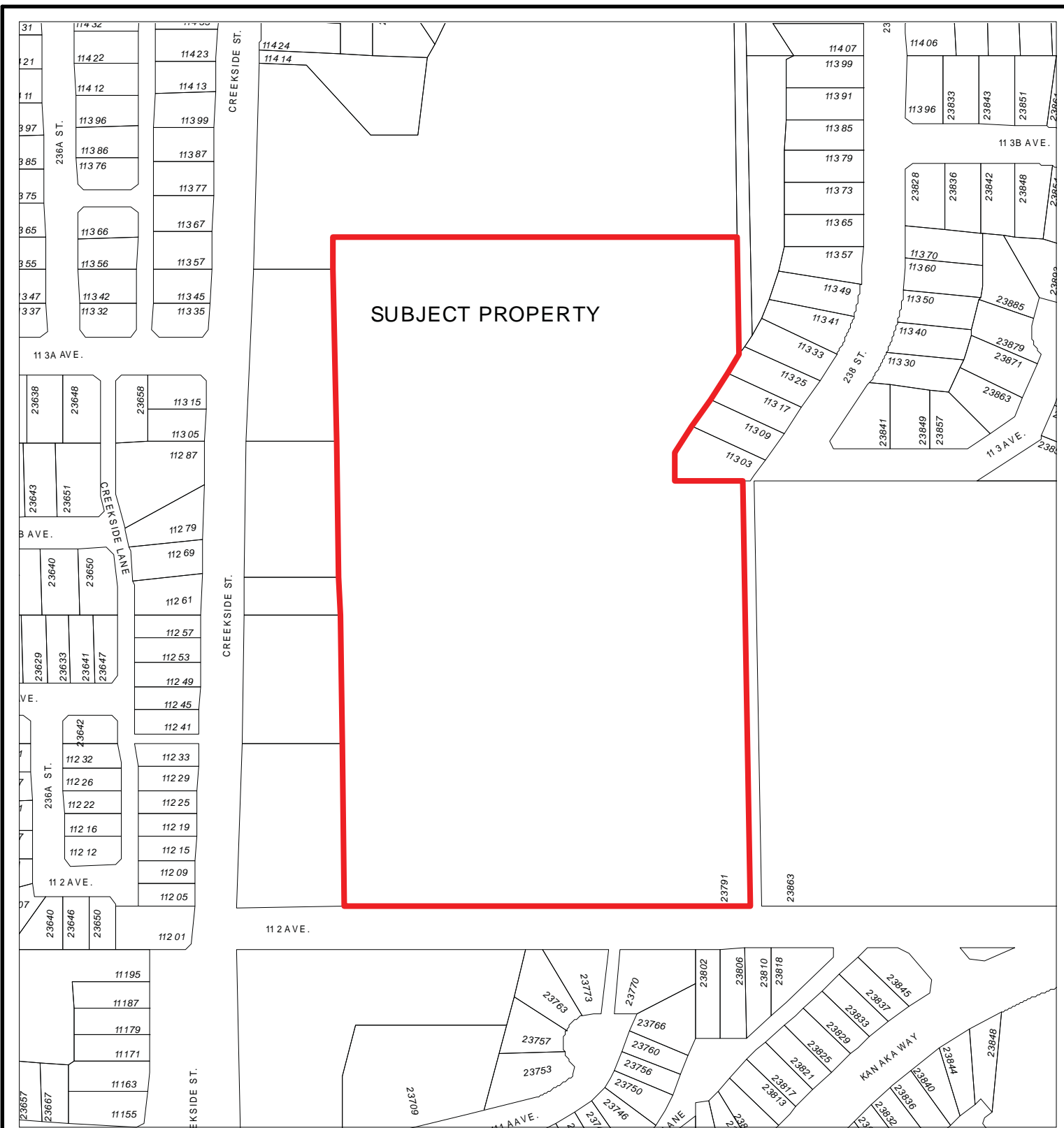
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**Concurrence: E.C. Swabey**  
**Chief Administrative Officer**

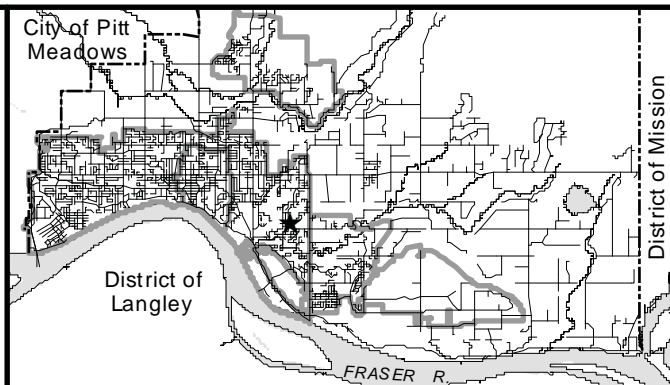
The following appendices are attached hereto:

Appendix A – Subject Map  
Appendix B – Ortho Map  
Appendix C – Proposed Layout  
Appendix D – Proposed Variances.

## APPENDIX A



Scale: 1:2,500



23791 112 Avenue



CITY OF MAPLE RIDGE  
PLANNING DEPARTMENT

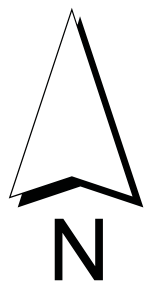
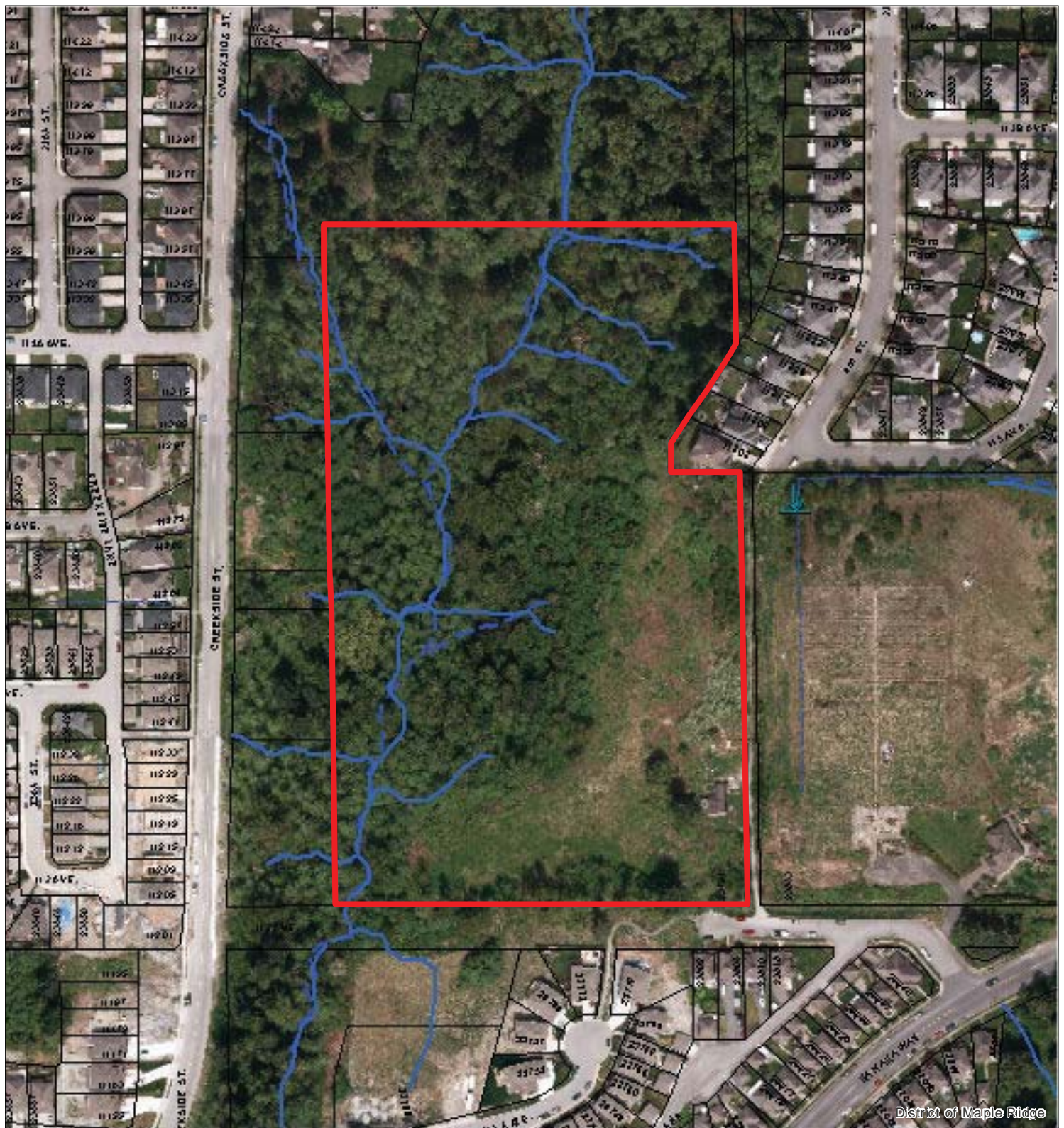
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2012-004-VP

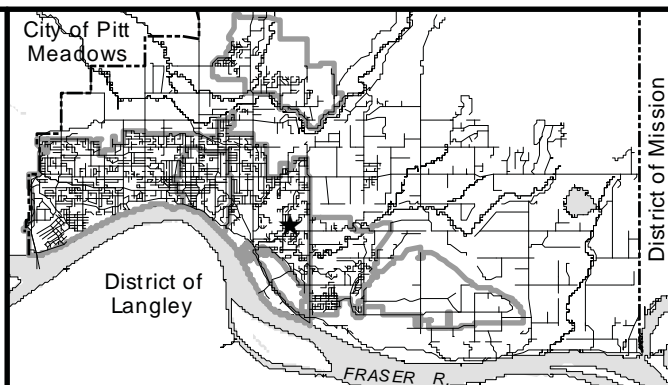
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## APPENDIX B



Scale: 1:2,500



23791 112 Avenue



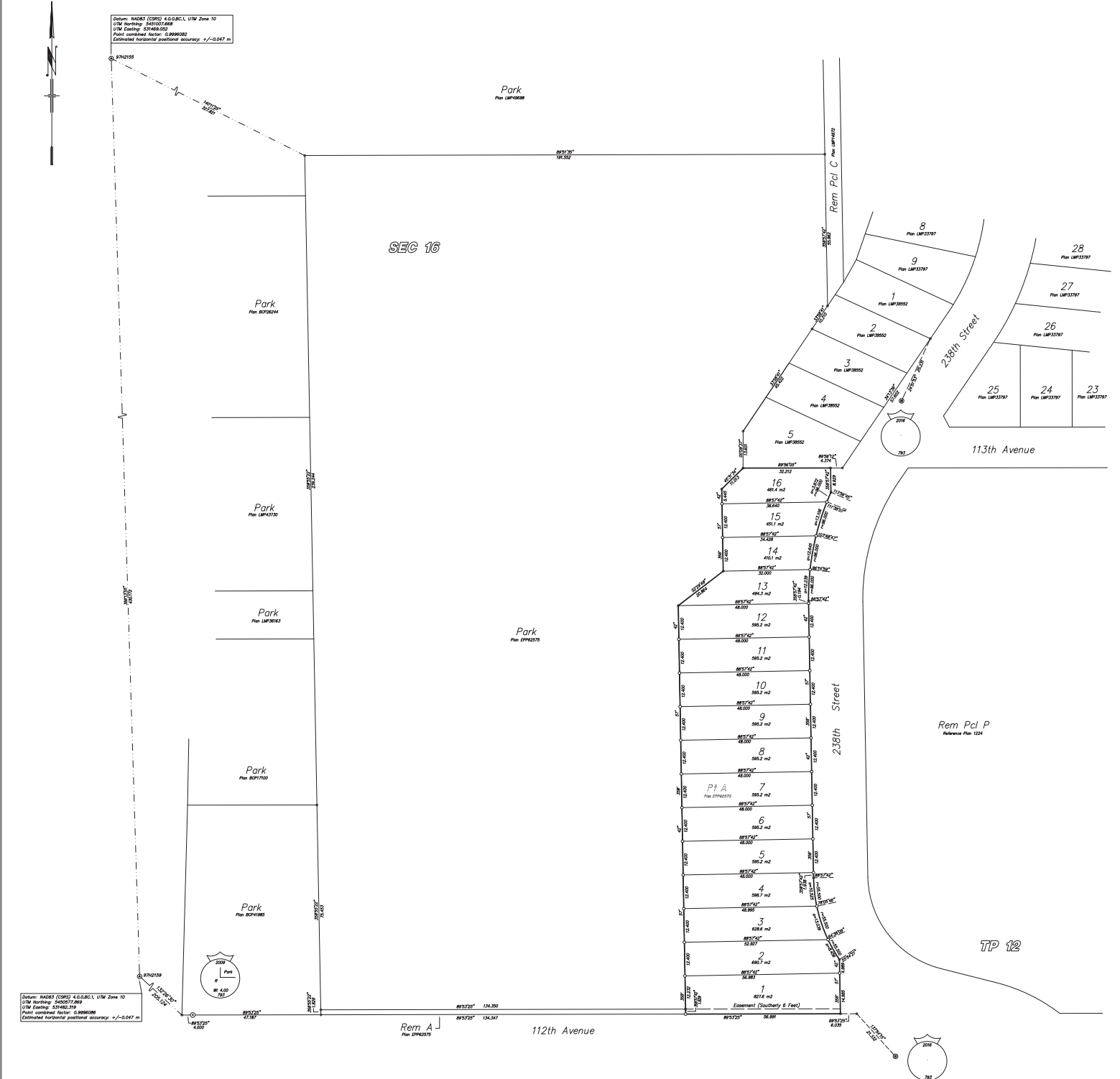
CITY OF MAPLE RIDGE  
PLANNING DEPARTMENT

DATE: Dec 4, 2014

2012-004-VP

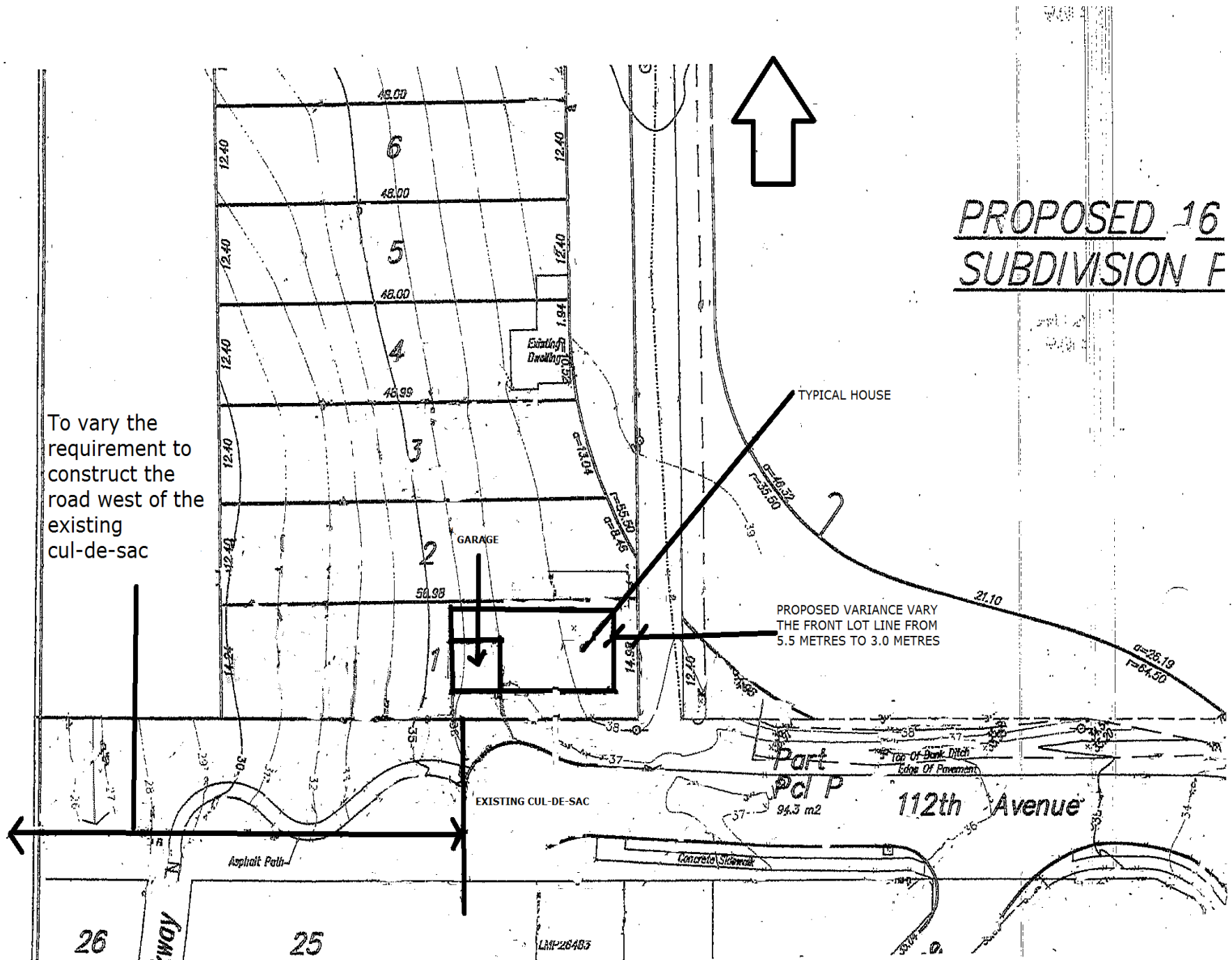
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# APPENDIX D



## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council

**MEETING DATE:** March 6, 2017  
**FILE NO:** 2013-029-DP  
2017-018-DVP

**FROM:** Chief Administrative Officer

**MEETING:** C of W

**SUBJECT: Development Permit and Development Variance Permit  
22305 and 22315 122 Avenue**

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### EXECUTIVE SUMMARY:

A Town Centre Development Permit application and a Development Variance Permit application have been received for the subject properties, located at 22305 and 22315 122 Avenue, to construct a five storey apartment building with underground parking under the RM-2 (Medium Density Apartment Residential) zone. This application is subject to the Town Centre Development Permit Guidelines – North View Guidelines as outlined in the Town Centre Area Plan of the Official Community Plan (OCP). The applicant is seeking the following variances:

- to increase the maximum height from 4 to 5 storeys.
- to increase the height of the underground parking structure from 0.8 m (2.6 ft) to 1.2 m (3.9 ft) above the average finished grade of the site.
- to reduce the underground parking structure setback from 1.5 m (4.9 ft) to 0 m on the west interior side property line and from 3 m (9.8 ft) to 0.8 m (2.6 ft) at the rear property line.
- to reduce the number of short term bicycle parking from 21 to 16 stalls.

Council granted first reading for Zone Amending Bylaw No. 6987-2013 on June 25, 2013 and second reading on January 13, 2015. This application was presented at Public Hearing on February 17, 2015, and Council granted third reading on February 24, 2015. Council granted a first extension on February 23, 2016. Council will be considering final reading for rezoning application 2013-029-RZ on March 14, 2017.

### RECOMMENDATIONS:

1. That the Corporate Officer be authorized to sign and seal 2017-018-DVP respecting property located at 22305 and 22315 122 Avenue;
2. And further that, the Corporate Officer be authorized to sign and seal 2013-029-DP respecting property located at 22305 and 22315 122 Avenue.

### DISCUSSION:

#### a) Background Context:

Applicant: Bissky Architecture and Urban Design

Legal Description: Lots A and B, District Lot 399, NWD Plan NWP13442

OCP: Existing: Low-Rise Apartment

Zoning: Existing: RS-1 (One Family Urban Residential)

Proposed: RM-2 (Medium Density Apartment Residential)

Surrounding Uses:

North:	Use:	Multi-Family Residential
	Zone:	RM-5 (Low Density Apartment Residential)
	Designation:	Ground Oriented Multi-Family, Conservation
South:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Ground Oriented Multi-Family
East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Low Rise Apartment, Conservation
West:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Low Rise Apartment

Existing Use of Property: Vacant

Proposed Use of Property: Multi-Family Residential

Site Area: 0.326 hectares (0.8 acres)

Access: 122 and 123 Avenues

Servicing requirement: Urban Standard

**b) Project Description:**

The subject site consists of two properties, characterized by a flat topography and forested in the northern portion of the site. The site fronts 122 Avenue at the south end and 123 Avenue at the north end, and is designated *Low-Rise Apartment* in the Official Community Plan. There is currently no sidewalk along either frontage of 122 or 123 Avenues. The properties have relatively narrow frontages (20 metres each) with significantly longer lot depths (approximately 80 metres). The overall site is smaller than one acre.

The applicant proposes to construct a five storey wood frame building containing 69 one and two bedroom units. 46 of the proposed units will have two bedrooms, and the remaining 23 will have one bedroom. Underground parking is provided, on two levels, one of which is a half floor and does not extend for the entire building footprint. The main building entrance is oriented on 122 Avenue, which is consistent with other apartment buildings on the south side of 122 Avenue and further west on the north side of 122 Avenue. The underground parking structure will be accessed opposite the main entrance, via 123 Avenue. A common activity room is provided on the ground floor.

**c) Variance Analysis:**

The Zoning and Off-Street Parking and Loading Bylaws establish minimum and maximum regulations for development and parking. A Development Variance Permit allows Council some flexibility in the approval process. The requested variances and rationale for support are described below.



1. *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 6, Section 604, 7:* to increase the maximum height from 4 to 5 storeys.

This variance reflects proposed changes to the RM-2 (Medium Density Apartment) zone in the draft Zoning Bylaw, and also aligns with the policies of the Town Centre Area Plan to support multi-family development ranging between three and five storey construction (see Appendix D).

2. *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 6, Section 604, 8:* To increase the height of the underground parking structure from 0.8 m (2.6 ft) to 1.2 m (3.9 ft) above the average finished grade of the site.

The topography of the site is generally flat, but does slope down in the north-east corner towards Morse Creek. Due to the two levels of underground parking to accommodate the necessary number of parking spaces, the underground parking structure projects beyond the site grade and this is most prominent in the north-east corner. The applicant has requested a relaxation on the height of the underground structure that will project above grade (see Appendix C). This variance is supportable in order to minimize the amount of site grading required and to accommodate a two level parking structure with the soil conditions. In order to reduce the visual impact of the projecting wall face, landscaping will be planted in front of the wall.

3. *Maple Ridge Zoning Bylaw No. 3510 -1985, Part 6, Section 604, 6.b):* To reduce the underground parking structure setback from 1.5 m (4.9 ft) to 0 m on the west interior side property line and from 3 m (9.8 ft) to 0.8 m (2.6 ft) on the rear property line.

Due to the height of the building and the number of proposed dwelling units, the underground parking structure will abut the western property line and will be sited closer to 122 Avenue than the Zoning Bylaw currently permits (see Appendix C). As this structure projects less than 1.2 m (3.9 ft) above grade, the reduce setbacks are not anticipated to impact the functionality of the development.

4. *Off-Street Parking and Loading Bylaw No.4350 - 1990, Section 10.4 Maple Ridge Town Centre Bicycle Parking Space Requirements, Low-Rise, Medium Rise and High Rise Residential:* To reduce the number of short term bicycle parking spaces from 21 to 16 spaces.

The applicant has provided two 1.8 m (6 ft) long bike racks at the front entrance of the development that have a rated capacity for eight bikes each. Due to the configuration and width of the front entrance, a reduction in five bike parking spaces has been requested (see Appendix E). This variance is supportable as a 74 m<sup>2</sup> (800 ft<sup>2</sup>) long term bicycle parking room has been provided in the underground parking level to accommodate the requirement for 18 bike lock up spaces. Additionally, instances of outdoor bike parking shortages are anticipated to be relatively low.

#### **d) Planning Analysis:**

##### Official Community Plan:

Pursuant to Section 8.11 of the Official Community Plan, the applicant has submitted a Town Centre Area – Northview Precinct Development Permit application to ensure the current proposal complies with key guideline concepts as outlined below based on the Project Architect's design rationale:

*1. Promote North and South View as distinctive, highly liveable multi-family neighbourhoods.*

The proposed development will increase the residential density in the Northview Precinct and add to the existing mix of low rise apartments, townhouses, and single family homes in the area. As this is one of the first developments with a fifth floor in the RM-2 (Medium Density Apartment Residential) zone, this development will complement the existing three and four storey apartments nearby. The 122 Avenue sidewalk extension along the frontages of both the subject properties and the neighbouring properties to the west and east (22295 and 22333 122 Avenue), will enhance the liveability and safety for pedestrians.

*2. Create a pedestrian-friendly, ground-oriented, multi-family community*

The underground parking access is located at the rear of the properties, via 123 Avenue. As a result, the building entrance and 122 Avenue sidewalk are not impacted by driveway access. This creates a safer walking environment along the development frontage, which is beneficial for children and families walking to and from schools in the surrounding area. Benches and covered areas in front of the building entrance further enhance define the sidewalk areas.

*3. Maintain cohesive building styles.*

This neighbourhood is a mix of building age, style and building massing. Each site is somewhat different to the next – creating an eclectic, varied and layered streetscape and community. The building is consistent with new developments in the Town Centre in terms of colour palette, building finishes, and massing.

*4. Capitalize on important views.*

The proposed building is oriented north-south, and will provide views of the Golden Ears Mountains from the top floors.

*5. Provide private and semi-private green space.*

Each unit will have a private outdoor space comprising of either a ground floor patio or a balcony, both of which will overlook landscaped area. Semi private green space will surround the apartment building and will contain pedestrian pathways and seating.

*6. Provide climate appropriate landscaping and green features*

The Project Landscape Architect has provided appropriate plants and trees, for both the climate and the form of development around the perimeter of the building.

*7. Maintain street interconnectivity.*

Street interconnectivity will be maintained with this development application, and improvements along both 122 and 123 Avenue will enhance pedestrian amenities. Pedestrian access points are provided at both the north and south ends of the building.

**e) Advisory Design Panel:**

This project was forwarded to the Advisory Design Panel on October 14, 2014. Following presentations from the project Architect and Landscape Architect, the Advisory Design Panel provided a resolution, which is outlined below. The project Architect and Landscape Architect have provided responses to each resolution item.

- *Consider stepping down the upper edge of the underground parking building along the west side to incorporate landscaping.*

Making this change is not possible as there is already very limited clearance in the underground parking, even along the edge, and the geotechnical engineer has advised against pushing

the slab lower than is already shown. However, the Landscape Architect has incorporated some trailing vines which will cascade down the face of this expose wall which will result in a similar effect as was discussed at the ADP.

- *Consider making the area along the ramp more transparent when viewed from the street.*  
The north wall has been eliminated along the ramp and a hand rail only is showing so that this area remains open and transparent.
- *Consider improving the urban realm close to the main entrance of the building where it connects to the sidewalk.*  
The entry walkway has been expanded here to create a more open and welcoming approach to the entry at grade.
- *Consider increasing one of the corner or central building elements to be taller and thus more prominent.*  
This change has been made and is reflected on the final architectural and landscape drawings.
- *Consider using contrast colouring on some of the higher level soffits and for the entry feature.*  
This change has been made and is reflected in the final colour palette and building elevation drawings.
- *Consider providing a 15 minute drop off zone at the curb side in front of the main entrance.*  
This item has been discussed with the Engineering Department.
- *Consider incorporating a pocket of short term visitor bicycle parking adjacent to the ramp at the main entrance.*  
This change has been made and is reflected on the final architectural and landscape drawings.
- *Consider reworking the landscaping area at the north-west corner of the building to provide a more direct path to that entrance.*  
This change has been made and is reflected on the final architectural and landscape drawings.
- *Consider introducing a trellis to the overhang at the underground parking.*  
This change has been made and is reflected on the final architectural and landscape drawings.

**f) Citizen Implications:**

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

**g) 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 \$127,853.00, the security will be \$127,853.00.

## CONCLUSION:

A Town Centre Development Permit application and a Development Variance Permit application have been received for the subject properties, located at 22305 and 22315 122 Avenue, to construct a five storey, 69 unit apartment building with underground parking under the RM-2 (Medium Density Apartment Residential) zone. As the proposed development is in compliance with the Town Centre Area Plan, it is recommended that the Corporate Officer be authorized to sign and seal Development Variance Permit 2017-018-DVP and Development Permit 2013-029-DP.

“Original signed by Amelia Bowden”

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**Prepared by:** Amelia Bowden, M. Urb  
Planner 1

“Original signed by Christine Carter”

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**Approved 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

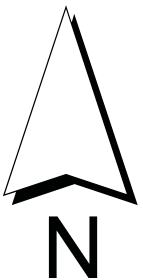
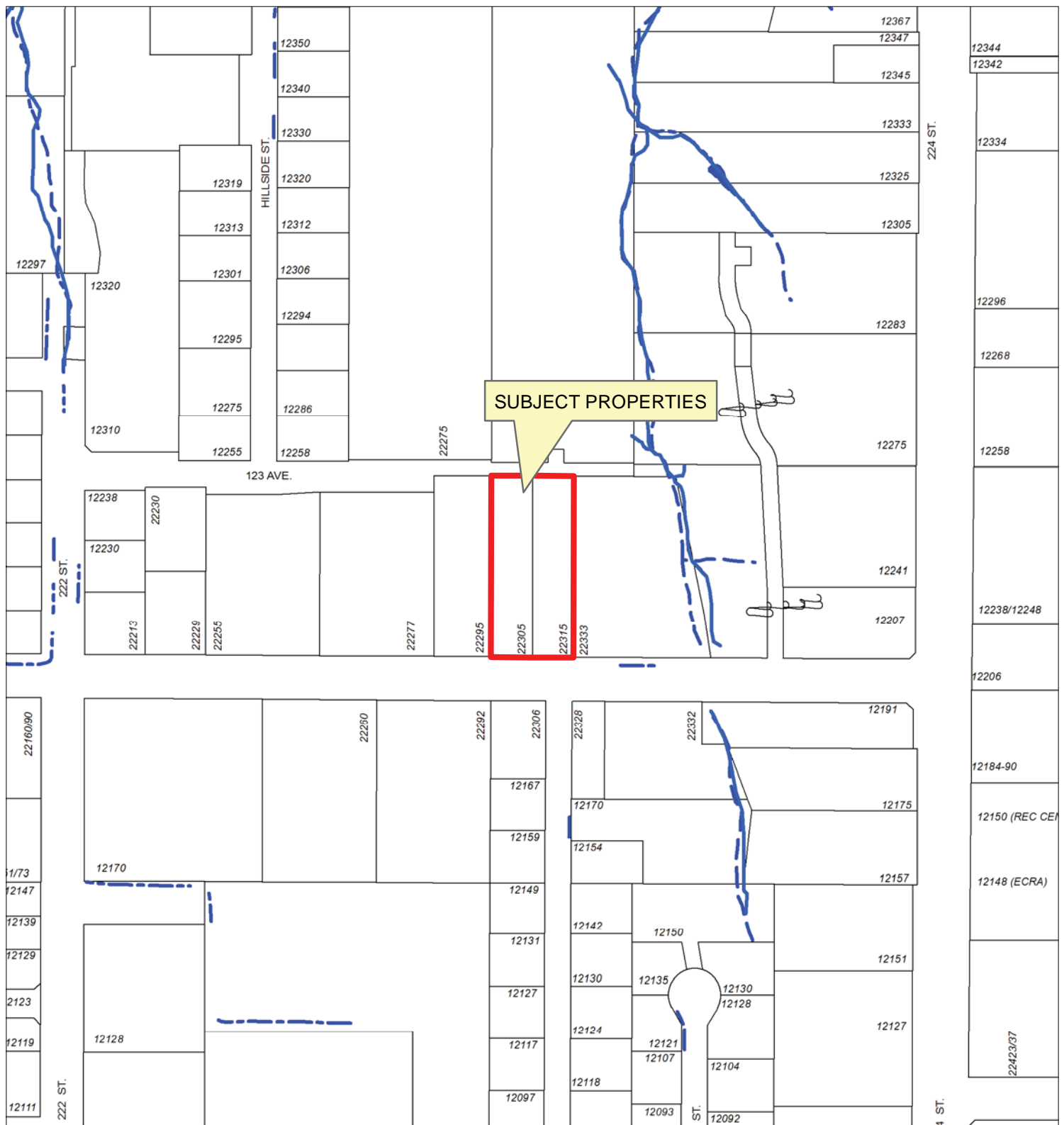
“Original signed by E.C. Swabey”

---

**Concurrence:** E.C. Swabey  
Chief Administrative Officer





The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Site Plan
- Appendix C – Underground Parking Setback and Height Variance
- Appendix D – Building Elevations Showing Height Variance
- Appendix E – Landscape Plan Showing Short Term Bicycle Parking Variance



Scale: 1:2,500

## Legend

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

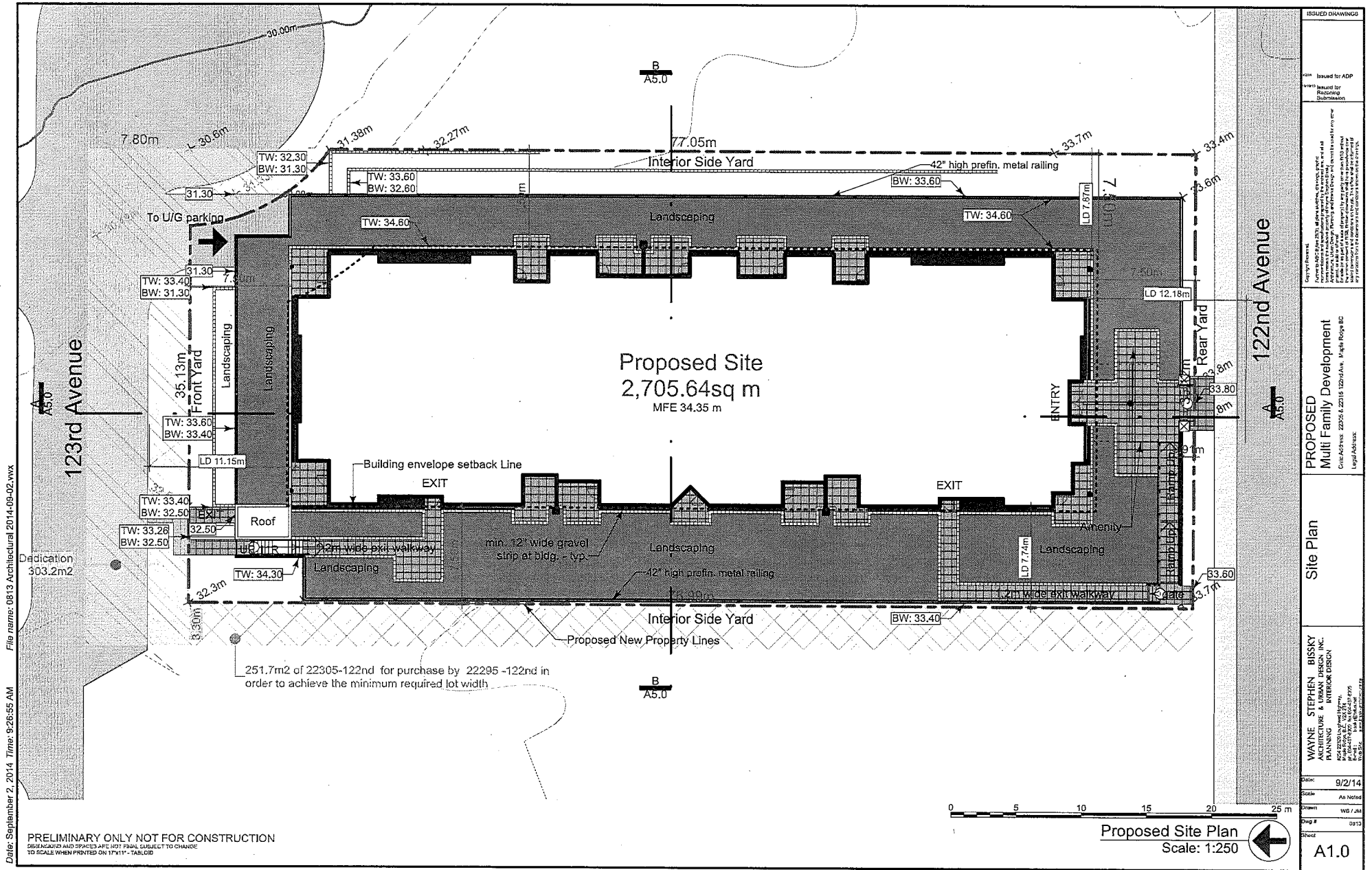
22305/22315 122 Avenue



2017-018-VP  
DATE: Jan 25, 2017

BY: JV

## APPENDIX B

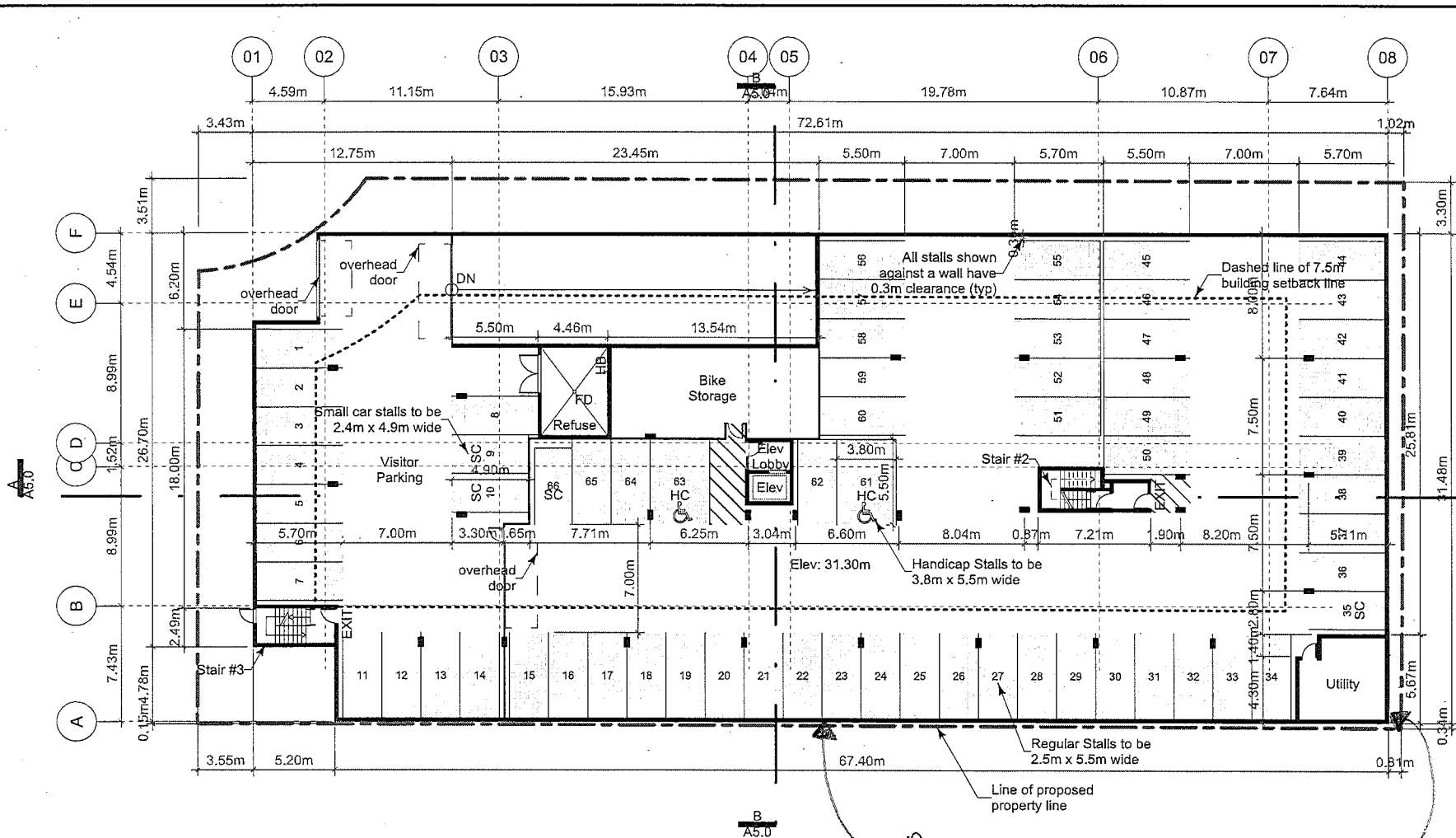


Date: September 2, 2014 Time: 9:26:55 AM File name: 0813 Architectural 2014-09-02.vwx

Date: September 2, 2014 Time: 9:26:55 AM

File name: 0813 Architectural 2014-09-02.vwx

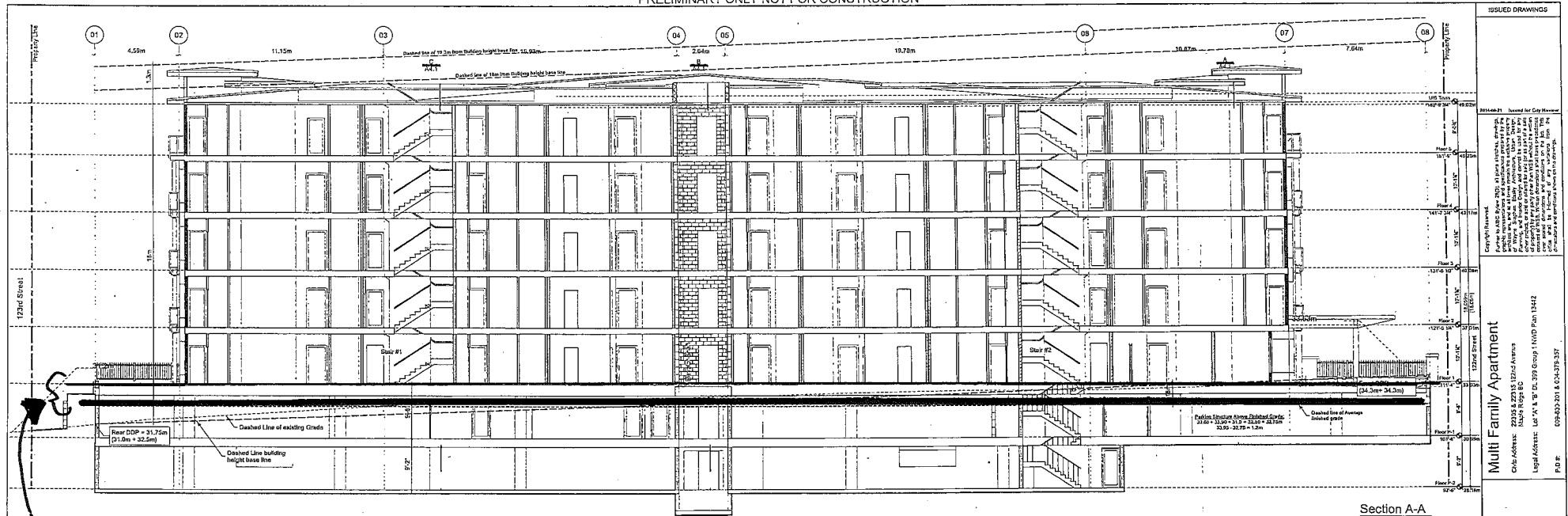
PRELIMINARY ONLY NOT FOR CONSTRUCTION  
DIMENSIONS AND SPACES ARE NOT FINAL SUBJECT TO CHANGE  
TO SCALE WHEN PRINTED ON 17"x11" - TABLOID



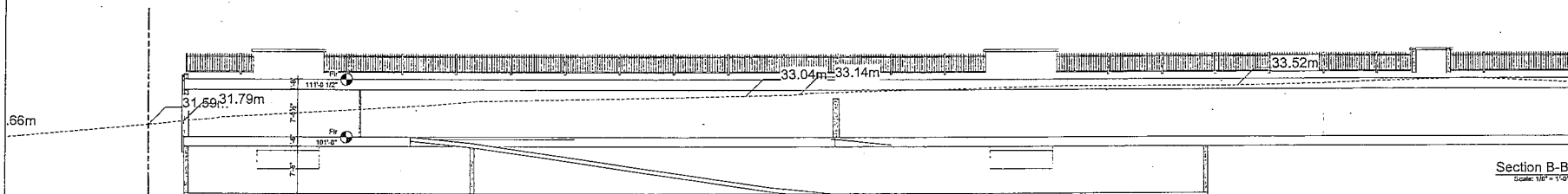
- Reduce parking structure setback from 1.5m to 0m on the west interior property line and from 3m to 0.8m on the rear property line

<b>WAYNE STEPHEN BISKY</b> ARCHITECTURE & URBAN DESIGN INC. PLANNING INTERIOR DESIGN 8524 25253 (S) Hwy 101, N. Westport, N.E. 10271 Phone: 503-865-2925 E-Mail: jsk@skad.com 100 E.C. 5543102 (250) 772		<b>Parking P1</b>		<b>PROPOSED</b> <b>Multi-Family Development</b> City Address: 22504 S 221st 122nd Ave., Maple Ridge BC Legal Address:		Copyrighted This is the property of Wayne Stephen Bisky, Architect, Urban Design Inc. All rights are reserved. No part of this drawing may be reproduced or transmitted in any form or by any means electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without prior written permission from Wayne Stephen Bisky, Architect, Urban Design Inc.		Issued for ADP Issued for Reasoning Drawings		10/24	
Date: <b>9/2/14</b> Title: <b>As Noted</b> Drawn: <b>WBS / JJA</b> Sheet: <b>0013</b>		<b>A.1</b>									

PRELIMINARY ONLY NOT FOR CONSTRUCTION



- Increase the height of the underground parking above grade from 0.8m to 1.2m



Wayne, Stephen Bissky Architecture & Urban Design Inc. Planning Interior Design 10000 Wilshire Blvd., Suite 1000 Los Angeles, CA 90024 Tel: (310) 471-1000 Fax: (310) 471-1001 E-mail: info@waynebissky.com	Building Sections	Multi Family Apartment	Date: 2016-12-02	Scale: As Noted
			Dwg #: 06-13	Version: V01.00
PRELIMINARY DRAWING NOT FOR CONSTRUCTION				



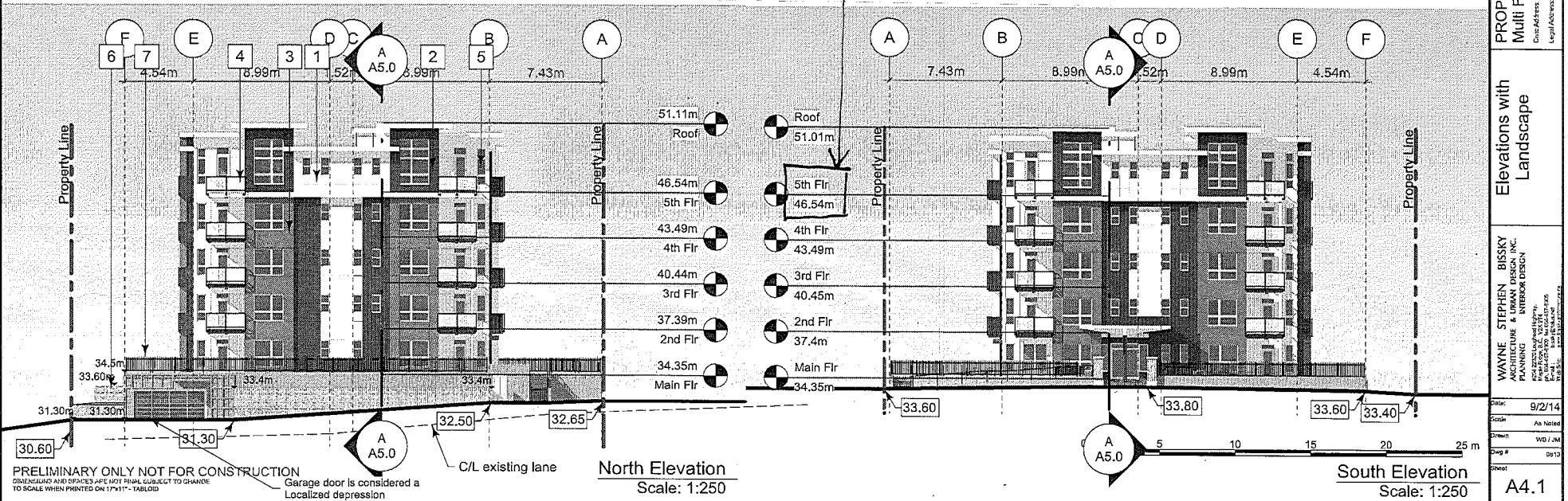
The building will be sprinklered.  
NC = Noncombustible Construction  
C = Combustible Construction

Compartment	Unit	Area of Facade	Limiting Distance	Unprotected Openings		Construction of Building Face	Cladding	
				Allowed	Actual			
North Facade	All	312.5 m2	12.18 m	to C/L 122nd	100.0 %	27.2 %	3/4hr, C	C
East Facade	All	927.4 m2	7.87 m	to P/L	58.1 %	36.8 %	3/4hr, C	C
South Facade	All	312.5 m2	11.15 m	to C/L 123rd	100.0 %	26.0 %	3/4hr, C	C
West Facade	All	923.9 m2	7.74 m	to P/L	57.2 %	35.7 %	3/4hr, C	C

- 1 ARCHITECTURAL PANEL - WHITE
- 2 ARCHITECTURAL PANEL - RED
- 3 ARCHITECTURAL PANEL - SILVER
- 4 GLAZED GUARDRAIL
- 5 VINYL FRAMED WINDOW
- 6 MASONRY RETAINING WALL - SEE LANDSCAPE
- 7 PREFINISHED METAL RAILING

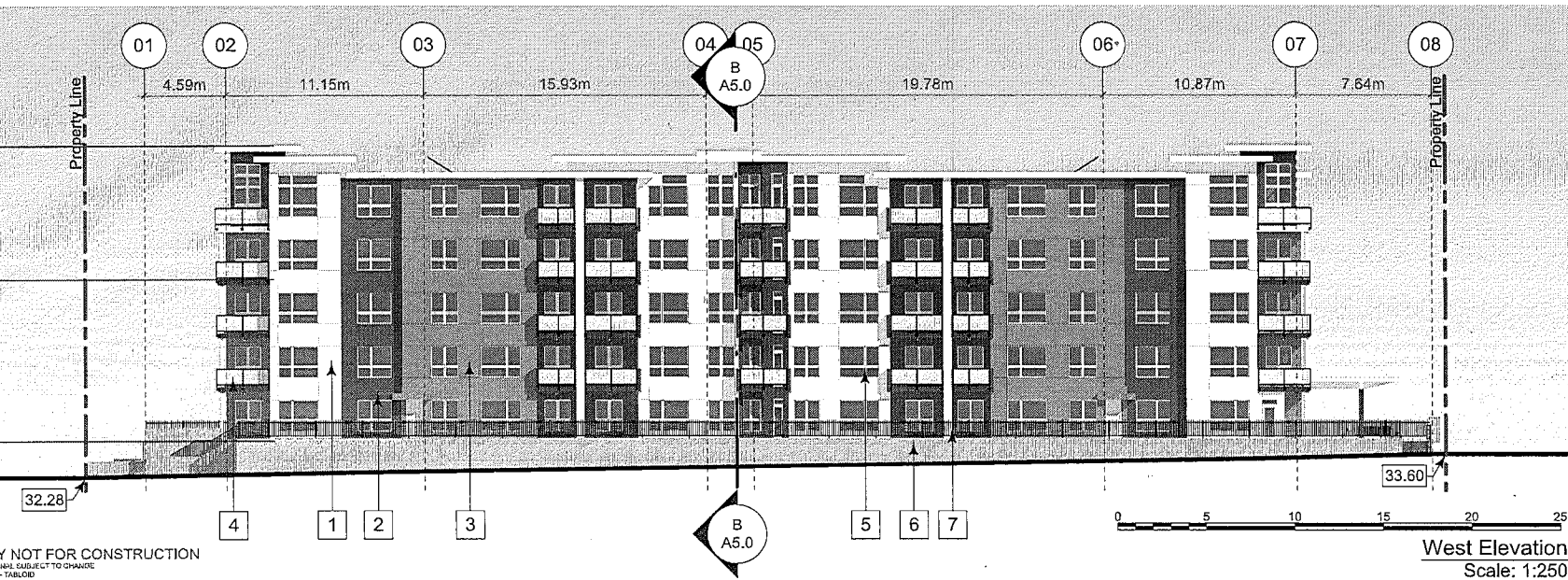
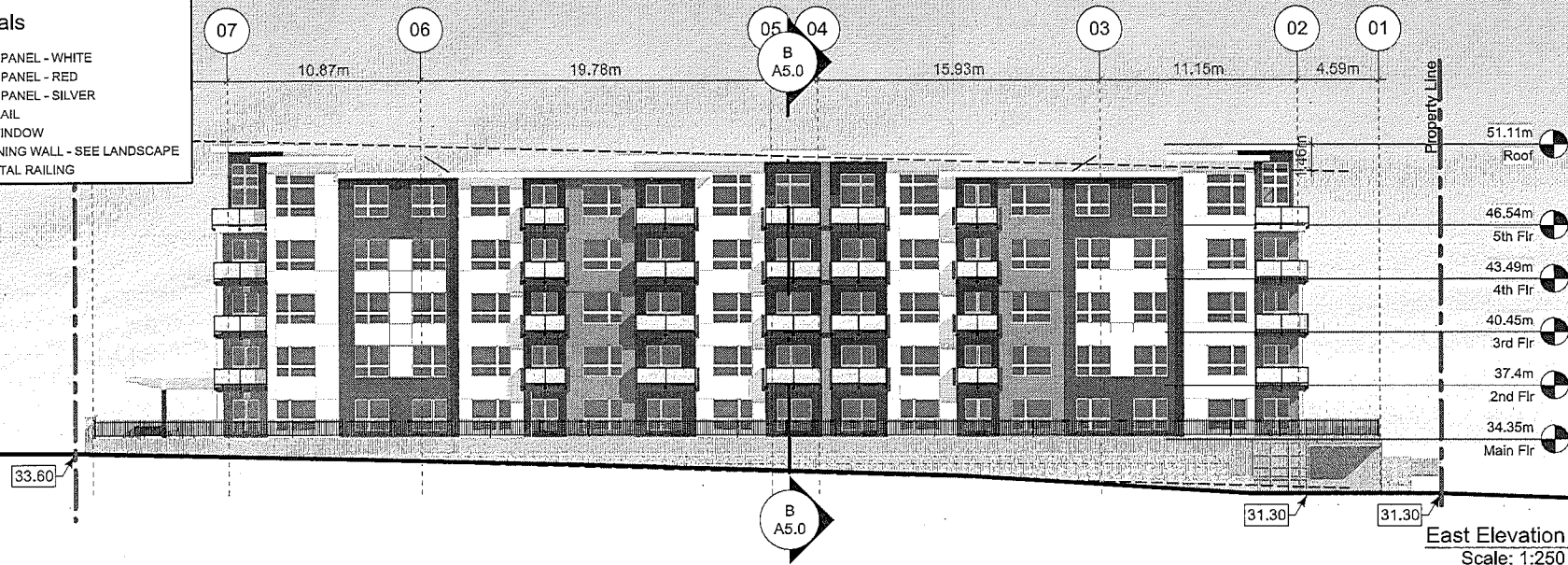
Corner	Grade
NE	30.60 m
NW	32.65 m
SE	33.60 m
SW	33.60 m
Average Grade:	32.61 m
Top of Podium:	34.35 m
Difference:	1.74 m
Zoning Bylaw Allows:	0.80 m
Variance Requested:	0.94 m

Corner	Grade	Comment
NE	32.00 m	Top of Berm
NW	33.40 m	Top of Berm
SE	33.60 m	
SW	33.60 m	
Average Grade:	33.15 m	
First Floor:	34.35 m	
Difference:	1.20 m	
BCBC Allows:	2.00 m	



# Exterior Materials

- 1 ARCHITECTURAL PANEL - WHITE
- 2 ARCHITECTURAL PANEL - RED
- 3 ARCHITECTURAL PANEL - SILVER
- 4 GLAZED GUARDRAIL
- 5 VINYL FRAMED WINDOW
- 6 MASONRY RETAINING WALL - SEE LANDSCAPE
- 7 PREFINISHED METAL RAILING



PRELIMINARY ONLY NOT FOR CONSTRUCTION  
DIMENSIONS AND SPACING ARE NOT FINAL SUBJECT TO CHANGE  
TO SCALE WHEN PRINTED ON 17"x11" - TABLOID

ISSUED DRAWINGS

1/1/14 Issued for ADP  
1/1/14 Issued for  
1/1/14 Issued for  
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PROPOSED  
Multi Family Development  
City Address: 2205 & 2210 120th Ave, Maple Ridge BC  
Legal Address:

Elevations with  
Landscape

WAYNE STEPHEN BISSKY  
ARCHITECTURE & URBAN DESIGN INC.  
PLANNING  
INTERIOR DESIGN  
2205 & 2210 120th Ave  
Maple Ridge BC V2X 6G6  
Tel: 604-467-6667 Fax: 604-467-6668  
Web: www.wsbissky.com

Date: 9/2/14

Scale: As Noted

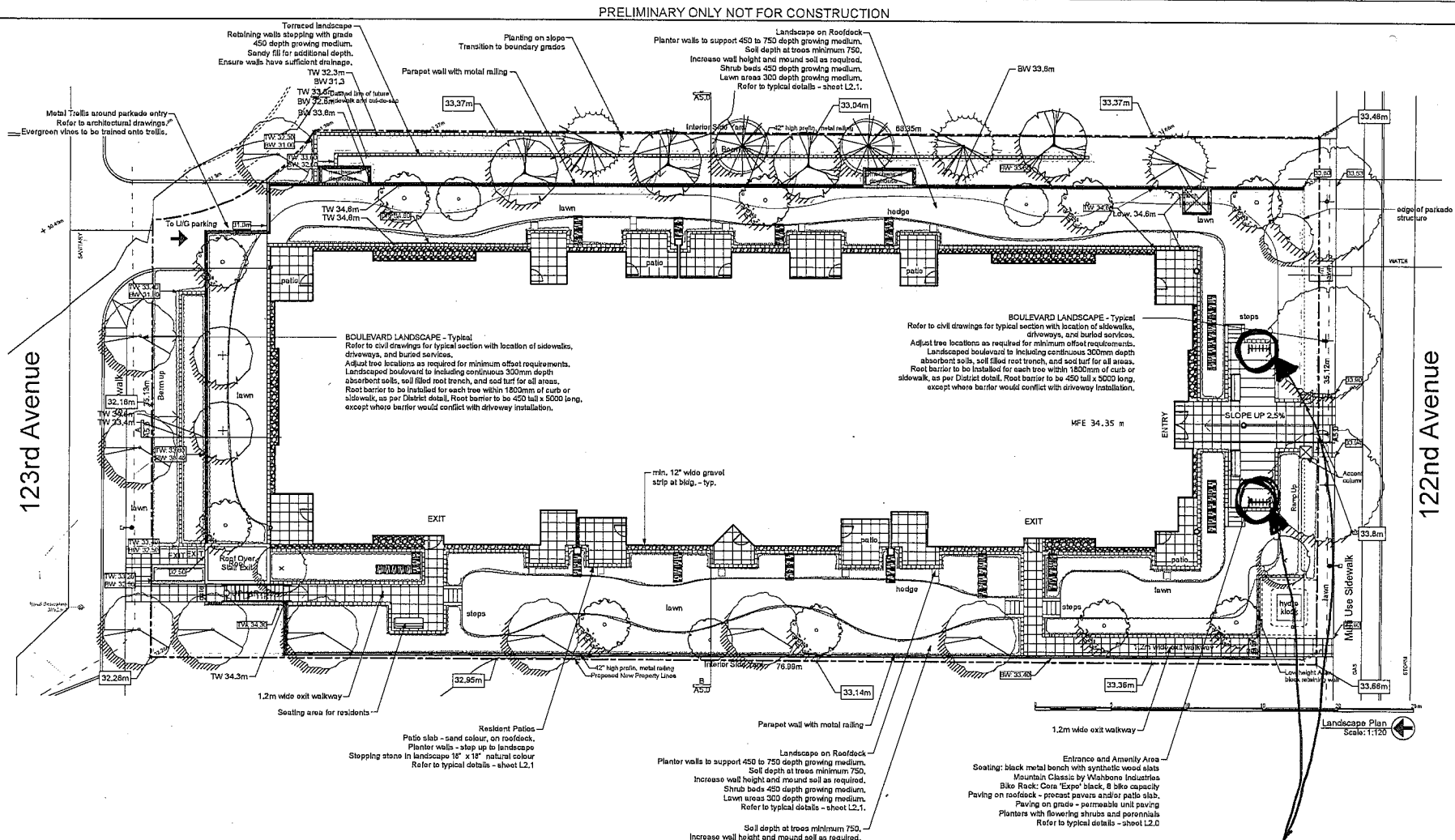
Drawn: WS / JH

Proj #: 0913

Sheet:

A4.0

## APPENDIX E



Reduce short term bike parking  
from 21 to 16

**City of Maple Ridge**

<b>TO:</b>	Her Worship Mayor Nicole Read and Members of Council	<b>MEETING DATE:</b>	March 6, 2017
<b>FROM:</b>	Chief Administrative Officer	<b>FILE NO:</b>	2014-091-DVP
		<b>MEETING:</b>	CoW
<b>SUBJECT:</b>	<b>Development Variance Permit 12420 Ansell Street</b>		

---

**EXECUTIVE SUMMARY:**

Development Variance Permit application 2014-091-DVP has been received in conjunction with a rezoning and subdivision application to rezone the subject property from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential), to allow for a future two lot subdivision. The requested variances are to:

1. Reduce the carriageway width on Ansell Street, from 7.0m to 6.7m
2. Reduce the carriageway width on 124 Avenue, from 7.0m to 6.3m
3. Reduce the road right-of-way on 124 Ave, from 15.5m to existing 10m

Council will be considering final reading for rezoning application 2014-091-RZ on March 14, 2017.

It is recommended that Development Variance Permit 2014-091-DVP be approved.

**RECOMMENDATION:**

**That the Corporate Officer be authorized to sign and seal 2014-091-DVP respecting property located at 12420 Ansell Street.**

**DISCUSSION:**

**a) Background Context**

Applicant:	Rob Jeeves
Legal Description:	Lot 78, Section 22, Township 12, New Westminster District Plan 43885
OCP :	Estate Suburban Residential
Zoning:	
Existing:	RS-3 (One Family Rural 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-3 (One Family Rural Residential)
	Designation:	Agricultural (in Agricultural Land Reserve)
East:	Use:	Single Family Residential
	Zone:	RS-3 One Family Rural Residential
	Designation:	Agricultural (in Agricultural Land Reserve)
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
Site Area:		0.81 ha. (2 acres)
Access:		Ansell Street and 124 Avenue
Servicing:		Suburban Standard

**b) Project Description:**

The applicant is proposing to rezone the subject property located on 12420 Ansell Street from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to allow for a two lot subdivision. The applicant is proposing to maintain the existing home on the western lot (see Appendix A).

**c) Variance Analysis:**

The Zoning Bylaw establishes general minimum and maximum regulations for single family development. A Development Variance Permit allows Council some flexibility in the approval process.

The requested variances and rationale for support are described below (see Appendices B and C):

*To vary Subdivision and Development Services Bylaw No. 4800-1993, Schedule A – Services and Utilities, and Schedule D design and construction standards:*

- To reduce the carriageway width on Ansell Street, from 7.0m to 6.7m;
- To reduce the carriageway width on 124 Avenue, from 7.0m to 6.3m

The road is adequate to accommodate traffic flows in the area and has capacity to support the subdivision.

*To vary Subdivision and Development Services Bylaw No. 4800-1993, Schedule C – Required Right-of-Way Widths:*

- To reduce the road right-of-way on 124 Ave, from 15.5m to the existing 10m

All required services can fit in the reduced right-of-way and the required right-of-way width may be satisfied in the future.

These variances are supported by the Engineering Department.

In accordance with the *Development Procedures Bylaw No. 5879-1999*, notice of Council consideration of a resolution to issue a Development Variance Permit was mailed to all owners or tenants in occupation of all parcels, any parts of which are adjacent to the property that is subject to the permit.

**CONCLUSION:**

The proposed variances are supported as the existing road is adequate to accommodate traffic flows in the areas, and all required services can fit in the reduced right-of-way. The required right-of-way width may be satisfied in the future by obtaining the dedication upon later subdivision.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2014-091-DVP.

“Original signed by Therese Melser”

---

**Prepared by:** Therese Melser  
Planning Technician

“Original signed by Christine Carter”

---

**Approved 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 E.C. Swabey”

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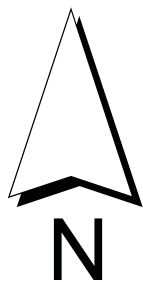
**Concurrence:** E.C. Swabey  
Chief Administrative Officer

The following appendices are attached hereto:

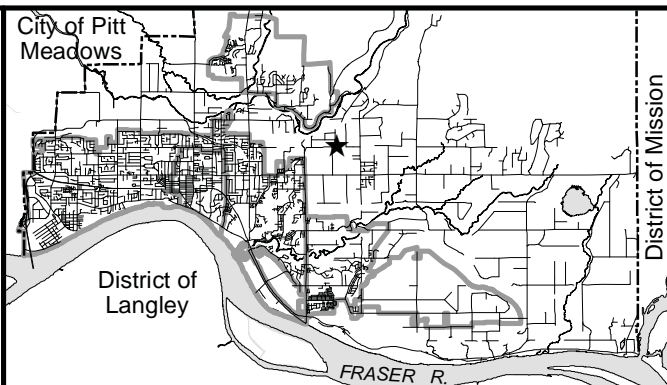
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C - Proposed Subdivision variances



Scale: 1:2,000



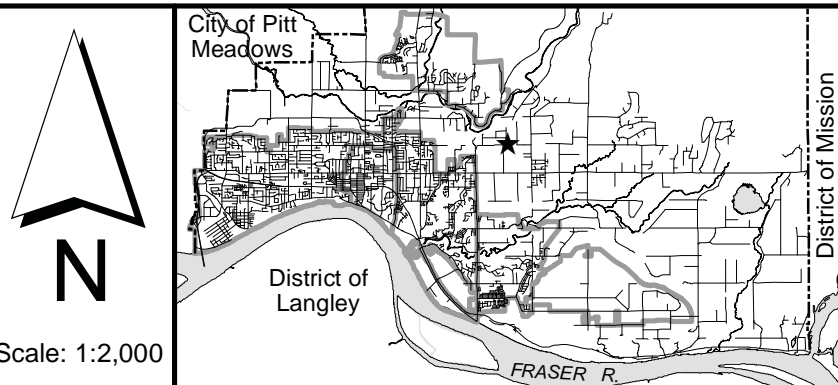
12420 ANSELL STREET



CITY OF MAPLE RIDGE  
PLANNING DEPARTMENT

DATE: Sep 25, 2014 FILE: 2014-091-RZ BY: PC





12420 ANSELL STREET



CITY OF MAPLE RIDGE  
PLANNING DEPARTMENT

DATE: Sep 25, 2014 FILE: 2014-091-SD BY: PC



# APPENDIX C

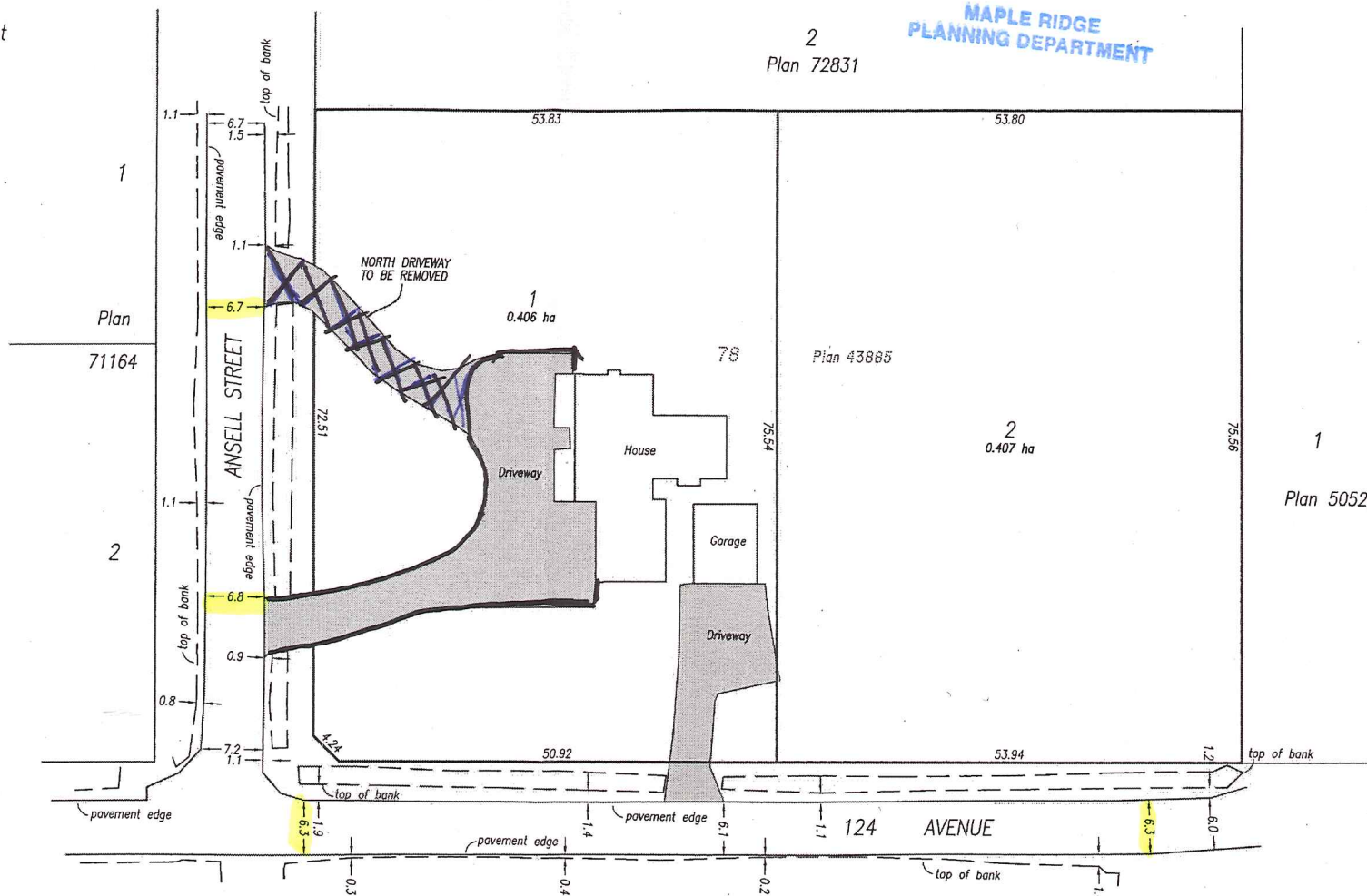
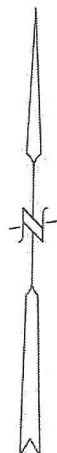
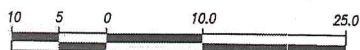
## PROPOSED SUBDIVISION OF LOT 78 SEC.22 TP.12 N.W.D. PLAN 43885 WITH CARRIAGEWAY AND SHOULDER WIDTHS

B.C.G.S. 92G.028

This plan lies within the  
Greater Vancouver Regional District  
City of Maple Ridge

Scale 1:500

All distances are in metres except where otherwise noted



RECEIVED

FEB 03 2017

MAPLE RIDGE  
PLANNING DEPARTMENT

2  
Plan 72831

Plan  
71164

Plan 43885

Plan 5052

*Stanley Wade*

S.P. Wade, B.C.L.S.

Date: November 22, 2016

Wade & Associates Land Surveying Ltd.  
B.C. Land Surveyors  
Maple Ridge and Mission  
File: H2994-08 Phone 604-463-4753

## City of Maple Ridge

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Strategic Wildfire Prevention Initiative – UBCM Grant Funding

**MEETING DATE:** March 6, 2017  
**FILE NO:**  
**MEETING:** COW

---

### EXECUTIVE SUMMARY:

Last year UBCM introduced a stream of grant funding under the Strategic Wildfire Prevention Initiative (SWPI) program for the purposes of FireSmart planning. FireSmart planning is intended to develop or advance local planning efforts to mitigate risk from wildfire on private lands in the wildland urban interface. The FireSmart Planning program provides 100% funding to a maximum of \$10,000.

This report recommends that the City make an application for funding to engage the community in FireSmart planning activities.

### RECOMMENDATION(S):

1. That City staff make application for grant funding to the Union of British Columbia Municipalities Strategic Wildfire Prevention Initiative for FireSmart Planning; and,
2. That the City will provide overall grant management for the FireSmart funding.

### BACKGROUND:

In 2016 city staff applied for and received funding under the UBCM – Strategic Wildfire Prevention Initiative (SWPI) to educate private land owners on their part in community wildfire protection. A total of \$7,600 was received for the education and planning activities that took place. Staff are again recommending applying for funds to continue this work in 2017. Plans for this year's funding include:

1. Continuing education presentations during the Fire Department's Hot Summer Nights Program in areas located in the wildfire development permit area.
2. Expand the program and partner with the city's Volunteer & Special Events Coordinators in an effort to identify local community event organizers eager and willing to include FireSmart education as part of their community event.
3. Train two fire department members with the ability to conduct FireSmart evaluations of private property and make recommendations that would improve the resilience of the structures to the threat of wildfire.

All grant application submissions are vetted by the UBCM evaluation committee to ensure cost effectiveness and good value. Prior to obtaining final grant approval, applicants must provide a

Council Resolution indicating support for the proposed activities and willingness to provide overall grant management.

**DESIRED OUTCOME(S):**

In applying for funding under the UBCM – SWPI program, City staff intend on securing provincial funds to provide educational and planning opportunities for private land owners in the wildland urban interface. These opportunities will assist citizens with making their property as resilient as possible to the threat of interface forest fires.

**POLICY IMPLICATIONS:**

Hiring of contractors to supplement this particular project falls within the City of Maple Ridge Purchasing policy allowing the appropriate Director or their designate to award a contract of less than \$20,000 at their discretion.

**INTERDEPARTMENTAL IMPLICATIONS:**

Fire Department staff will coordinate FireSmart sanctioned activities with the cities Volunteer & Special Events Coordinators who assist community volunteers with planning their localized events.

**FINANCIAL IMPLICATIONS:**

The grant will cover 100% of all costs associated with FireSmart planning activities. There will be no cost to the City.

**ALTERNATIVES:**

Should Council choose not to adopt the resolutions, the application will not be successful.

**CONCLUSIONS:**

Education and planning are the cornerstones of fire prevention. Applying for provincial funds through the UBCM – SWPI program will enable staff to continue the work started in 2016. This funding program provides 100% cost coverage of all associated costs for the planning and delivery of FireSmart activities.

“Original signed by Michael Van Dop”

Prepared by: **Michael Van Dop**  
**Deputy Fire Chief**

“Original signed by Howard Exner”

Approved by: **Howard Exner**  
**Fire Chief**

“Original signed by Paul Gill”

Approved by: **Paul Gill**  
**General Manager: Corporate & Financial Services**

“Original signed by E.C. Swabey”

Concurrence: **Ted Swabey**  
**Chief Administrative Officer**

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Award of Contract RFP-PL17-13: Consulting Services for Synthetic Sports Field Design (Albion Sports Complex and Merkley Park)

**MEETING DATE:** March 6, 2016  
**FILE NO:**  
**MEETING:** COW

---

**EXECUTIVE SUMMARY:**

The City plans to redevelop the all-weather fields at Merkley Park and Albion Sports Complex to synthetic turf sports surfacing in order to increase field allocation for our sports user groups who are requesting additional field time due to growth in participation. The development timeline for these two synthetic sports field projects is targeted for completion in time for the 2017 fall sports season.

The Request for Proposal (RFP) for Consulting Services for Synthetic Sports Field Design at Albion Sports Complex and Merkley Park was sent out to three pre-qualified consulting firms; all three submitted a proposal in advance of the RFP closing on February 21, 2017. An evaluation team concluded R.F. Binnie and Associates Ltd.'s proposal for the combined projects with a fee of \$189,632.72 plus taxes as providing the best value to the City. A cost savings of \$53,656 is realized by combining the consulting services for the two projects. A contingency of approximately 15% of the total contract price, in the amount of \$30,000 is suggested.

Council approval is required to award the project to R.F. Binnie and Associates Ltd. as per the City's purchasing policy.

**RECOMMENDATION:**

**That Contract RFP-PL17-13: Consulting Services for Synthetic Sports Field Design (Albion Sports Complex and Merkley Park) be awarded to R.F. Binnie and Associates Ltd. in the amount of \$189,632.72 plus taxes; and,**

**That a contingency of \$30,000.00 be established for this project; and further,**

**That the Corporate Officer be authorized to execute the contract.**

**DISCUSSION:**

**a) Background Context:**

Merkley Park and Albion Sports Complex

The growth in field sports participation and expansion of sports seasons beyond their traditional schedules have increased the demand for fields. Merkley Park and Albion Sports Complex both currently include all-weather (gravel) fields used for weeknight practice. The City plans to renovate the all-weather fields at these two locations to synthetic turf sports surfacing to provide additional field allocation for both games and practices.

The development timeline for these two synthetic sports field projects is targeted for the favourable construction window through the spring and summer months with the deliverable of being playable for the 2017 fall sports season. Consulting services including site investigation, design, and tendering needs to advance to meet this schedule. Through the design process, the proposed field sizing and layout will be determined following further consultation with our sports user groups.

#### Request for Proposal (RFP) Process and Evaluation

The RFP for Consulting Services for Synthetic Sports Field Design at Albion Sports Complex and Merkley Park was sent out to three pre-qualified consulting firms, all of whom submitted a proposal on the closing date of February 21, 2017. Proponents were requested to identify any efficiencies, beneficial elements or cost savings if proposals are submitted for both projects together. Each proponent submitted pricing for the separate projects as well as pricing should both projects be awarded together. All proposals were reviewed by an evaluation team in accordance with the evaluation criteria identified in the RFP.

After detailed analysis, the evaluation team concluded that R.F. Binnie and Associates Ltd.'s proposal for the combined projects was the highest ranking, providing the best value to the City, with a fee of \$189,632.72. A cost savings of \$53,656.00 was included in their proposal should both projects be awarded together and this is reflected in the best value fee. Significant additional benefits of combining the design and tendering of these two projects include efficiencies in design scoping, communication, tendering process while enabling leveraging of construction costs, construction efficiencies, and materials cost savings including reduced turf pricing.

A contingency of \$30,000, approximately 15% of the total contract price, is proposed to address potential environmental habitat monitoring, servicing upgrades and provision for irrigation design should this be deemed beneficial. Contingency funds will only be expended if needed.

**b) Desired Outcome:**

The desired outcome is to obtain Council approval to proceed with the award of the contract so that the field construction can be completed in advance of the fall sports season.

**c) Strategic Alignment:**

It is a City priority to increase field allocation for our sports user groups requesting additional field time due to growth in participation.

**d) Citizen/Customer Implications:**

Sports user groups will benefit from the provision of increased field capacity in the short term partially funded with a federal grant. Providing synthetic sports surfaces enables additional game play with fewer closures due to fall/winter weather conditions which do not support natural turf growth.

The City will work with Binnie to determine the best design, synthetic surface product and construction methods with cost, playability, and durability as primary considerations. The design process will include consultation with the sports user groups, School District 42 and the park neighbours to obtain feedback and mitigate concerns.

**e) Interdepartmental Implications:**

Engineering Department staff will be consulted during the detailed design process to ensure site servicing is to City standards.

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

Redevelopment of both Merkley Park and Albion Sports Complex all-weather fields is consistent with the business plan.

The adopted 2017 capital budget identifies \$3,500,000 for the Albion Sports Complex all-weather field redevelopment, partially funded with a CAN 150 grant of \$500,000. Funding of \$2,000,000 for the Merkley Park all-weather field redevelopment was approved in the 2016 financial plan. The design services contract price exists within these budgets, which include both design and construction costs. Funding source for both projects is in the Capital Works Reserve.

Development Cost Charges (DCC) are not an eligible funding source.

**CONCLUSIONS:**

The planned synthetic field redevelopment at both Merkley Park and Albion Sports Complex are needed to deliver additional field allocation to the community. R.F. Binnie and Associates Ltd. has submitted a comprehensive proposal that provides the best value to the City and the contract price exists within the project budgets contained within the financial plan. This report recommends Council approval to award the consulting services to R.F. Binnie and Associates Ltd. As well, staff is recommending an additional amount for project contingencies be established.

“Original signed by Valoree Richmond”

---

*Prepared by:* Valoree Richmond, Manager of Park Planning & Operations

“Original signed by Trevor Thompson”

---

*Reviewed by:* Trevor Thompson, Manager, Financial Planning

“Original signed by Wendy McCormick for Kelly Swift”

---

*Approved by:* Kelly Swift: General Manager, Parks, Recreation & Culture

“Original signed by Ted Swabey”

---

*Concurrence:* **E.C. Swabey**  
**Chief Administrative Officer**

:vr