

City of Maple Ridge

**COUNCIL MEETING AGENDA**

*June 25, 2019*

*7:00 p.m.*

*Council Chamber*

**MEETING DECORUM**

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

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

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

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- 100      **CALL TO ORDER**
- 200      **AMENDMENTS TO THE AGENDA**
- 300      **APPROVAL OF THE AGENDA**
- 400      **ADOPTION OF MINUTES**
- 401      Minutes of the Regular Council Meeting of June 11, 2019 and minutes of the  
Special Council Meetings of June 11, 2019 and June 18, 2019
- 402      Minutes to the Public Hearing of June 18, 2019
- 500      **PRESENTATIONS AT THE REQUEST OF COUNCIL**
- 501      Financial Reports Awards Presentation
- Mayor Morden

600 ***DELEGATIONS***

601 **Public Art Steering Committee Annual Report**

- Wayne Bissky, Chair
- Dr. Don Miskiman, Vice-Chair

650 ***QUESTIONS FROM THE PUBLIC***

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

700 ***ITEMS ON CONSENT***

701 **Minutes**

701.1 Minutes of the Development Agreements Committee Meetings of June 12 and June 18, 2019

701.2 Minutes of Meetings of Committees and Commissions of Council

- Environmental Advisory Committee – April 10, 2019

702 **Reports**

703 **Correspondence**

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

*From the June 11, 2019 Closed Council Meeting*

Item 04.02 Panhandling Bylaw Discussion - Resolution only

- Staff to bring back a proposed bylaw based on the Safe Streets Act.

800 ***UNFINISHED BUSINESS***

Note: *Item 801 was forwarded from the June 18, 2019 Audit & Finance Committee Meeting*

801 **Business Planning Guidelines**

Staff report dated June 25, 2019 recommending that the 2020-2024 Business & Financial Planning Guidelines, attached as Appendix A be approved.

900      **CORRESPONDENCE**

1000     **BYLAWS**

*Note:      Items 1001 to 1004 are from the June 18, 2019 Public Hearing*

Bylaws for Third Reading

1001     **2017-572-RZ, 11703 Fraser Street and 11718 224 Street**

1001.1   **Maple Ridge Official Community Plan Amending Bylaw No. 7550-2019**  
To re-designate the easterly portion of subject property (11703 Fraser Street) from Ground-Oriented Multi-Family to Low-Rise Apartment.  
Third reading

1001.2   **Maple Ridge Zone Amending Bylaw No. 7422-2018**  
To rezone the easterly portion of the subject property from RM-1 (Townhouse Residential) to RM-2 (Medium Density Apartment Residential). The current application is to permit future construction of a 57 unit apartment building with underground parking.  
Third reading

1002     **2016-031-RZ, 13227 236 Street**  
**Maple Ridge Zone Amending Bylaw No. 7228-2016**  
To rezone from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential). The current application is to permit a future development of 17 townhouse units.  
Third reading

1003     **2018-093-RZ, 11780 Burnett Street**  
**Maple Ridge Zone Amending Bylaw No. 7485-2018**  
To rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District). The current application is to permit a future 2 lot subdivision.  
Third reading

1004     **2017-117-RZ, 11865, 11839, 11831 232 Street**  
**Maple Ridge Zone Amending Bylaw No. 7351-2017**  
To rezone from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential). The current application is to permit the future development of 46 townhouse units.  
Third reading

Bylaws for Adoption

- 1005 **Maple Ridge Recreation Facility Fees Amending Bylaw No. 7553-2019**  
To reduce the dry floor rate by 10%, retroactive to April 1, 2019  
Adoption

1100 **COMMITTEE REPORTS AND RECOMMENDATIONS**

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

Public Works and Development Services

- 1101 **2019-072-AL, 12225 250 Street, Application to Exclude Land from the Agricultural Land Reserve**

Staff report dated June 18, 2019 providing options for consideration pertaining to Application 2019-072-AL to exclude approximately 0.987 hectares (2.4 acres) of land from the Agricultural Land Reserve.

- 1102 **Proposed Cannabis Retail Store, #7-22214 Dewdney Trunk Road**

Staff report dated June 18, 2019 recommending that an application for a cannabis retail store by Venti Holdings Ltd. located at #7-22214 Dewdney Trunk Road not be supported.

- 1103 **2019-164-RZ, 11678 Burnett Street, RS-1 to RM-1**

Staff report dated June 18, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7552-2019 to rezone from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to support a 8 unit residential townhouse development be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999.

1104 2018-444-RZ, 21759 River Road, RS-1 to RS-1b

Staff report dated June 18, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7516-2018 to rezone from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban [Medium Density] Residential) to permit a future subdivision of approximately two lots be given second reading and be forwarded to Public Hearing.

1105 2018-321-RZ, Electric Vehicle Charging Infrastructure

Staff report dated June 18, 2019 recommending that Off-Street Parking and Loading Amending Bylaw No. 7489-2018 to integrate 'rough-in' electric vehicle charging infrastructure requirements be given first, second and third reading.

1106 23154 128 Avenue – Request for Sanitary Service Connection Outside Urban Containment Boundary

Staff report dated June 18, 2019 recommending that the request to provide a sanitary service connection to 23154 128 Avenue be supported.

Corporate Services

1131 2018 Annual Report and 2018 Statement of Financial Information

Staff report dated June 18, 2019 recommending that the 2018 Annual Report be received and that the 2018 Statement of Financial Information be approved.

Parks, Recreation & Culture

1151 Festival Grant Program Recommendations – Intake Two

Staff report dated June 18, 2019 recommending that festival support allocations for events scheduled between November 1, 2019 to April 30, 2020 be approved.

Administration (including Fire and Police)

Other Committee Issues

1200 *STAFF REPORTS*

1300 *OTHER MATTERS DEEMED EXPEDIENT*

1400 *NOTICES OF MOTION AND MATTERS FOR FUTURE MEETING*

1500 *MAYOR AND COUNCILLORS' REPORTS*

1600 *ADJOURNMENT*

*QUESTIONS FROM THE PUBLIC*

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

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

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

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

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

For more information on these opportunities contact:

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

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

Checked by: 

Date: June 20/19

400 Adoption and Receipt of Minutes

401 Minutes of Regular and Special Council Meetings

City of Maple Ridge

**COUNCIL MEETING MINUTES**

June 11, 2019

The Minutes of the City Council Meeting held on June 11, 2019 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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<b>PRESENT</b>	<i>Appointed Staff</i>
<i>Elected Officials</i>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning & Development Services
Councillor J. Dueck	D. Pollock, General Manager Engineering Services
Councillor C. Meadus	D. Pope, Acting General Manager Parks, Recreation & Culture
Councillor G. Robson	L. Benson, Director of Corporate Administration
Councillor R. Svendsen	
Councillor A. Yousef	<i>Other Staff as Required</i>
	C. Nolan, Corporate Controller
<b>ABSENT</b>	
Councillor Duncan	

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The meeting was also live streamed and is available at  
<http://media.mapleridge.ca/Mediasite/Showcase/default/Channel/council>

100      **CALL TO ORDER**

200      **AMENDMENTS TO THE AGENDA**

300      **APPROVAL OF THE AGENDA**

R/2019-351

It was moved and seconded

That the agenda of the Regular Council Meeting of June 11, 2019 be adopted as circulated.

CARRIED

400 *ADOPTION AND RECEIPT OF MINUTES*

401 Minutes of the Regular Council Meeting of May 28, 2019 and the Special Council Meetings of May 28 and June 4, 2019

R/2019-352

It was moved and seconded

That the minutes of the Regular Council Meeting of May 28, 2019 and the Special Council Meetings of May 28 and June 4, 2019 be adopted as circulated.

CARRIED

500 *PRESENTATIONS AT THE REQUEST OF COUNCIL* – Nil

600 *DELEGATIONS* – Nil

650 *QUESTIONS FROM THE PUBLIC SESSION* – Nil

700 *ITEMS ON CONSENT*

701 Minutes

701.1 Minutes of the Development Agreements Committee Meetings of May 22, May 29 and May 30, 2019 and June 5, 2019

701.2 Minutes of Meetings of Committees and Commissions of Council

- Active Transportation Advisory Committee – September 26, 2018 and April 24, 2019
- Agricultural Advisory Committee – April 25, 2019
- Social Policy Advisory Committee – May 1, 2019

702 Reports

702.1 2019 Innovation in Emerging Cities Series

Staff report dated June 11, 2019 providing an overview of the 2019 Innovation in Emerging Cities series of events.

702.2 Disbursements for the month ended April 30, 2019

Staff report dated June 11, 2019 providing information on disbursements for the month ended April 30, 2019.

703 Correspondence – Nil

704 Release of Items from Closed Council Status

*From the Closed Council Meeting of April 2, 2019*

Item 04.01 Social Housing Plan – Update and Next Steps

- Resolution directing staff to provide an approach and costs for developing a communications strategy to social housing

*From the Closed Council Meeting of May 21, 2019*

Item 04.01 2020 BC Summer Games Board of Directors

- Appointments to the Maple Ridge 2020 BC Summer Games Board of Directors

R/2019-353

It was moved and seconded

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

CARRIED

800 **UNFINISHED BUSINESS**

801 Award of Contract, Garibaldi Secondary School Sports Court Renovation

Staff report dated June 11, 2019 recommending that Contract ITT-PL19-22: Garibaldi Sports Court Restoration be awarded to Cedar Crest Lands (BC) Ltd., that a contingency be authorized, that the project budget be increased funded from the Capital Works Reserve with the next financial plan bylaw amended to reflect the increase and that the Corporate Officer to authorized to execute the contract.

R/2019-354

It was moved and seconded

That Contract ITT-PL19-22: Garibaldi Sports Court Restoration be awarded to Cedar Crest Lands (BC) Ltd. in the amount of \$575,381 excluding taxes, and that a contingency of \$60,000 be authorized; and

That this project budget be increased by \$247,000 funded from the Capital Works Reserve and that the next Financial Plan Bylaw is amended to reflect this; and

That the Corporate Officer be authorized to execute the contract; and further

That the Corporate Officer be authorized to execute the construction agreement with School District No. 42.

CARRIED

900      *CORRESPONDENCE* – Nil

1000     *BYLAWS* – Nil

1100     *REPORTS AND RECOMMENDATIONS*

*Public Works and Development Services*

1101     2019-067-RZ, 23250 Silver Valley Road and 23267 137 Avenue,  
RS-3 to R-1

Staff report dated June 4, 2019 recommending that Maple Ridge Zone Amending Bylaw No. 7457-2019 to rezone from RS-3 (One Family Rural Residential) to R-1 (Residential District) to allow for a future subdivision of approximately six single family lots be given first reading and that the applicant provide further information as described on Schedules A, B and J of the Development Procedures Bylaw No. 5879-1999.

R/2019-355

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 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;

- 2. That Zone Amending Bylaw No. 7547-2019 be given first reading; and
- 3. That the applicant provide further information as described on Schedules A, B and J of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

CARRIED

1102 2017-386-DVP, 13112 Alouette Road

Staff report dated June 4, 2019 recommending that the Corporate Officer be authorized to sign and seal 2017-386-DVP to omit the requirement to dedicate Road Right of Way or construct 248 Street to a rural road standard.

R/2019-356

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-386-DVP respecting property located at 13112 Alouette Road.

CARRIED

Corporate Services – Nil

Parks, Recreation & Culture

1151 Recreation Facility Fees & Charges Update

Staff report dated June 4, 2019 recommending that the Sport User Annual Contribution fee be maintained at the current rate and that Maple Ridge Recreation Facility Fees Amending Bylaw No. 7553-2019 to reduce the Dry Floor Rate by 10% be given first, second and third readings.

R/2019-357

It was moved and seconded

That the Sport User Annual Contribution fee for Westview Secondary School, Pitt Meadows Secondary School and Samuel Robertson Technical School fields be maintained at the current rate and that Merkley Park/Maple Ridge Secondary, Golden Ears Elementary and Telosky Stadium/Thomas Haney Secondary fields capital replacement be funded through the Capital Infrastructure Replacement Fund; and further

That the Maple Ridge Recreation Facility Fees Amending Bylaw No. 7553-2019 be given first, second and third readings to reduce the dry floor rate by 10%, retroactive to April 1, 2019.

CARRIED

Administration (including Fire and Police)

1171 Award of Contract – Construction of Two Fire Pumper/Tanker Trucks

Staff report dated June 4, 2019 recommending that the contract for the construction of two fire pumper/tanker trucks be awarded to Hub Fire Engines & Equipment Ltd. of Abbotsford, B.C., and that the Corporate Officer be authorized to execute the contract.

R/2019-358

It was moved and seconded

That the contract for the construction of two fire pumper/tanker trucks at the cost of \$1,350,626 plus applicable taxes and a 10% contingency be awarded to Hub Fire Engines & Equipment Ltd. of Abbotsford, B.C. and that the Corporate Officer be authorized to execute the contract.

CARRIED

1172 Award of Contract – Construction of Two Fire Engines

Staff report dated June 4, 2019 recommending that the contract for the construction of two fire engines be awarded to Safetek Emergency Vehicles Ltd. of Abbotsford, B.C., that the next Financial Plan Bylaw amendment increase the two existing capital projects to allow construction of the fire trucks and that the Corporate Officer be authorized to execute the contract.

R/2019-359

It was moved and seconded

That the contract for the construction of two fire engines at the cost of \$2,277,514 plus applicable taxes and a 10% contingency; be awarded to Safetek Emergency Vehicles Ltd of Abbotsford, B.C.; and

That the next Financial Plan Bylaw amendment increase the two existing capital projects to construct Fire Engines to \$1,252,633 each, with increased funding of \$452,633 from the Fire Department Capital Acquisition Reserve and \$172,633 from the Fire Department Equipment Replacement Reserve; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

Other Committee Issues – Nil

1200 STAFF REPORTS – Nil

1300 OTHER MATTERS DEEMED EXPEDIENT – Nil

1400 NOTICES OF MOTION AND MATTERS FOR FUTURE MEETINGS – Nil

1500 MAYOR AND COUNCILLORS' REPORTS

Mayor Morden delivered a slide presentation highlighting progress made to date on the implementation of Council's Strategic Plan.

The presentation can be viewed at:

<http://media.mapleridge.ca/Mediasite/Play/cd6055f632f14adcab3e6d2ad2f3ab041d?playFrom=411000>

Councillors provided updates on meetings and events attended and upcoming.

1600 *ADJOURNMENT* - 7:52 p.m.

Certified Correct

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M. Morden, Mayor

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L. Benson, Corporate Officer

City of Maple Ridge

**SPECIAL COUNCIL MEETING MINUTES**

June 11, 2019

The Minutes of the City Council Meeting held on June 11, 2019 at 12:00 p.m. in the Blaney Room, 1<sup>st</sup> Floor, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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<b>PRESENT</b>	<b>Appointed Staff</b>
<i>Elected Officials</i>	
Mayor M. Morden	K. Swift, Acting Chief Administrative Officer
Councillor J. Dueck	D. Pope, Acting General Manager Parks, Recreation & Culture
Councillor C. Meadus	C. Carter, General Manager Planning and Development Services
Councillor G. Robson	D. Pollock, General Manager Engineering Services
Councillor R. Svendsen	L. Benson, Director of Corporate Administration
Councillor A. Yousef	<i>Other Staff as required</i>
	M.Orsetti, Manager of Bylaw & Licensing Services

**ABSENT**

Councillor K. Duncan

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

**1.0 CALL TO ORDER**

**2.0 APPROVAL OF THE AGENDA**

R/2019-334

It was moved and seconded

That the agenda for the June 11, 2019 Special Council Meeting be approved as circulated.

CARRIED

**3.0 NOTICE OF CLOSED COUNCIL MEETING**

R/2019-335

It was moved and seconded

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

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

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

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

CARRIED

4.0 *ADJOURNMENT* – 12:01 p.m.

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M. Morden, Mayor

Certified Correct

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L. Benson, Corporate Officer

City of Maple Ridge

**SPECIAL COUNCIL MEETING MINUTES**

June 18, 2019

The Minutes of the City Council Meeting held on June 18, 2019 at 12:00 p.m. in the Blaney Room, 1<sup>st</sup> Floor, Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

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**PRESENT**

*Elected Officials*

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

*Appointed Staff*

K. Swift, Acting Chief Administrative Officer  
D. Pope, Acting General Manager Parks, Recreation & Culture  
C. Carter, General Manager Planning and Development Services  
D. Pollock, General Manager Engineering Services  
L. Benson, Director of Corporate Administration

**ABSENT**

Councillor K. Duncan

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

**1.0 CALL TO ORDER**

**2.0 APPROVAL OF THE AGENDA**

R/2019-360

It was moved and seconded

That the agenda for the June 18, 2019 Special Council Meeting be approved as circulated.

CARRIED

**3.0 NOTICE OF CLOSED COUNCIL MEETING**

R/2019-361

It was moved and seconded

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

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

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

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

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

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

CARRIED

4.0 *ADJOURNMENT* – 12:01 p.m.

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M. Morden, Mayor

Certified Correct

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L. Benson, Corporate Officer

402 Minutes of the Public Hearing

CITY OF MAPLE RIDGE  
*REPORT OF PUBLIC HEARING*

June 18, 2019

The Report of the Public Hearing held in the Council Chamber of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on June 18, 2019 at 7:00 p.m.

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<b>PRESENT</b>	<i>Appointed Staff</i>
<i>Elected Officials</i>	K. Swift, Acting Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning & Development Services
Councillor J. Dueck	D. Pollock, General Manager Engineering Services
Councillor C. Meadus	L. Benson, Director of Corporate Administration
Councillor G. Robson	<i>Other staff as required</i>
Councillor R. Svendsen	C. Goddard, Director of Planning
Councillor A. Yousef	W. Cooper, Planner 1

**ABSENT**  
Councillor K. Duncan

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The meeting was also live streamed and is available at  
[media.mapleridge.ca/Mediasite/Showcase/default/Channel/publichearings](http://media.mapleridge.ca/Mediasite/Showcase/default/Channel/publichearings)

The Corporate Officer provided the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on June 25, 2019.

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

- 1) **2017-572-RZ**  
**11703 Fraser Street and 11718 224 Street**  
Lot A District Lot 398 Group 1 New Westminster District Plan EPP8898  
  
**Maple Ridge Official Community Plan Amending Bylaw No. 7550-2019**  
To re-designate the easterly portion of subject property (11703 Fraser Street) from Ground-Oriented Multi-Family to Low-Rise Apartment.  
  
**Maple Ridge Zone Amending Bylaw No. 7422-2018**  
To rezone the easterly portion of the subject property from RM-1 (Townhouse Residential) to RM-2 (Medium Density Apartment Residential). The current application is to permit future construction of a 57 unit apartment building with underground parking.

The Planner gave a detailed presentation providing information on the application.

The Mayor called for speakers a first time.

The Corporate Officer advised that 319 letters were mailed out and that correspondence was received from Glenn Lemieux in opposition to the application.

John MacKenzie

Mr. MacKenzie expressed concern with the height of the proposed building as it will impact his view of the Fraser River. He also expressed concern with the removal of three large cedar trees on Fraser Street to make access for parking.

Glenn Lemieux

Mr. Lemieux expressed concern that the new proposed applicant will duplicate issues that occurred a number of years ago with the original apartment complex. He felt that parking on Fraser Street will be impacted and that there will be increased traffic in and out of the area.

The Mayor called for speakers a second and third time.

There being no further comment, the Mayor declared this item dealt with.

- 2)       **2016-031-RZ**  
          **13227 236 Street**  
          Lot 35 Section 28 Township 12 New Westminster District Plan 37422

**Maple Ridge Zone Amending Bylaw No. 7228-2016**

To rezone from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential).

The current application is to permit a future development of 17 townhouse units.

The Director of Planning gave a detailed presentation providing information on the application.

The Corporate Officer advised that 94 letters were mailed out and that no correspondence was received on this item.

The Mayor called for speakers three times

There being no comment, the Mayor declared this item dealt with.

- 3)       **2018-093-RZ**  
          **11780 Burnett Street**  
          Lot 103 Section 17 Township 12 New Westminster District Plan 41319

**Maple Ridge Zone Amending Bylaw No. 7485-2018**

To rezone from RS-1 (One Family Urban Residential) to R-1 (Residential District).

The current application is to permit a future 2 lot subdivision.

The Director of Planning gave a detailed presentation providing information on the application.

The Corporate Officer advised that 87 letters were mailed out and that no correspondence was received on this item.

The Mayor called for speakers three times.

There being no comment, the Mayor declared this item dealt with.

- 4)      2017-117-RZ  
          11865, 11839, 11831 232 Street  
          Lot 1 Except: South 83 Feet, Section 17 Township 12 New Westminster District Plan  
          12599;  
          South 83 Feet, Lot 1 Section 17 Township 12 New Westminster District Plan  
          12599;  
          Lot 35 Section 17 Township 12 New Westminster District Plan 24972

Maple Ridge Zone Amending Bylaw No. 7351-2017

To rezone from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential). The current application is to permit the future development of 46 townhouse units.

The Planner gave a detailed presentation providing information on the application.

The Corporate officer advised that 89 letters were mailed out and correspondence expressing concern was received from Andrea Lister.

The Mayor called for speakers three times.

There being no comment, the Mayor declared this item dealt with.

Having given all those persons whose interests were deemed affected by the matters contained herein a chance to be heard, the Mayor adjourned the Public Hearing at 7:25 p.m.

Certified Correct

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M. Morden, Mayor

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L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

**700**

701 *Minutes*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

June 12, 2019  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Kelly Swift, Acting Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

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**1. 2018-137-SD**

LEGAL: Lot 9 Section 29 Township 12 New Westminster District Plan 9387;  
Part Subdivided on Plan EPP66434  
PID: 008-119-473  
LOCATION: 24891 104 Avenue  
OWNER: 581600 B.C. Ltd. (Anna Wong)  
REQUIRED AGREEMENTS: No Build Covenant for Remnant Lands  
Statutory Right of Way – Horse Trail

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2018-137-SD.**

**CARRIED**

**2. 2016-336-SD**

LEGAL: Lot 6 Section 15 Township 12 New Westminster District Plan  
EPP83476, Except Phase One Strata Plan EPS5932  
PID: 030-504-309  
LOCATION: 11272 240 Street  
OWNER: Main Street Willow & Oak Homes Ltd. (A. Chris Nieman)  
REQUIRED AGREEMENTS: Phasing Easement/Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-336-SD.**

**CARRIED**

**3. 2015-297-RZ**

LEGAL: Lot B and E both of District Lots 402 and 403 Group 1 New  
Westminster District Plan EPP79514  
PID: 030-627-770 and 030-627-800  
LOCATION: 11295 and 11280 Pazarena Place  
OWNER: Polygon Provenance Homes Ltd.  
REQUIRED AGREEMENTS: Slope and Habitat Protection Covenant  
Public Art Covenant (Lot B)

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2015-297-RZ.**

**CARRIED**

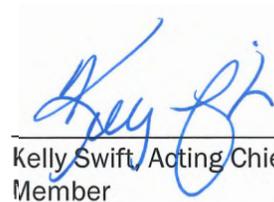
**4. 19-104682 BG**

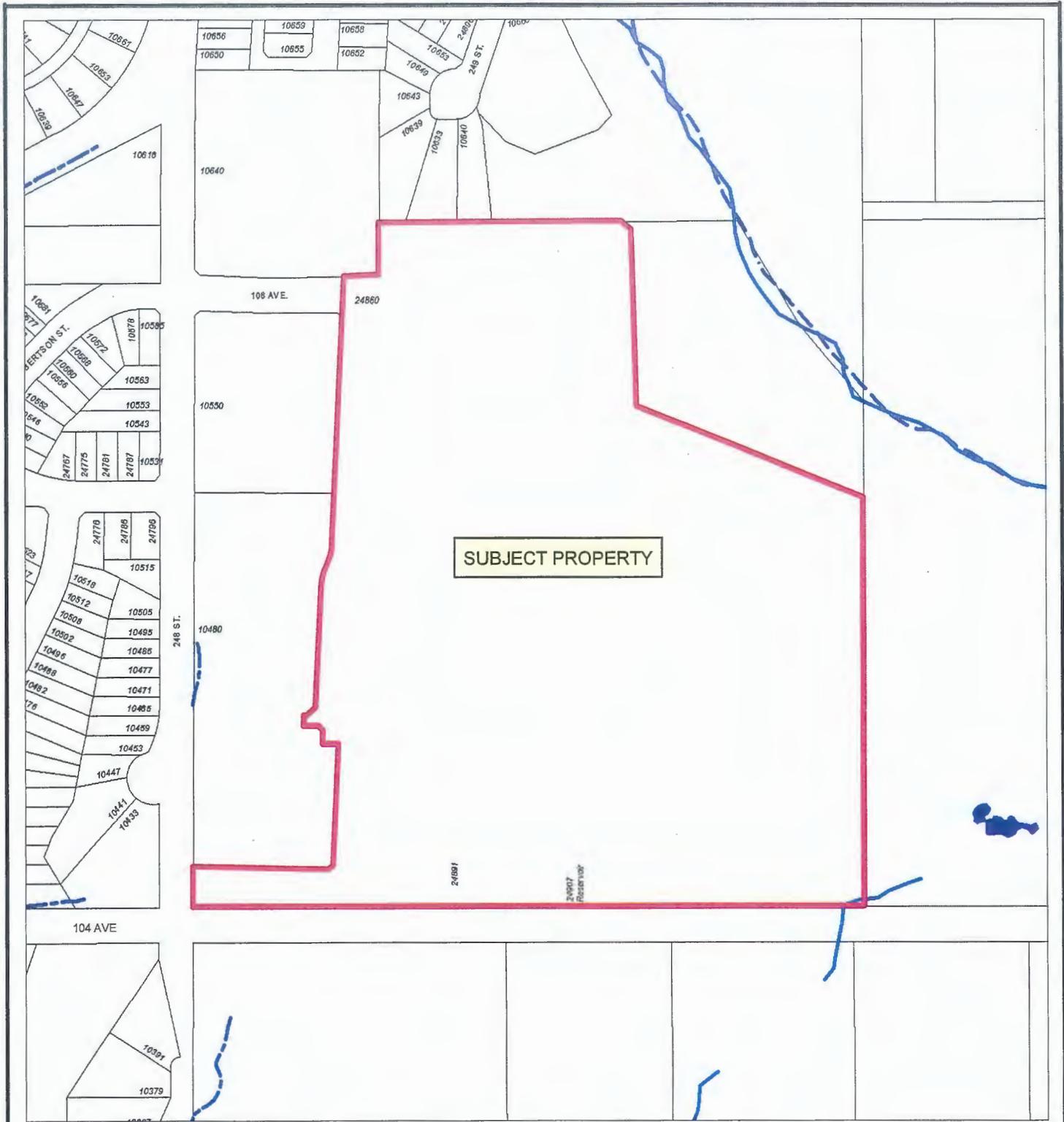
LEGAL: Lot 422 District Lot 280 Group 1 New Westminster District Plan 114  
PID: 011-511-729  
LOCATION: 20235 Lorne Avenue  
OWNER: Simarn Homes Ltd.  
REQUIRED AGREEMENTS: Floodplain Covenant

**THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-104682 BG.**

**CARRIED**

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

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



SUBJECT PROPERTY



Scale: 1:3,000

**Legend**

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

24891 104 AVENUE

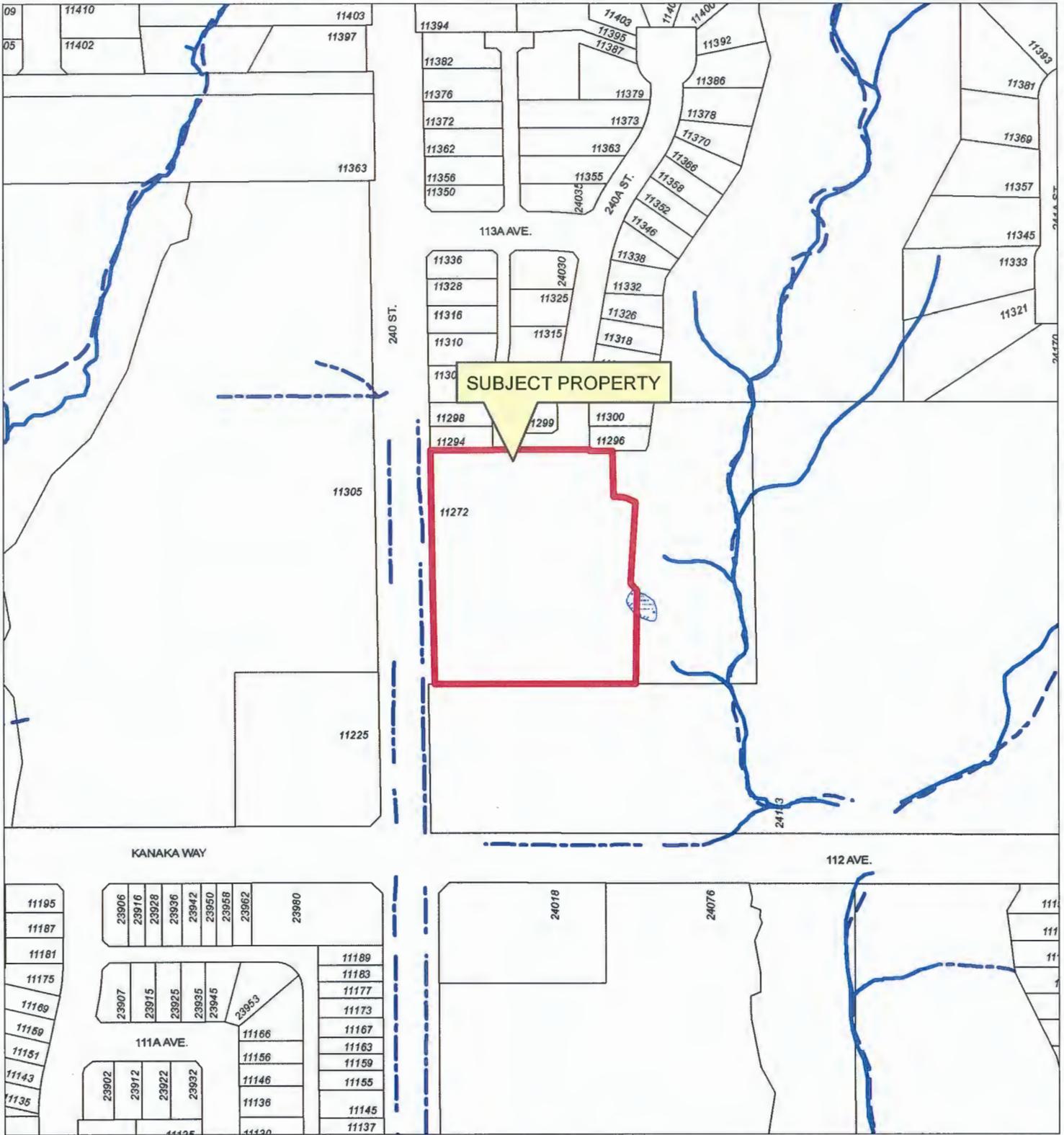
PLANNING DEPARTMENT



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

FILE: 2018-137-SD  
DATE: Apr 10, 2018

BY: PC



**SUBJECT PROPERTY**

11272



**Legend**

-  Stream
-  Ditch Centreline
-  Edge of Marsh
-  Indefinite Creek
-  Marsh

Scale: 1:2,500

**11272 240 STREET**  
**PID: 030-504-309**

PLANNING DEPARTMENT

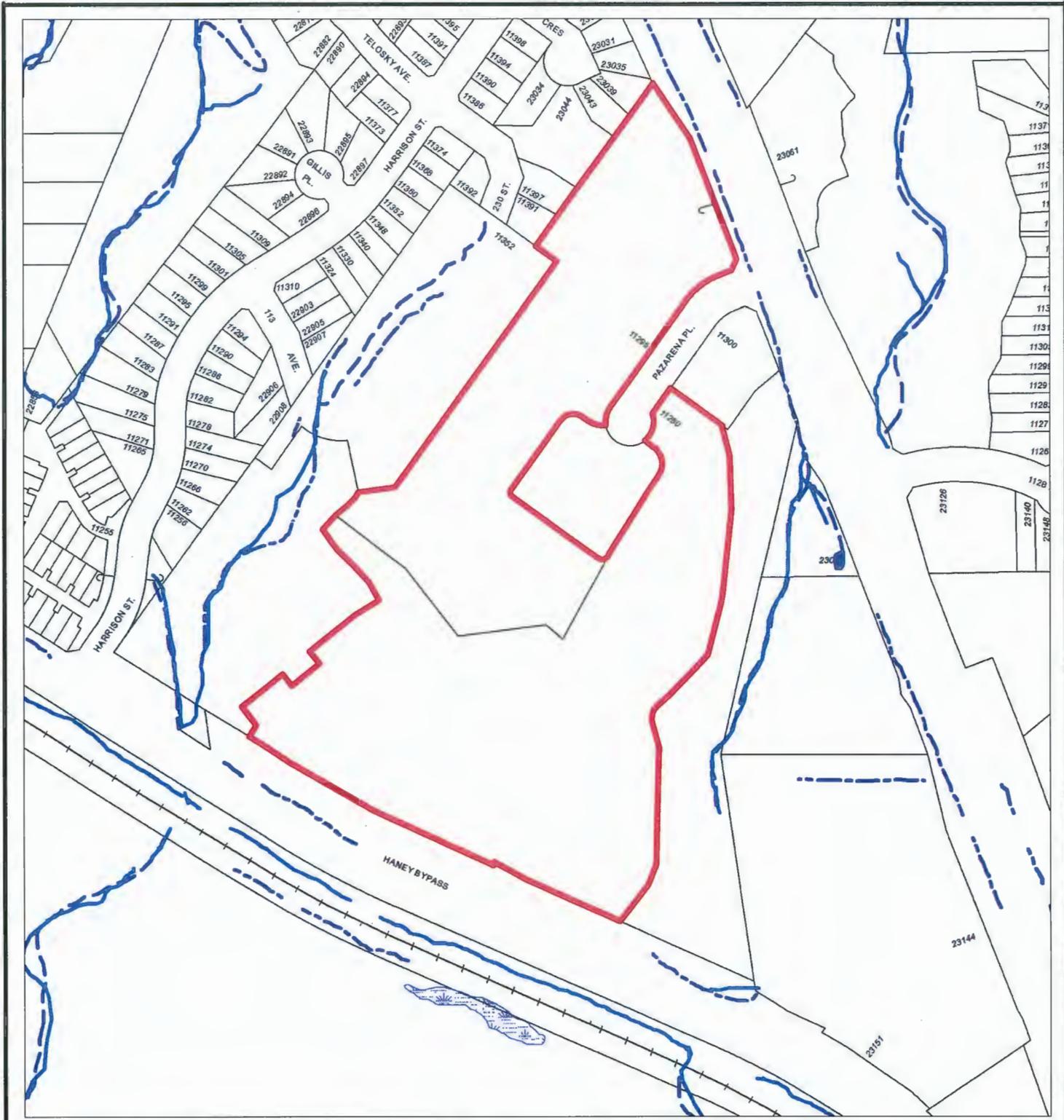


**MAPLE RIDGE**  
 British Columbia

**mapleridge.ca**

FILE: 2016-336-SD  
 DATE: Jun 7, 2019

BY: PC



**Legend**

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



Scale: 1:3,000

**11280/95 PAZARENA PLACE**

PLANNING DEPARTMENT



British Columbia

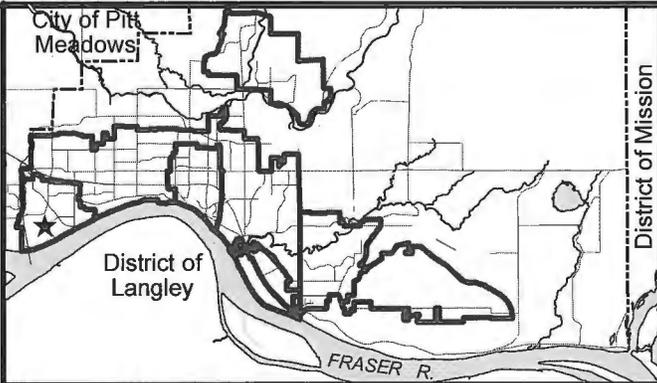
**mapleridge.ca**

FILE: Untitled  
DATE: Jun 12, 2019

BY: PC



Scale: 1:2,000



**20235 Lorne Ave.**

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LICENCES, PERMITS & BYLAWS DEPT.

**mapleridge.ca**

FILE: Untitled  
 DATE: Jun 11, 2019  
 BY: AA

**CITY OF MAPLE RIDGE  
DEVELOPMENT AGREEMENTS COMMITTEE**

June 18, 2019  
Mayor's Office

CIRCULATED TO:

Michael Morden, Mayor  
Chair

Kelly Swift, Acting Chief Administrative Officer  
Member

Catherine Schmidt, Recording Secretary

---

1. 18-118499 BG

LEGAL: Lot 19 Section 28 Township 12 New Westminster District Plan  
BCP19418  
PID: 026-420-627  
LOCATION: 13188 239B Street  
OWNER: Joel and Raquel Logan  
REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-118499 BG.

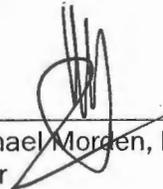
CARRIED

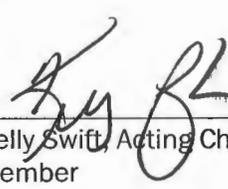
2. 19-103502 BG

LEGAL: Lot 366 District Lot 249 Group 1 New Westminster District Plan  
47008  
PID: 006-171-508  
LOCATION: 11914 212 Street  
OWNER: Sally Kang  
REQUIRED AGREEMENTS: Temporary Residential Use Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 19-103502 BG.

CARRIED

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

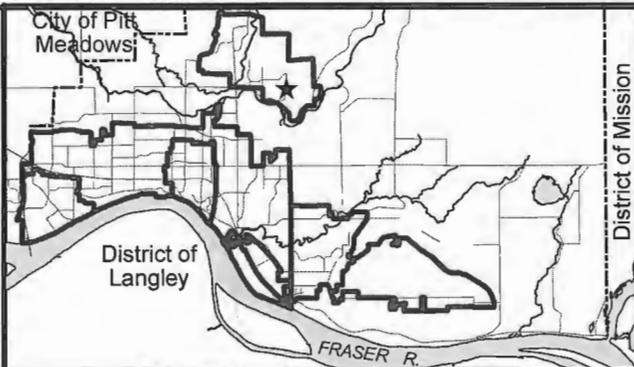
  
\_\_\_\_\_  
Kelly Swift, Acting Chief Administrative Officer  
Member



**SUBJECT PROPERTY**



Scale: 1:2,000



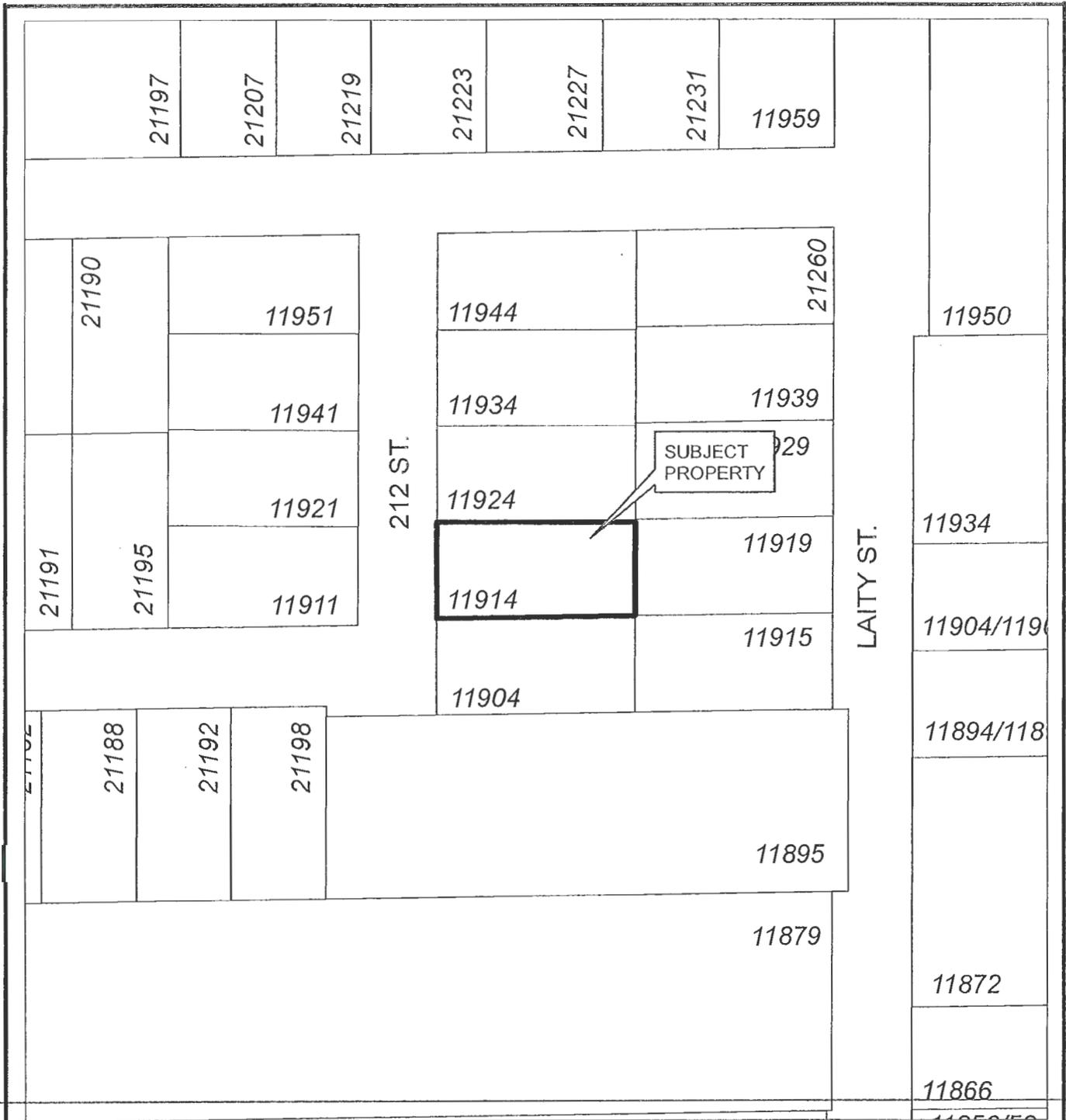
**13188 239B STREET**

ENGINEERING DEPARTMENT

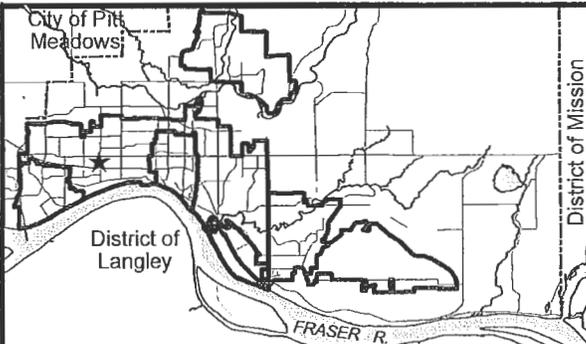
**mapleridge.ca**

FILE: Untitled  
DATE: Jun 14, 2019

BY: LP



Scale: 1:1,000



11914 212 ST



FILE: Untitled  
DATE: Jun 18, 2019

BY: C1

701.2 Minutes of Meetings of Committees and Commissions of Council

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

The Minutes of the Regular Meeting of the Environmental Advisory Committee, held in the Blaney Room at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on April 10, 2019 at 7:02 pm

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**COMMITTEE MEMBERS PRESENT**

Councillor Judy Dueck	Council Liaison
Leanne Koehn, Chair	Ridge Meadows Recycling Society
Gerry Pinel	Community Education on Environment and Development (CEED) Centre
Greg Wallin	Thornhill Aquifer Protection Study (TAPS) - Alternate
Janice Jarvis	Environmental Professional
Jessie Lees, Vice Chair	Member at Large – Youth Representative
Ken Stewart	Alouette River Management Society (ARMS) - Alternate
Ross Davies	Kanaka Education and Environmental Partnership Society (KEEPS)

**GUESTS**

Bill Hardy	Chair, Green Infrastructure and Natural Asset Inventory and Evaluation Subcommittee
Ken Williams	KEEPS - Alternate
Kirk Grayson	Chair, Communications and Outreach Subcommittee
Martin Dmitrieff	CEED Centre - Alternate

**STAFF MEMBERS PRESENT**

Rodney Stott	Staff Liaison / Environmental Planner
Amanda Allen	Committee Clerk

**ABSENT**

David Neufeld	Environmental Professional
Dennis Kinsey	Member at Large
Sara Barron	Member at Large

**NON-VOTING MEMBERS**

Dan Ruimy	Member of Parliament
Lisa Beare	MLA – Maple Ridge-Pitt Meadows
Bob D'Eith	MLA – Maple Ridge-Mission
Katzie First Nation Representative	
Kwantlen First Nation Representative	
BC Conservation Officer Service Representative	
Metro Vancouver Representative	

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

R/2019-006

It was moved and seconded

**That the April 10, 2019 Environmental Advisory Committee agenda be approved as circulated.**

CARRIED

3. **ADOPTION OF THE MINUTES**

R/2019-007

It was moved and seconded

**That the minutes of the Maple Ridge Environmental Advisory Committee meeting dated February 13, 2019 be adopted.**

CARRIED

4. **PRESENTATION**

4.1. **Council Strategic Priorities**

- Councillor Judy Dueck, EAC Council Liaison

Councillor Dueck gave a PowerPoint presentation on the five strategic priorities endorsed by Council:

- community safety
- inter-government relations
- growth
- community pride and spirit
- natural environment.

Councillor Dueck answered questions from the committee.

5. **QUESTION PERIOD - Nil**

6. **NEW AND UNFINISHED BUSINESS**

6.1. **Urban Forest Inventory by BCIT - update**

The staff liaison will work to schedule a presentation by BCIT on their urban forest inventory work using liDar technology.

6.2. **EAC Presentation to Council - Update**

The Chair summarized the March 19, 2019 Environmental Advisory Committee presentation to Council.

6.3. **Aquifer Mapping for OCP - update**

The staff liaison provided an update on the aquifer mapping request presented to Council on March 19, 2019. There was discussion on the Official Community Plan, the protection of groundwater and Provincial mapping.

6.4. **2019 Training and Field Trip Ideas**

The Chair advised locations are being collected and of the logistical support from the Communications and Outreach subcommittee.

7. **SUBCOMMITTEE REPORTS**

7.1. **Green Infrastructure and Natural Asset Inventory and Evaluation**

- Bill Hardy, Chair

Mr. Hardy provided an update on subcommittee activities and how they align with Council's strategic priorities.

7.2. **Communications and Outreach**

- Kirk Grayson, Chair

Ms. Grayson reported on strategy and planning efforts underway by the subcommittee to ensure the work fits with the strategic priorities of Council.

7.3. **Ecological Network and Wildlife Management Strategy**

The staff liaison reported the subcommittee will be developing a scoping report to send to Council.

8. **STAFF LIAISON UPDATES**

8.1. **Tree Protection and Management Bylaw Review / Update**

The staff liaison advised an update on the Tree Protection and Management bylaw has been requested by Council and a process to gather community feedback is being developed.

8.2. **Scoping Report Framework for Green Infrastructure Strategy**

The staff liaison advised a scoping report on a green infrastructure strategy is scheduled for Council presentation in November. The report will focus on identifying short term action items in addition to sorting complex issues into manageable policies and strategies.

9. **CORRESPONDENCE**

9.1. **Upcoming Events**

April 10, 2019 4:00 pm – 8:00 pm	Lougheed Transit Corridor Open House Glenwood Elementary (21410 Glenwood Ave) Organizer: City of Maple Ridge
April 11, 2019 6:00 pm	Alouette River Management Society Annual General Meeting Maple Ridge Public Library Organizer: ARMS
April 13, 2019 10:00 am – 2:00 pm	Earth Day Memorial Peace Park, Bandstand (11900 224 Street) Organizer: Ridge Meadows Recycling Society
April 13, 2019 10:00 am – 2:00 pm	Repair Café Memorial Peace Park (11900 224 Street) Organizer: Ridge Meadows Recycling Society

April 28, 2019  
11:00 am – 3:00 pm

Goodbye Chums!  
Kanaka Creek Regional Park (11450 256 Street)  
Organizer: KEEPS

May 3, 2019  
4:00 pm – 8:00 pm

Repair Café  
Home Show's Family Fest, Albion Fairgrounds (23448 Jim Robson Way)  
Organizer: Ridge Meadows Recycling Society

10. **ROUNDTABLE**

Members provided updates and reports on environmental activities.

11. **ADJOURNMENT** – 8:38 pm

"Original signed by L. Koehn"

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L. Koehn, Chair

/aa

800 *Unfinished Business*

**800**

**TO:** His Worship Mayor Michael Morden      **MEETING DATE:** June 25, 2019  
and Members of Council

**FROM:** Chief Administrative Officer      **MEETING:** Council

**SUBJECT:** 2020-2024 Business & Financial Planning Guidelines

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**EXECUTIVE SUMMARY:**

Over the coming months, staff will be preparing the 2020-2024 Business & Financial Plans for Council's consideration in December. Business & Financial Planning Guidelines serve as direction to staff. They also provide the community with an early indication of forecasted property tax and fee increases.

The purpose of this report is to have Council review and approve the guidelines so that work on the 2020-2024 Business & Financial Plan can begin. Business planning aligns corporate work plans to deliver on the strategic direction set by Council.

**RECOMMENDATION:**

**That the Business & Financial Planning Guidelines 2020 - 2024, attached as Appendix A, be approved.**

**DISCUSSION:**

**a) Background Context:**

The proposed Business & Financial Planning Guidelines for 2020-2024 are attached and there are a number of reasons for early consideration of these:

- Provide an open and transparent overview of the key assumptions used in the development of the Financial Plan.
- Provide the community with an early indication of proposed property and fee increases.
- Allow for a lengthy public input period, before Council receives the formal Financial Plan that will incorporate these guidelines.
- Provide guidance to staff to ensure the Financial Plan presented to Council in December meets with Council's expectations.

The rationale for the tax increases is covered in detail in the 2019-2023 Financial Overview Report available on the City's website at [www.mapleridge.ca](http://www.mapleridge.ca). This report will be updated for the 2020-2024 Financial Plan and will be included with departmental business plans.

**b) Citizen/Customer Implications:**

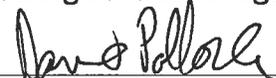
Business planning decisions and resource allocation impacts both levels of services and the cost of these services which are largely funded through property taxes, development charges and user fees.

**CONCLUSION:**

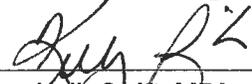
A significant amount of work on Business Planning will be done over the coming months and into the fall. The guidelines attached to this report will allow staff to develop a plan that is aligned with Council direction.

  
Prepared by: Trevor Thompson, CPA, CGA  
Chief Financial Officer

  
Reviewed by: David Boag  
for Acting General Manager Parks and Recreation & Culture

  
Reviewed by: David Pollock, P.Eng,  
General Manager Engineering Services

  
Approved by: Christine Carter, M. PL, MCIP, RPP  
General Manager Planning & Development

  
Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer

**Attachments:**

(A) Appendix A – Business & Financial Planning Guidelines 2020-2024

## Appendix A – Business & Financial Planning Guidelines 2020 - 2024

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### **1. Guidelines for Business Planning:**

- 1.1. Consider Council-raised issues in developing work plans, respecting the criteria for establishing priorities and recognizing that capacity is needed for opportunities or issues that might be discovered throughout the year.
- 1.2. Review property tax rates annually to ensure we are competitive with other lower mainland municipalities. The 2019 review will be extended to include the Farm Class.
- 1.3. Review utility charges with a view towards using rate stabilization practices to smooth out large fluctuations in rates.
- 1.4. Develop and initiate a public consultation plan.
- 1.5. Evaluate services to ensure alignment with Council direction.
- 1.6. Identify and measure outputs/outcomes. Performance measures will be published in the Annual Report and on the website and where possible will leverage data used in the Maple Ridge Open Government Portal.
- 1.7. Performance reports are to be presented to Council at open Council meetings, both with consideration of Council priorities and departmental commitments.
- 1.8. Identify potential new revenue sources (i.e. be creative). The increased revenues from existing sources should align with the cost increases for those services.
- 1.9. Used as a management tool, service level reductions are explored and kept confidential with the Corporate Management Team as not to cause undue concern amongst business units or staff. With this in mind, reduction packages should reflect significant changes to an area's operation. The requirement is less about meeting a specific target reduction or trimming costs around the edges, but rather should result in a fundamental shift in what or how services are delivered. Given the degree of cross-functional projects and service delivery, departments should consider collaborative reduction packages in partnership with other departments.
- 1.10. Incremental packages must include a business case to support new programs/projects/staff.
- 1.11. Organizational/structural change considerations should include whether the current structure is adequate to deliver the service? Are there better options? Should we contract for services, or bring services in-house where and when it makes sense organizationally and financially.
- 1.12. Succession planning – review organization charts in relation to service delivery with a view to long-term planning. What positions do you see as potentially becoming vacant by retirement and what organizational options may be available as a result? What training or overlap is required to provide sufficient knowledge transfer to ensure resilient service levels?
- 1.13. Vacant position review and management – all positions that become vacant are subject to a detailed review prior to being refilled.
- 1.14. Contracting/Consulting review – all consulting work should undergo a review at not only budget time, but also when services are being contracted to determine the best way to acquire services. This will involve potentially contracting out where it makes sense and contracting in where there are available staff resources.
- 1.15. Technology – review business applications and technology tools to identify upgrade or obsolescence issues. Ensure work plans, budgets and Information Services work plans/projects reflect the resources necessary to support the changes if required.

**2. Guidelines for Financial Planning:**

- 2.1. General Purposes Property Tax Increase, 2.0% per year.
- 2.2. Infrastructure Sustainability Property Tax Increase, 0.70% per year for 2020 and 2021, 0.90% per year for 2022 and 2023 and 1.0% for 2024.
- 2.3. Parks, Recreation and Culture Property Tax Increase, 0.60% per year.
- 2.4. Storm Water Property Tax Increase, 0.30% per year for 2020 and 2021, 0.10% for 2022 and 2023 with no increase in 2024.
- 2.5. Water Levy Increase, 4.50% per year.
- 2.6. Sewer Levy Increase, 8.50% per year.
- 2.7. Recycling Levy Increase, 2.75% per year.
- 2.8. Growth in Property Tax Revenue Assumption, 1.85% in 2020, 1.80% in 2021 and 1.75% per year for 2022 through 2024.
- 2.9. Provision for costs associated with growth, subject to available funding.
- 2.10. Budgets include operating and capital components for a five-year period.
- 2.11. The Financial Plan must be in accordance with Council's strategic Financial Sustainability Plan policies approved in October 2004.
- 2.12. Collective Agreements – the financial plan needs to include sufficient financial capacity to address collective agreement settlements or the emerging patterns.
- 2.13. Grants – Targeted grant funding sources should be reflected in the financial plan, along with the associated project costs.
- 2.14. Refine the funding strategy to deliver the approved park and recreation community infrastructure.
- 2.15. Funding for implementation costs have been set aside for the Community Safety Plan. The Financial Plan will be updated as the implementation plans are developed.

1000 Bylaws

**CITY OF MAPLE RIDGE  
BYLAW NO. 7550 - 2019**

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

---

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

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

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

1. This Bylaw may be cited for all purposes as "Maple Ridge Official Community Plan Amending Bylaw No. 7550 - 2019."
2. Schedule "A" of Town Centre Area Plan is hereby amended for that parcel or tract of land and premises known and described as:

Lot A District Lot 398 Group 1 New Westminster District Plan EPP8898

and outlined in heavy black line on Map No. 1003, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

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

READ a first time the 14<sup>th</sup> day of May, 2019.

READ a second time the 14<sup>th</sup> day of May, 2019.

PUBLIC HEARING held the 18<sup>th</sup> day of June, 2019.

READ a third time the            day of            , 20

ADOPTED, the            day of            , 20 .

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PRESIDING MEMBER

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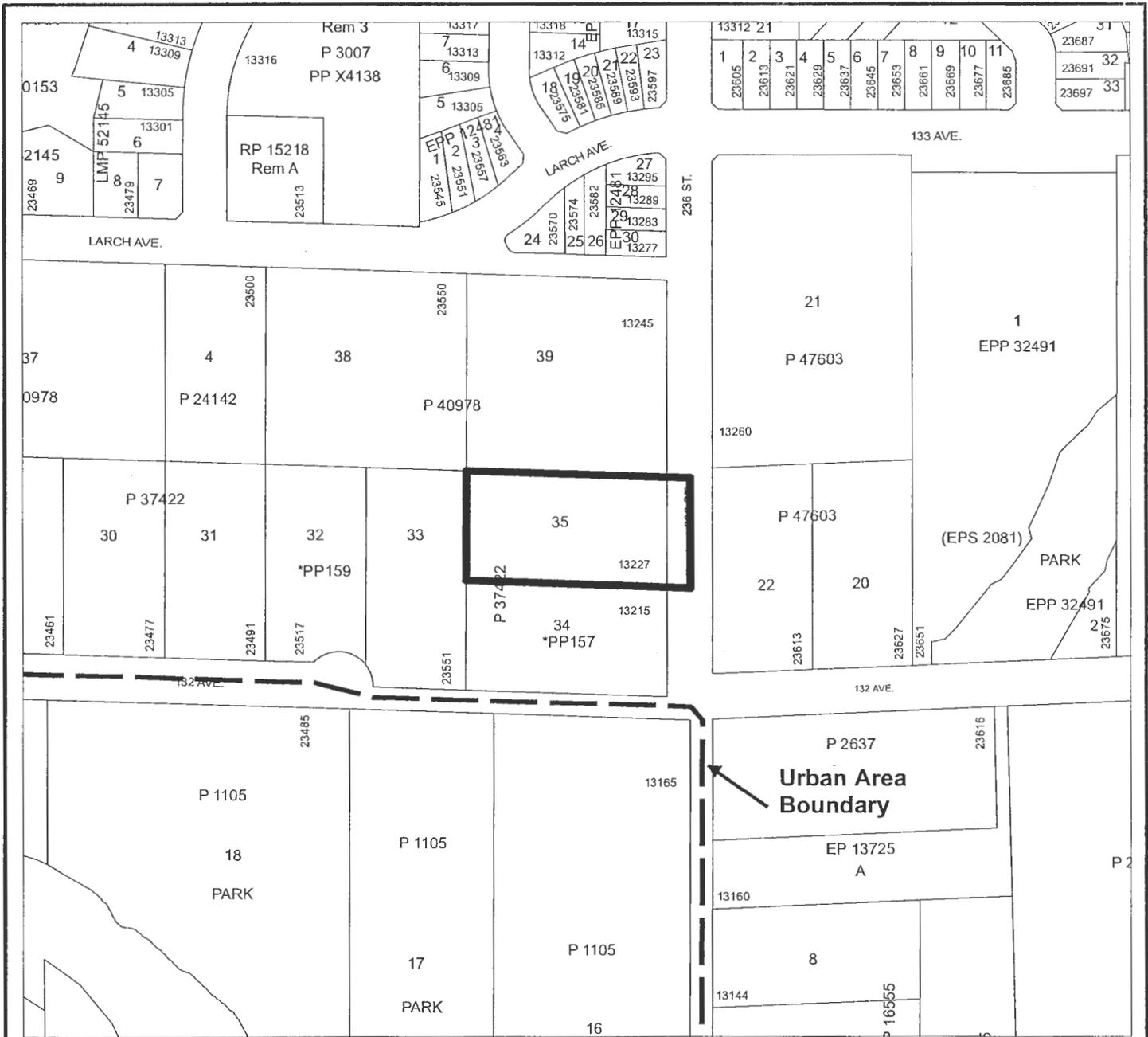
CORPORATE OFFICER











# MAPLE RIDGE ZONE AMENDING

Bylaw No. 7228-2016  
 Map No. 1667  
 From: RS-2 (One Family Suburban Residential)  
 To: RM-1 (Townhouse Residential)



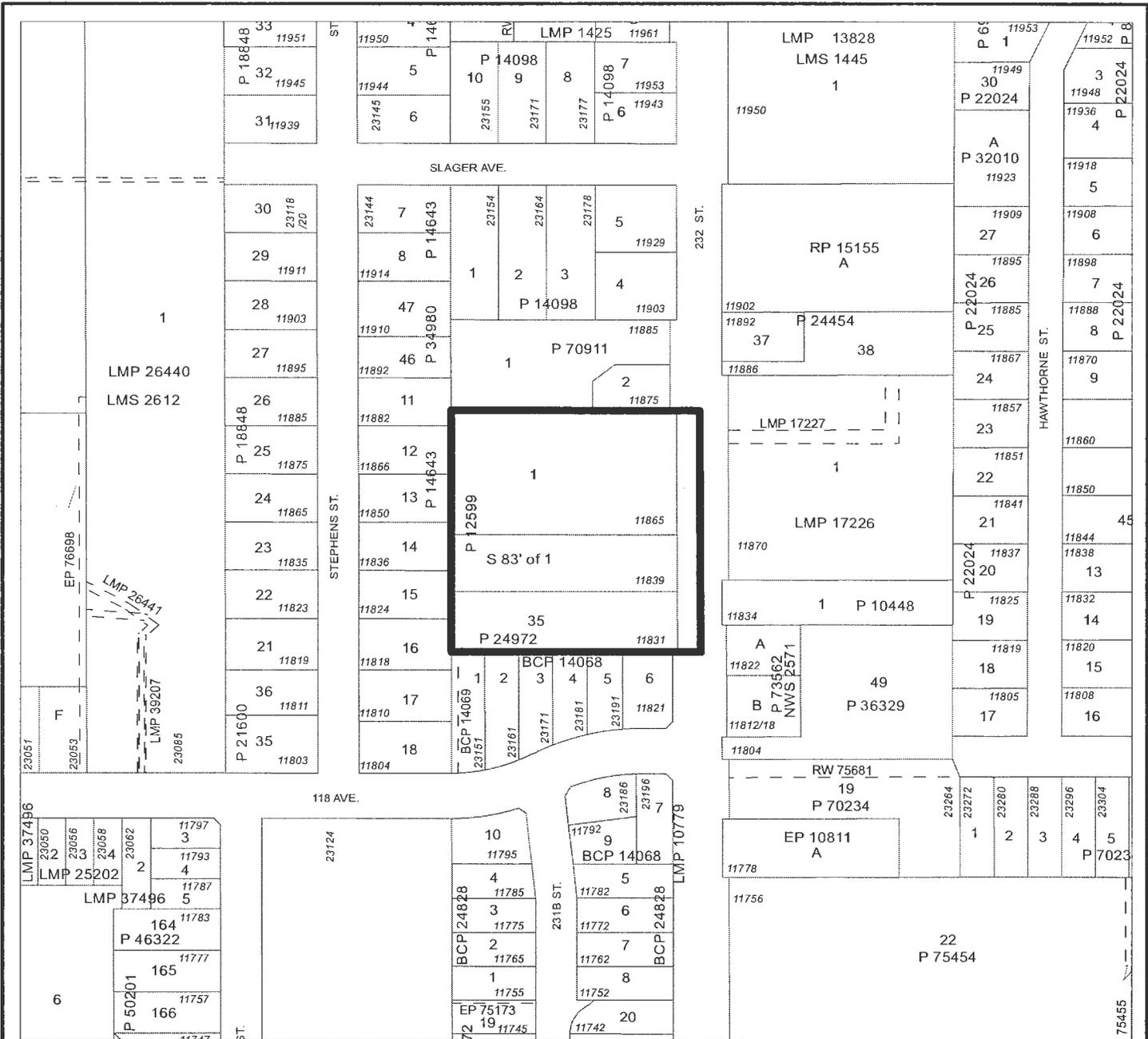
--- Urban Area Boundary











# MAPLE RIDGE ZONE AMENDING

Bylaw No. 7351-2017  
 Map No. 1716  
 From: RS-1 (One Family Urban Residential)  
 To: RM-1 (Townhouse Residential)



CITY OF MAPLE RIDGE

BYLAW NO. 7553-2019

A Bylaw to amend Maple Ridge Recreation Facility Fees  
Bylaw No. 4117-1988 as amended

---

WHEREAS, the Council may by bylaw establish and regulate the fixing of fees for admission and/or use of sports, recreation and community use facilities;

WHEREAS, an annual review process was undertaken in adopting the previous recreation facility fees;

WHEREAS, the Council has imposed fees and now wishes to amend those fees;

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

1. This Bylaw may be cited as "Maple Ridge Recreation Facility Fees Amending Bylaw No. 7553-2019".
2. The Maple Ridge Recreation Facility Fees By-law No. 4117-1998 as amended, be further amended by deleting Schedule "A" in its entirety and replacing with Schedule "A".
3. This Bylaw shall come into force and effect as of April 1, 2019.

READ a first time the 11<sup>th</sup> day of June, 2019.

READ a second time the 11<sup>th</sup> day of June, 2019.

READ a third time the 11<sup>th</sup> day of June, 2019.

ADOPTED the     day of     , 2019.

\_\_\_\_\_  
PRESIDING MEMBER

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

ATTACHMENT: Attachment A

ATTACHMENT A  
Arena Rates - Dry Floor Prime Time

Corporation of the City of Maple Ridge  
Bylaw No. 4117 - 1988

SCHEDULE "A"

Arenas					
Per Hour Rate (taxes not included)	Youth/Senior Non-Profit	Adult Non- Profit	Private	Commercial	Non-Resident
Ice - Prime Time	\$ 110.34	\$ 165.50	\$ 275.84	\$ 304.99	\$ 295.04
Ice - Non-Prime Time	\$ 82.76	\$ 124.13	\$ 206.88	\$ 228.74	\$ 221.28
Dry Floor* Prime Time	\$ 44.03	\$ 66.05	\$ 110.08	\$ 139.61	\$ 131.85

\*Dry Floor Prime Time rates will take affect April 1, 2019

## 1100 *Committee Reports and Recommendations*

Items in Section 1100 *Committee Reports and Recommendations* that refer to a staff report earlier than this agenda date were presented at a Committee of the Whole Meeting typically a week prior, on the date of the staff report, to provide Council with an opportunity to ask staff detailed questions. The items are now before regular Council Meeting for debate and vote. Both meetings are open to the public. The reports are not reprinted again in hard copy; however they can be found in the electronic agenda or in the Committee of the Whole agenda package dated accordingly.



**mapleridge.ca**

**City of Maple Ridge**

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** **Application to Exclude Land from the Agricultural Land Reserve**  
**12225 250 Street**

**MEETING DATE:** June 18, 2019  
**FILE NO:** 2019-072-AL  
**MEETING:** C o W

---

An application has been received under Section 30 (1) of the Agricultural Land Commission Act to exclude approximately 0.987 hectares (2.4 acres) of land from the Agricultural Land Reserve. The Applicant's submission conforms with the notice of application requirements of the Agricultural Land Commission.

This property will be familiar to some members of Council as the applicant had previously applied for exclusion but was not successful. The previous application was presented to Council on June 26, 2018 under Application 2018-071-AL. The applicant had also communicated to neighbours the intention to develop an intensive poultry farm on the subject property. Many residents expressed opposition to a farm of that magnitude with chickens, and some of these residents indicated support for excluding the property from the Agricultural Land Reserve.

The recommendation of this report has been in accordance with Council direction and does not articulate a specific approach. However, Council is advised to consider the following in their decision making process:

- Neighbourhood opposition to the proposed poultry farm was a specific response to a potentially offensive type of farming in a residential context, due to odours, traffic impacts, and visual intrusion. Consideration of a more extensive range of possible agricultural uses and impacts for this property have not been advanced at this time. It may be that appropriate small lot agricultural uses that are consistent with hobby farming would be welcomed in the neighbourhood. There is local support for small lot agriculture that offers modest income potential for farming interests, and local agricultural products to the customer base.
- The applicant's intention for urban levels of residential development at this location is at odds with the direction of the Official Community Plan. The existing RS-1 One Family Urban Residential Zone of the properties in this vicinity is not consistent with the land use designations of either Estate Suburban or Agricultural, and should be considered legal non-conforming.
- Should this application prove successful, it will reduce the land base in the Agricultural Land Reserve within the community and likely increase speculative interests in agricultural properties next to residential development. Within the area, there are a number of properties in the Agricultural Land Reserve that are also zoned RS-1 One Family Urban Residential (as shown on Appendix C). This application, if successful, would likely increase development pressures on these properties.

**RECOMMENDATION:**

The following resolutions are provided for Council's consideration:

- a) That the application not be authorized to go forward to the Agricultural Land Commission;
- b) That the application be authorized to go forward to the Agricultural Land Commission with a summary of Council's comments and the staff report.

**DISCUSSION:**

**a) Background Context:**

Applicant:	Eva Pozsar
Legal Description:	Lot A, Section: 23, Township: 12, Plan: NWP87852
OCP : Existing:	Agricultural
Zoning: Existing:	RS-1 One Family Urban Residential
Surrounding Uses:	
North:	Use: Rural Residential Zone: RS-1 One Family Urban Residential Designation: Agricultural
South:	Use: 10 properties, urban residential use Zone: RS-1 One Family Urban Residential Designation: Estate Suburban Residential.
East:	Use: 3 properties, urban residential use Zone: RS-1 One Family Urban Residential Designation: Estate Suburban
West:	Use: Rural Residential Zone: RS-1 One Family Urban Residential Designation: Agricultural
Existing Use of Property:	Rural Residential
Proposed Use of Property:	Urban Residential
Site Area:	0.987
Access:	250 <sup>th</sup> Street

**b) Site Context:**

The 0.987 hectare (2.5 acre) subject property is zoned RS-1 One Family Urban Residential but is 100 % within the Agricultural Land Reserve. It is situated to the north of the "Smith Avenue subdivision", a block of parcels created in 1957 that are designated Estate Suburban in the Official Community Plan (see Appendix D). These properties and their zoning predate the creation of the Agricultural Land Reserve. Zoned RS-1 One Family Urban Residential, the properties within this subdivision generally conform to the minimum area requirements of the zone (See Appendix C). Despite their parcel size and their urban zoning, these properties are remote from the urban area and are designated Rural in Metro Vancouver's Regional Growth Strategy.

The subject property and other acreage parcels that enclosed this subdivision (many of which were also zoned RS-1 One Family Urban Residential) were included in the Agricultural Land Reserve in 1972. These properties are designated Agricultural in Metro Vancouver's Regional Growth Strategy.

**c) Project Description:**

The applicant proposes to exclude the property from the Agricultural Land Reserve in order to create a 9 lot subdivision under the subject property's existing RS-1 One Family Rural Residential Zoning. A landscape strip is proposed as a buffer to separate the newly created lots from adjacent agricultural land. A subdivision proposal is appended to this report in Appendix E.

Should this application be successful, the property would not require rezoning in order to develop to urban residential densities, due to the existing urban zoning of the subject property. However, development considerations include the requirement for full urban services as a condition of subdivision. The subject property has one sewer connection, and this service could not be expanded without the consent of the Greater Vancouver Sewerage and Drainage District, which has coordinated its mandate (The Integrated Liquid Waste and Resource Management Plan) with Metro Vancouver's Regional Growth Strategy. The subject property is designated Agricultural in the Regional Growth Strategy, and the extension of additional urban services at this location would be at odds with regional growth management goals.

**d) Planning Analysis:**

On July 19, 2004, a report for processing exclusion applications was received by Council outlining legal implications and the local government's role in processing applications for exclusion from the Agricultural Land Reserve. Council resolved to consider the following options for referring applications to the Agricultural Land Commission:

- The application be authorized to go forward to the Agricultural Land Commission with no comment.
- The application be authorized to go forward to the Agricultural Land Commission with comments.
- The application be authorized to go forward to the Agricultural Land Commission with a recommendation to exclude the property with or without comments.
- The application be authorized to go forward to the Agricultural Land Commission with a recommendation to not exclude the property with or without comments.
- The application not be authorized to go forward to the Agricultural Land Commission.

The process for decision making on applications for exclusion from the Agricultural Land Reserve was further refined by Council at their February 14, 2005 Workshop. At that time, Council streamlined this process to include the following options:

- a) *That the application not be authorized to go forward to the Agricultural Land Commission;*
- b) *That the application be authorized to go forward to the Agricultural Land Commission with a summary of Council's comments and the staff report.*

The above resolution forms the recommendations presented in this staff report. To assist Council in the decision of allowing this application to proceed further, this development proposal will be

reviewed in light of the policies and policy concerns of the Official Community Plan, and the Agricultural Plan.

### **Zoning Bylaw**

By urban standards, the RS-1 One Family Urban Residential zoning of the subject property permits relatively large lot sizes of 668 m<sup>2</sup> (approximately 7000 ft<sup>2</sup>). Minimum lot dimensions include 27 metres for lot depth and 18 metres for lot width. However, this lot size is significantly smaller than would typically be allowed in an Agricultural, Rural Residential or Estate Suburban land use designation. The aligning zone in the Estate Suburban designation is RS-2 One Family Suburban Residential, which has a minimum parcel size of 0.4 ha (1 acre) and minimum dimensions of 36 metres of lot width with 60 metres of lot depth. As the zoning of the properties in this vicinity does not align with their land use designations, this zone is legally non-conforming at this location.

### **Subdivision and Servicing Bylaw**

The existing RS-1 One Family Urban Residential Zone has servicing requirements as a condition of subdivision. These include full urban services, including street trees, water, sanitary sewer, storm drainage, asphalt, curb and gutters, underground wiring, boulevard treatment, sidewalks, street lighting, and transit bays. The extension of sanitary sewer at this location would require the approval of the Greater Vancouver Sewerage and Drainage District.

**Lot Geometry:** The subject property has a lot width of 51.7 metres. The newly proposed lots would take their lot depth from this frontage. A 15 metre cul-de sac would be required to give each newly created lot sufficient road frontage.

As the required parcel depth in the RS-1 One Family Urban Residential Zone is 27 metres, the remainder from this dimension (51.7 – (27 + 15)) would provide over 8 meters which could potentially be used as an agricultural buffer.

A formal subdivision application along with a servicing agreement would be required prior to subdivision occurring.

### **Official Community Plan**

This application proposes an urban level of development on a property that is within the Agricultural Land Reserve. Accommodating population growth is a priority within the Official Community Plan. To address this issue, the Plan contains broad policies to accommodate growth within the Urban Area Boundary, with options that include infill and redevelopment, as well as greenfield development. Once build out has been attained, the Thornhill Urban Reserve has been identified for urban development, with specific triggers in place. The ALR has been considered unavailable for this purpose for several years.

Agricultural policies within the OCP that are pertinent to this application are expressed as follows:

*6 - 8 Maple Ridge will work cooperatively with senior levels of government and other agencies to promote agricultural business opportunities by:*

- a) aligning land use bylaws to permit supportive non-farm uses such as agro-tourism, bed and breakfasts, and on-farm sales;*
- b) assisting agricultural landowners to identify and develop agricultural opportunities (e.g. value added, agri-tourism, bed and breakfast, recreation);*
- c) identifying and encouraging access by agricultural landowners to agricultural programs;*

- d) *promoting the demand for, and sale of, local agricultural products within the community (e.g. farmer's market, on-farm marketing, District food and plant material procurement policies);*
- e) *developing a small lot agricultural initiative tailored to Maple Ridge conditions.*

In recognition that many Maple Ridge agricultural properties are small, (less than 4 hectares or 10 acres), Policy 6-11 states the following:

*6 - 11 Maple Ridge will review policies and regulations to support and encourage small lot agriculture.*

To guide Council in their decision making process with properties that are within the Agricultural Land Reserve, Policy 6-12 states the following:

*6 - 12 Maple Ridge will protect the productivity of its agricultural land by:*

- a) *adopting a guiding principle of "positive benefit to agriculture" when making land use decisions that could affect the agricultural land base, with favourable recognition of initiatives including but not limited to supportive non-farm uses, infrastructure improvements for farmland, or the inclusion of land elsewhere in the Agricultural Land Reserve;*
- b) *requiring agricultural impact assessments (AIAs) and Groundwater Impact Assessment of non-farm development and infrastructure projects and identifying measures to off-set impacts on agricultural capability;*
- c) *preserving larger farm units and areas by using appropriate buffers such as roads, topographic features, watercourses, ditching, fencing, or gradually reduced residential densities on properties adjacent to agricultural land;*
- d) *discouraging the subdivision of agricultural land into smaller parcels, except where positive benefits to agriculture can be demonstrated;*
- e) *reinforcing the concept that the Agricultural Land Reserve is intended for agricultural use by increasing the minimum lot size for ALR properties that are zoned Rural Residential;*
- f) *encouraging the amalgamation of smaller parcels of farmland into larger, more cohesive parcels.*

The applicant's submission appears to conflict with many of these objectives. The applicant's claim of benefit to agriculture is the landscape buffer submitted with the subdivision plan aimed at protecting the agricultural properties to the north and to the west of the site, once it is excluded. The subdivision plan and rationale are attached as Appendix E. It should be noted that the intent of agricultural buffers is that they be placed on the non-ALR side of the agricultural interface. It is not the intent that the properties at the interface get excluded in order to create a buffer (and a new interface).

### **Agricultural Plan**

The Maple Ridge Agricultural Plan, endorsed by Council in 2009, recognized the challenges and opportunities facing the agricultural industry in Maple Ridge. The Plan emphasized that within the Maple Ridge agricultural sector, there is support for initiatives to protect, enhance, and promote agriculture:

*There is an expectation that traditional farming models will not be as applicable in the future and that alternative models with new and multiple objectives should be pursued. There are individuals within the Maple Ridge agricultural sector who see a need for changes in how the agricultural sector currently interacts with the community and are embracing new emerging food system options.*

*Key observations emerged from sector consultations that will guide the agricultural planning process. Close proximity to a large urban population with increasing demand for local food and agricultural products is the biggest strength of Maple Ridge agriculture. As such, there is considerable opportunity to develop markets for a diverse range of high quality products that are fresher, safer, and healthier by virtue of being local.*

*There was overall optimism identified during the consultation process that food trends could be translated into profitable business opportunities regardless of the constraints posed by parcel size, fragmentation of the land base, or resource characteristics. These proponents include both established farmers and also relatively unseasoned operators with post-secondary educations, new ideas and substantial amounts of capital who are just starting out.*

The poultry farm proposal advanced by the applicant could be described as a more traditional type of agriculture. The emphasis made by the Plan indicates that there may be other options for an agricultural future for the property that would be lost if excluded and subdivided.

Since the 2009 endorsement of the Agricultural Plan, a number of initiatives have been advanced to support this work. Most recently, at the June 11, 2019 Council workshop, a report was presented on an Agri-Food Hub within Maple Ridge. This initiative would provide a cost effective program for receiving, processing, and distribution of local agricultural products. This program could increase the economic potential of small lots in the ALR, such as the subject property.

A recommendation that has not yet been advanced pertains to the zoning of properties within the Agricultural Land Reserve. In particular, the Plan notes that the RS-3 One Family Rural Residential Zone, the most prevalent zone within the Agricultural Land Reserve, may contribute to a perception that agriculture is not a principal use within this zone. The Plan contains recommendations for redress of this situation.

The Plan does not comment on the impacts that RS-1 One Family Urban Residential Zoning may have on properties within the Agricultural Land Reserve. However, it is reasonable to conclude that this urban zone also increases the perception that the long term use of these properties is not for agricultural purposes. On this basis, Council may wish to consider it appropriate to amend the zoning of these properties to reflect the Agricultural Land Use Designation.

### **Contemporary Perspective**

The applicant has communicated with the neighbourhood of the plans to develop an intensive chicken farm on the property and in response received significant opposition to this proposal, due to concerns about neighbourhood impacts that such an operation would create. There is little question that an intensive poultry operation would ideally be situated more remotely from a residential neighbourhood, with appropriate buffers in place.

There are, however, other types of agriculture that could actually benefit from closer proximity to residential development. In **Agricultural Urbanism**, the book's authors advance the concept of "Artisan Agriculture" to describe a form of low impact agriculture that benefits from close proximity to residential development.

Pertinent excerpts from this document are as follows:

*Conventional agriculture today does not integrate easily into the urban fabric because it requires large areas of farmland, significant industrial scale barns and machinery and heavy spraying of fertilizers, pesticides, and in some cases, manure. The risk of dust or*

*chemicals drifting into nearby residential areas is always a concern, and the scale of machinery makes it immediately evident that these uses are incompatible.*

*One response to this dilemma is to create significant buffers between agriculture and human settlement, essentially further separating our cities and the production of the food that sustains them. These buffers are appropriate in many cases are also being promoted as a partial solution to the ongoing trade-offs between agriculture and habitat. However, as noted elsewhere, conventional buffers tend to sever the physical and psychological connections between people and agriculture.*

*When we begin to pursue the closer integration of farming and cities, we need to envision or articulate an alternative model of farming that will not only survive being in close proximity to homes, but will actually benefit from that adjacency.<sup>1</sup>*

Key components of this approach are:

- Low-toxicity farming practices that minimize the use of pesticides and herbicides
- High value products with direct to consumer marketing
- Vertically integrated farming operations with value added products.

**Agricultural Land Commission.** The Agricultural Land Commission recognizes certain types of land uses that support existing agriculture, such as on-site produce sales, processing, and agri-tourism. These activities are particularly supportive of small scale agriculture, due to their potential to promote agriculture and increase gross farm receipts.

Although the neighbourhood may have been concerned about an intensive poultry farm in their vicinity, there are other potential farming activities that could be compatible with adjacent residential uses. The policies of the Agricultural Land Commission could support these smaller scale farming activities. This opportunity would be lost if this property was removed from the ALR and subdivided.

**Growth Management and Extension of Sewer Services.** At the January 9, 2017 Council Workshop, Council received a report from the Engineering Department titled “Metro Vancouver Sewerage Extension Provisions.” This report outlined the policy considerations pertinent to Metro Vancouver in reviewing applications for extending sewer services. These policy considerations include restricting the extension of regional sewerage services to Rural, Agricultural or Conservation and Recreation designated lands that are outside the Urban Containment Boundary. The priorities driving these restrictions are to ensure consistency with the regional land use designation, and with growth management goals. Within this context, the only justification for sewer extension in these areas is to address public health or environmental risks.

This application would require the extension of sewer to serve the proposed subdivision application, and such an extension could not be justified based on the considerations noted above.

This regional approach advances a concept of “No Significant Impact” in the review of sewer extension applications. It was noted that while extending service to individual properties might not be significant from a regional capacity perspective, a single property approval could establish precedents and lead to additional requests within a municipality. The cumulative effect of additional applications could have an impact on regional capacity.

As this regional jurisdiction over extending sewer services is not well understood in the community, the prospect of acquiring a property with both urban residential zoning and a sewer connection may

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<sup>1</sup> **Agricultural Urbanism**, Janine de la Salle & Mark Holland, Green Frigate Books, 2010, p 61.

seem deceptively attractive to potential investors, who likely will not understand these servicing constraints. As there are several ALR properties in this vicinity with urban residential zoning, it is likely that this application will generate interest among these property owners. If successful, this application will increase development pressures in the area. Appendix C shows the ALR properties in this vicinity with RS-1 Zoning.

**e) Alternatives:**

As this report has been prepared in accordance with Council direction for processing applications for exclusion from the Agricultural Land Reserve, there is no specific recommendation for Council's consideration. However, Council may wish to consider the implications of forwarding this application, as it may increase land speculation in the area, and undermine the intent of the Agricultural Land Reserve. In addition, if this application is successful, a required next step would be an application for sewer extension, which would be a responsibility of Council to advance.

**CONCLUSION:**

This application for exclusion from the Agricultural Land Reserve has been reviewed in light of the property's existing zoning, potential lot geometry, agricultural potential, and servicing considerations. As this application would involve regional approvals if successfully removed from the Agricultural Land Reserve, the policy implications involved with sewer extension have been discussed. The report's recommendations are in accordance with Council's direction, and for this reason, a specific recommendation has not been made.

"Original signed by Diana Hall"

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

"Original signed by Chuck Goddard"

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*Reviewed by:* **Charles R. Goddard, BA, MA  
Director of Planning**

"Original signed by Christine Carter"

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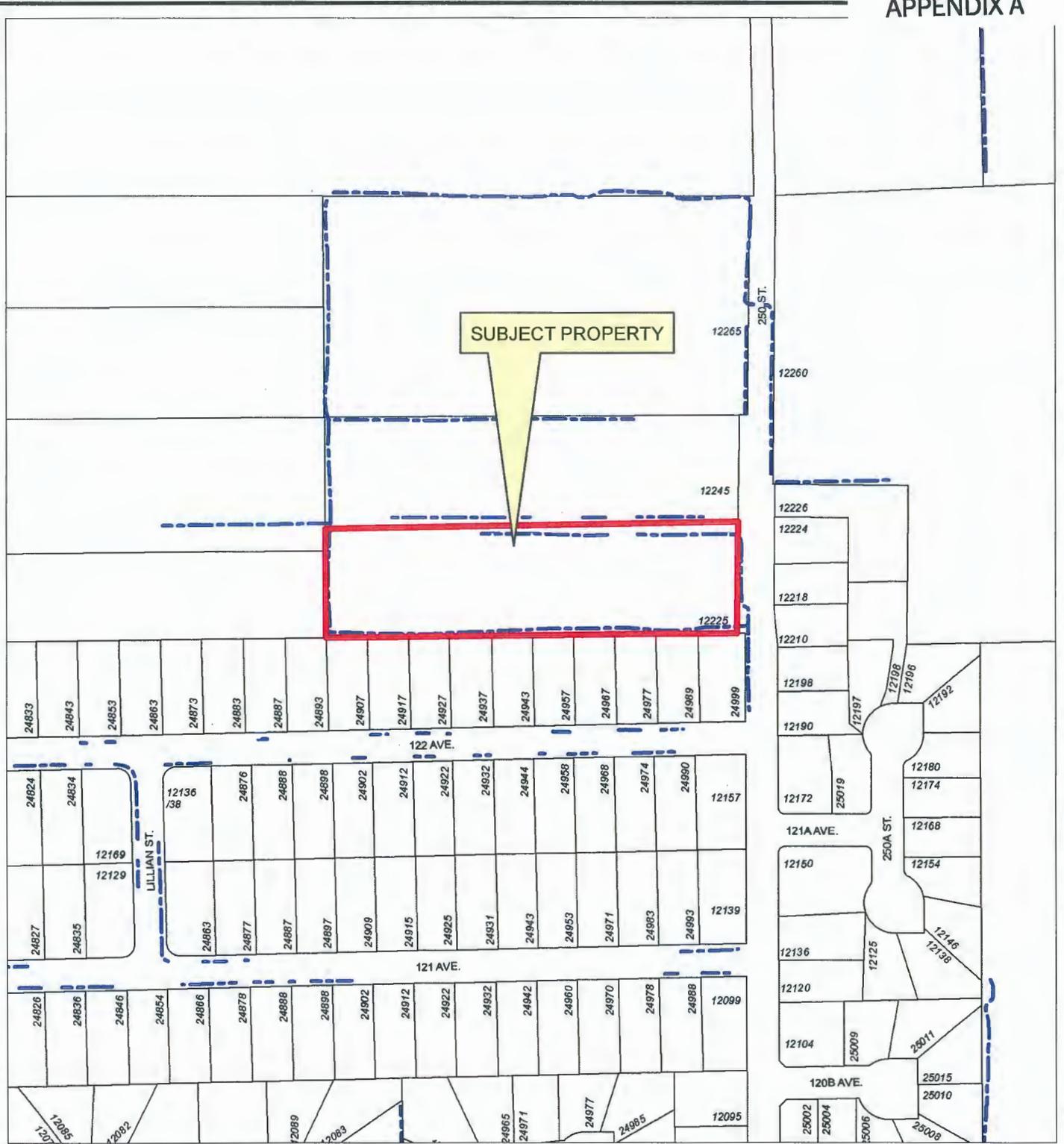
*Approved by:* **Christine Carter, M.PL, MCIP, RPP  
GM Planning & Development Services**

"Original signed by Kelly Swift"

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

The following appendices are attached hereto:  
Appendix A – subject map  
Appendix B – ortho map  
Appendix C – map showing ALR and Zoning  
Appendix D – OCP Map  
Appendix E – correspondence and subdivision plan prepared by applicant



Scale: 1:2,500

**Legend**

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

**12225 250 Street**

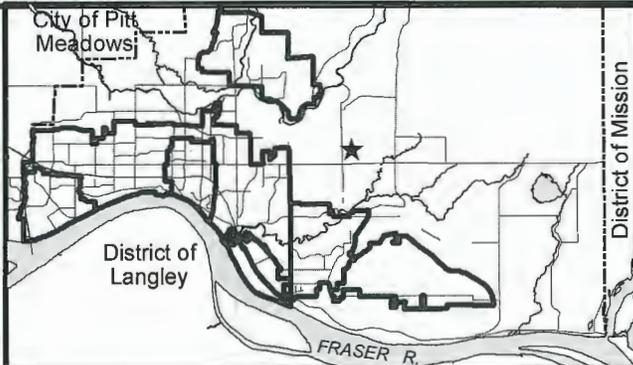
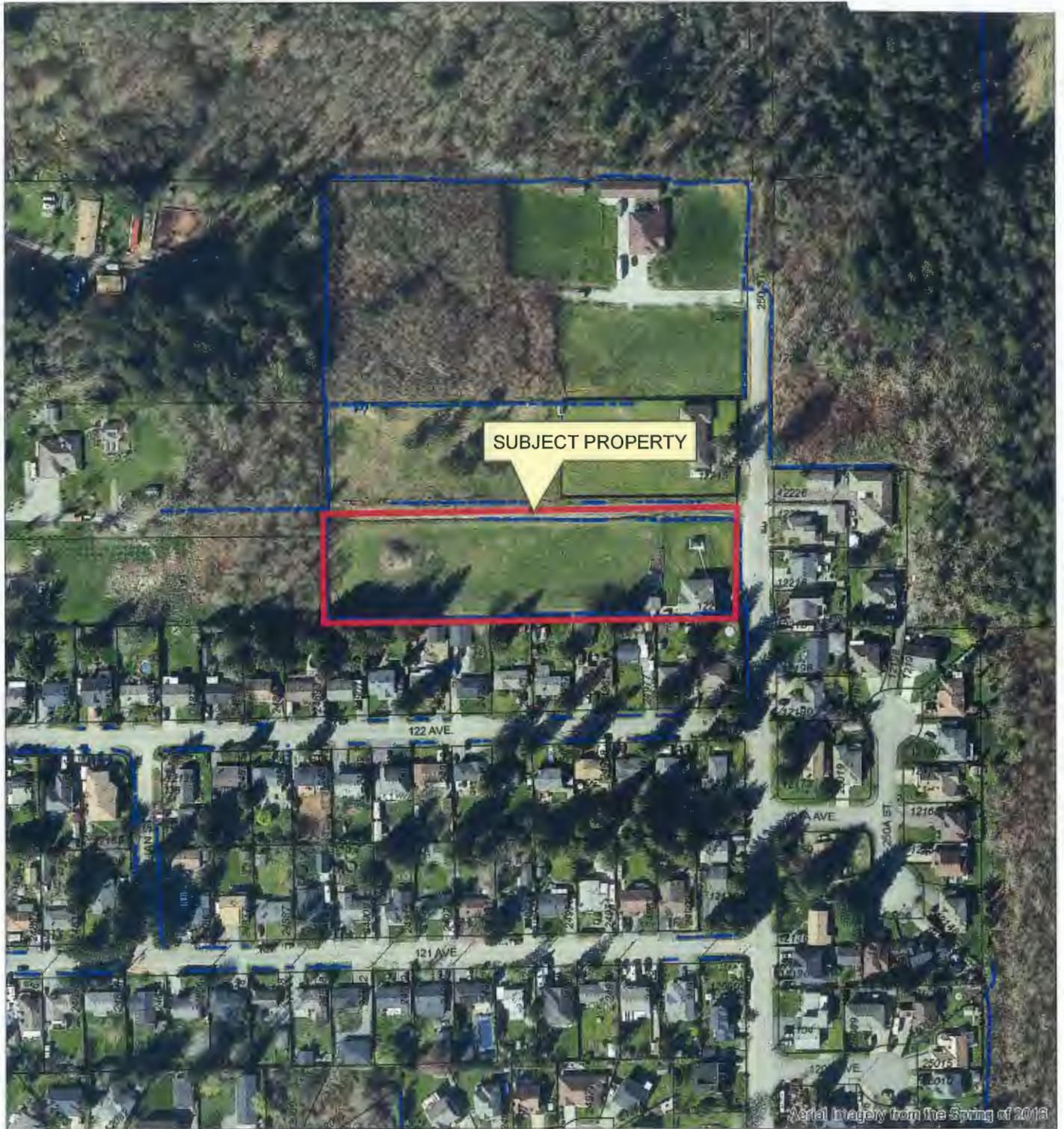
PLANNING DEPARTMENT



**mapleridge.ca**

2019-072-AL  
DATE: Jun 6, 2019

BY: DP



12225 250 STREET

PLANNING DEPARTMENT



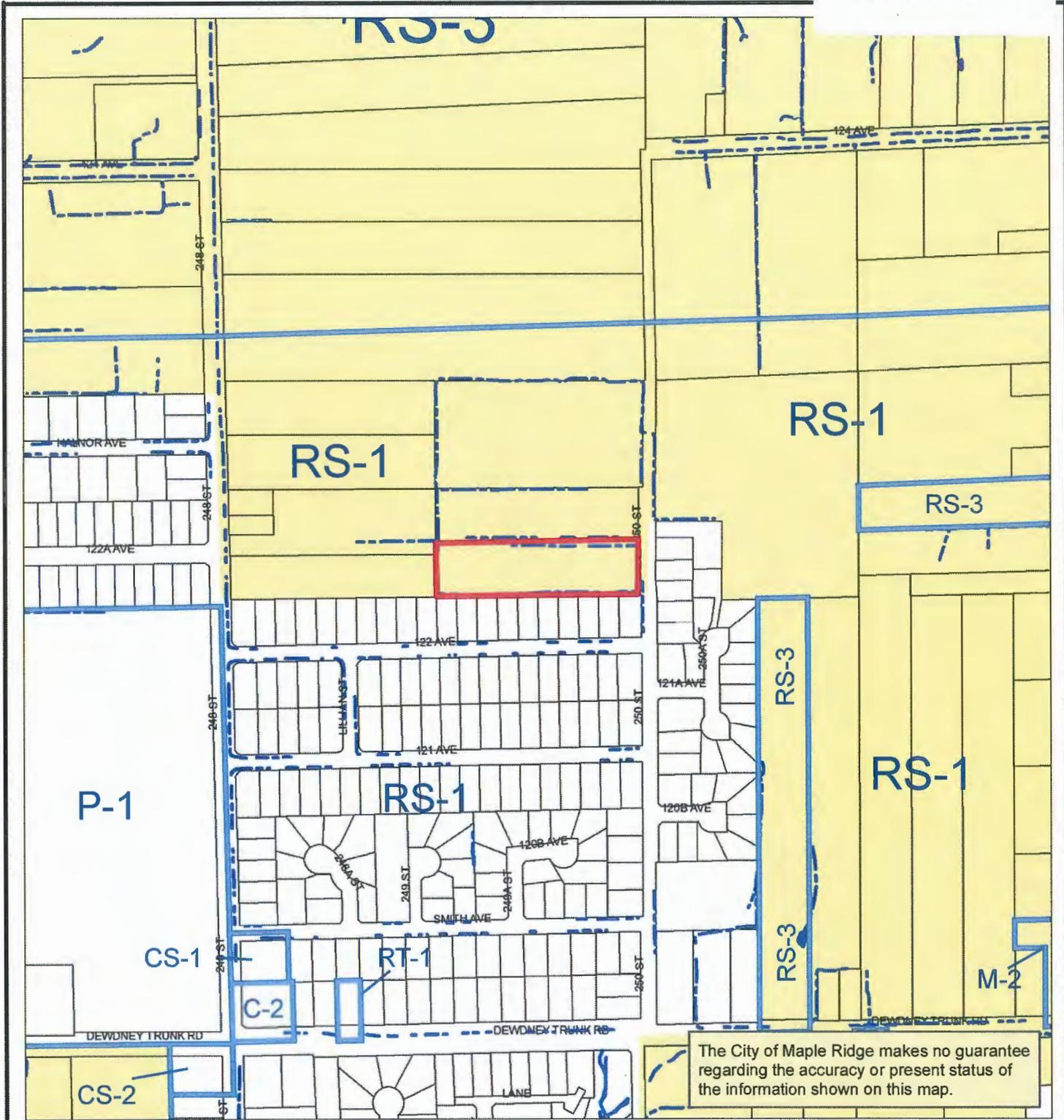
MAPLE RIDGE

British Columbia

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

FILE: 2019-072-AL  
DATE: Jun 6, 2019

BY: DP



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



Scale: 1:5,000

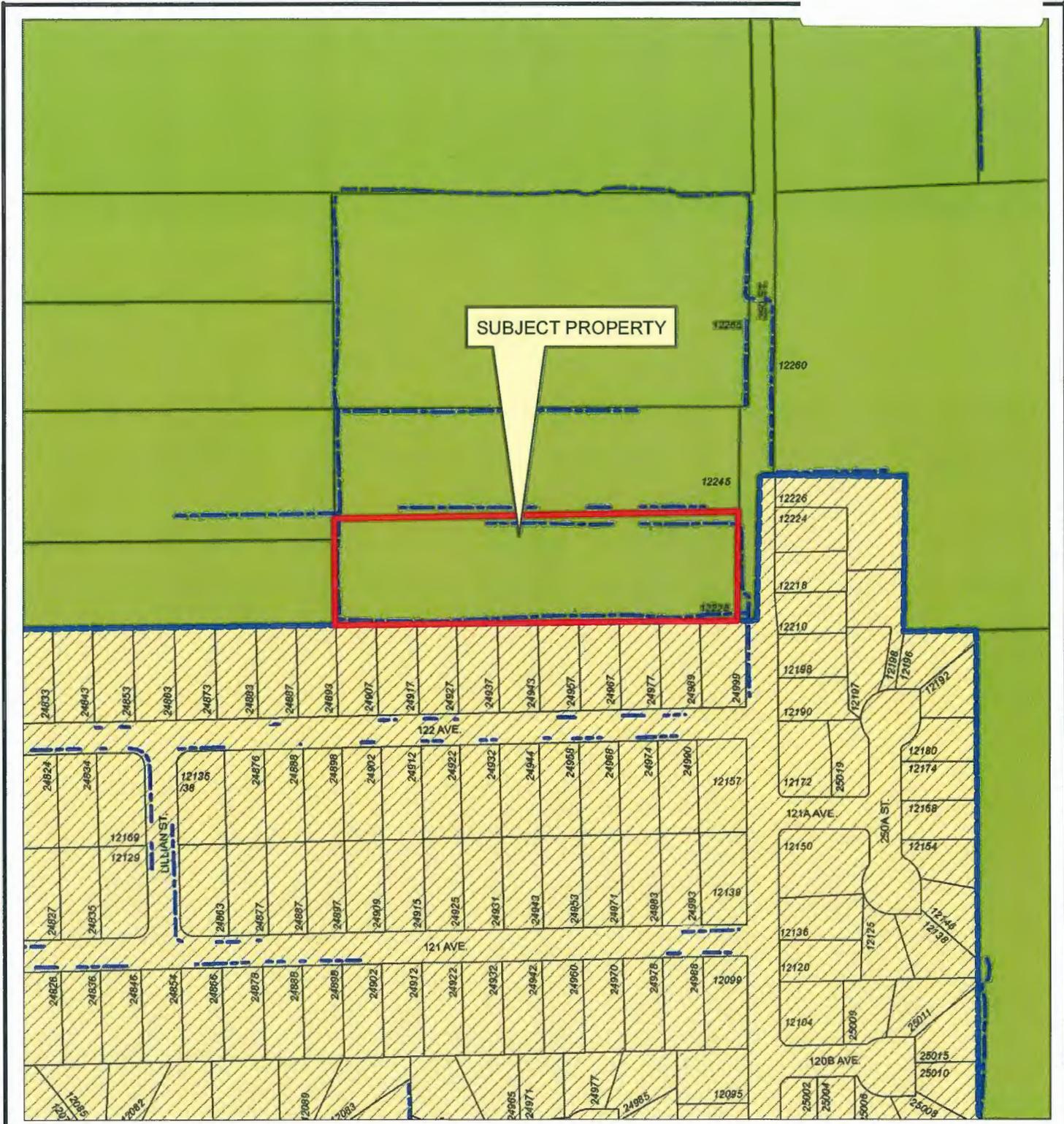


12225 250 STREET



FILE: 2019-072-AL  
DATE: Jun 6, 2019

BY: DP



SUBJECT PROPERTY



Scale: 1:2,500

**Legend**

- Agricultural
- Estate Suburban Residential

12225 250 Street

PLANNING DEPARTMENT

**mapleridge.ca**

2019-072-AL  
DATE: Jun 6, 2019

BY: DP

# Agricultural Proposal

## Introduction

My name is Andrew Pozsar, I'm the husband and agent of the applicant Eva Pozsar. I come from a farming background, in fact my farming roots go back well over a century. I grew up on a poultry farm, and my goal and dream are to be a poultry farmer again.

Eva has purchased the subject property located at 12225 – 250st Maple Ridge BC, in 2007. It's 0.9 hectare parcel. Purchased for the purpose of starting a poultry farm operation. Unfortunately farming has been impossible at this location. We've been met by extreme opposition against our proposed farming project from the community. The lack of support from all levels of government has been disappointing.

## Net Agricultural Benefits

The primary agricultural benefit of this exclusion application will be that we can finally start farming poultry and grow food locally for the local market. Upon a successful application we're going to purchase a preexisting poultry farm. Depending on the size of the farm operation the agricultural contributions will be in the tens of millions of dollars for the next 25 years. We are aware, purchasing a per-existing operation would have to be upgraded to current standards before the BC CMB (Chicken Marketing Board) would allow the transfer of the quota.

Removing the subject property from the Agricultural Land Reserve would give us an opportunity to create a new buffer and provide a clear separation between residential and agricultural land. Sadly, the current buffer has been almost completely destroyed by the City of Maple Ridge. This new buffer would restore the farmability of the surrounding ALR properties, and bring them into production. Upon successful removal from the ALR, there will be;

- a) new road.
- b) new sidewalk.
- c) agricultural warning street signs.
- d) new agricultural buffer.
- e) new fence to separate the agricultural buffer from farmland.
- f) new drainage by the agricultural buffer.
- g) special covenant on title for the new residential subdivision, to protect and promote agricultural.

i) restored farmability for the surrounding ALR properties, to bring them into production.

### **No loss to Agricultural**

Having the property removed from the ALR would not be a loss to agriculture for the following salient points;

- a) Property zoned for RS-1, single family residential not for agricultural use.
- b) Strict farming restrictions due to RS-1 zoning prevents several farming activities.
- c) Property has no history of ever being farmed in the past.
- d) No level of government supports farming on the subject property.
- e) Neighbourhood consensus vigorously oppose farming of this site.
- f) Agricultural buffer no longer exist on the residential side, to protect and promote farming.
- g) No special covenant on residential neighbouring properties.
- h) Subject property has extremely poor soil as well as insufficient drainage conditions.
- i) A very small 0.9 hectare parcel.

For these reasons, farming on this property is futile and would best serve the community and the neighbouring agricultural properties at large, if it were released from the ALR and a new agricultural buffer was created.

### **Closing**

In closing I'd like to bring your attention to the following sample of opposition response to our proposed poultry farm project. Echoing the entire neighbourhood's opinion.

1) Mr. David O'Really of 24917 - 122 st of Maple Ridge, "You have already caused a lot of pain and angst by proposing to place this into a predominantly residential neighbourhood". He also stated, "Just because you have the legal right to take an action doesn't make it right to take it". Exhibit "M", e-mail #127.

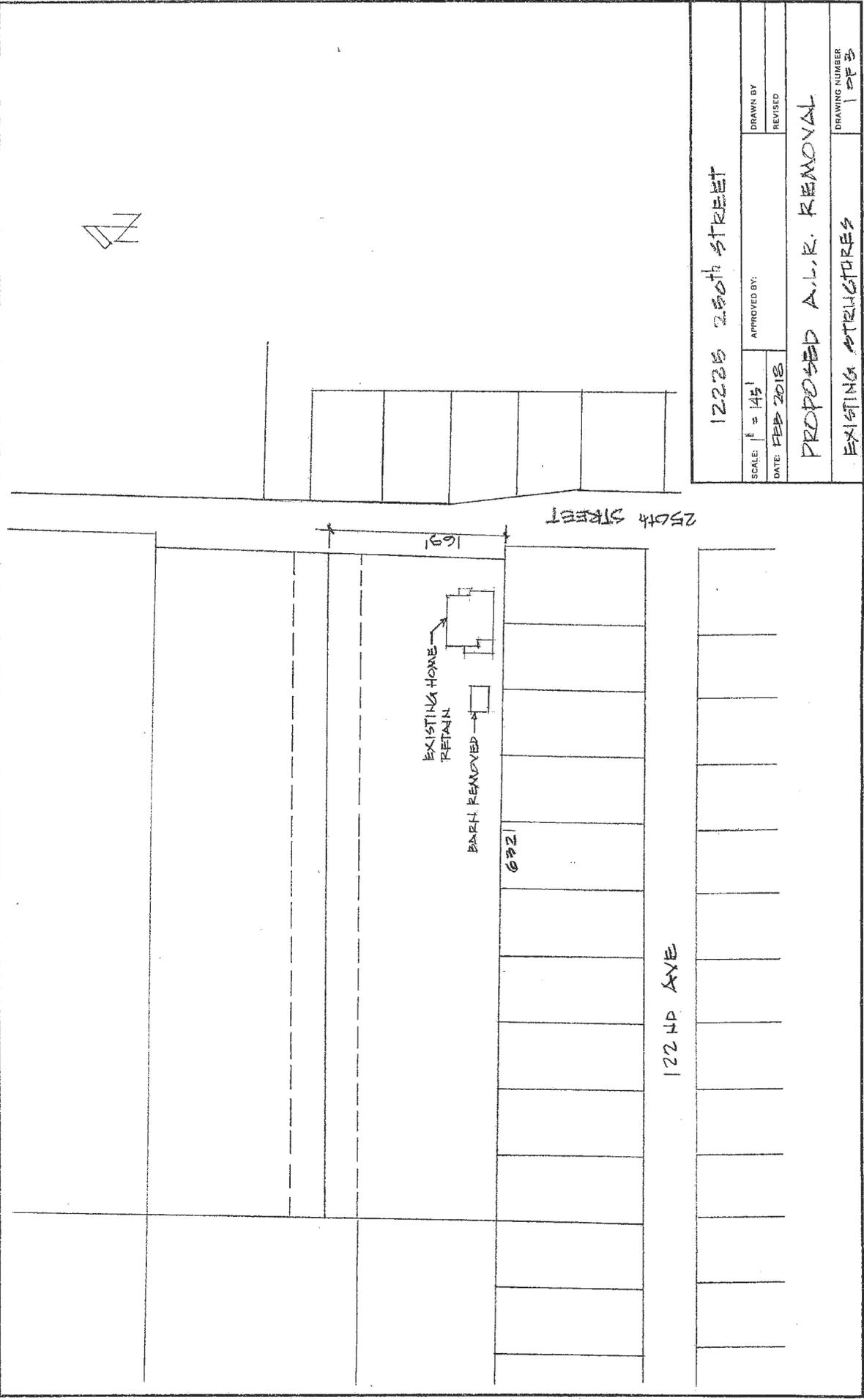
2) Jennifer Allen of 12210 - 250 st Maple Ridge writes,"You have said multiple times that you can go ahead and do this because you are ALR. Just because you can do something doesn't mean you should or that it's right". She also writes, "It is incredibly selfish on your part to disrupt this nice family community", and latter she added, "If this is your dream than why would you not buy a property in an acceptable farming area. Not a residential area". Exhibit "M", E-mail #32.

3) Nicole Jennings writes “They don’t support it they just can’t stop it”, referring to the City of Maple Ridge lack of support for the proposed poultry farm. Exhibit “M” E-mail #70.

I strongly believe that the subject property is not farmable and not capable of any agricultural production for the reasons mentioned above.

I’m asking you to please look at this proposal favourably. I truly believe your approval would be a great benefit to local agriculture. We’d be most pleased to have a chance to finally start farming poultry. Please see affidavit and corresponding exhibits as our plans and circumstances are explained in detail. Thank you.

Regards  
Andrew Pozsar



12225 25th STREET

SCALE: 1" = 145'

APPROVED BY:

DRAWN BY:

DATE: FEB 2018

REVISED

PROPOSED A.L.R. REMOVAL

EXISTING STRUCTURES

DRAWING NUMBER

1 OF 3

25th STREET

122ND AVE

EXISTING HOME  
RETAIN

PART REMOVED

6321

169'



LOT B ALR

FENCE CEDAR HEDGE AROUND COVER & SWALE

PROPOSED ROAD

1 2 3 4 5 6 7 8 9

REAR BUILDING LINE

FRONT BUILDING LINE

600'

250th STREET

122nd AVE

PROPOSED RS-1 LOTS

SCALE: 1" = 145'

APPROVED BY:

DATE: FEB 2018

DRAWN BY

REVISED

12225 250th STREET

DRAWING NUMBER  
2 of 2

**TO:** His Worship Mayor Michael Morden      **MEETING DATE:** June 18, 2019  
and Members of Council

**FROM:** Chief Administrative Officer      **MEETING:** COW

**SUBJECT:** Proposed Cannabis Retail Store at #7 – 22214 Dewdney Trunk Road

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**EXECUTIVE SUMMARY:**

On November 27, 2018, Council adopted Council policy 6.33 Cannabis Retail Store Processing and Evaluation Criteria. This policy determines how approvals for cannabis retail are to be processed at the municipal level. Preference was given to Provincial stores followed by any private store that had been approved by the Liquor and Cannabis Regulation Branch (LCRB) within the ninety day waiting period.

The LCRB forwarded to City of Maple Ridge paperwork from Venti Holdings Ltd., for a retail cannabis store known as Cannabicana to be located at #7 - 22214 Dewdney Trunk Road.

One of the considerations utilized by the LCRB in reviewing an application is a resolution from the local government. A number of regulatory criteria must be addressed in the Council resolution as well as comments pertaining to the views expressed by area residents. Council may choose to support the application, not support the application or indicate they do not wish to comment.

**RECOMMENDATION(S):**

1. That the application for a cannabis retail store by Venti Holdings Ltd., located at #7 - 22214 Dewdney Trunk Road, Maple Ridge not be supported based on the information contained in the Council report dated June 18, 2019.
2. That a copy of the resolution be forwarded to the Liquor and Cannabis Regulation Branch in accordance with the legislative requirements.

**DISCUSSION:**

**a) Background Context:**

On November 27, 2018, Council adopted Council policy 6.33 Cannabis Retail Store Processing and Evaluation Criteria. This policy determines how approvals for cannabis retail are to be processed at the municipal level. Preference was given to Provincial stores followed by any private store that had been approved by the Liquor and Cannabis Regulation Branch (LCRB) within a ninety day waiting period.

After the LCRB completed their financial integrity checks and security screenings for Venti Holdings Ltd., they forwarded the application for a retail cannabis store, known as Cannabicana, to be located at #7 - 22214 Dewdney Trunk Road to the City.

Staff reviewed this application to ensure that it met all requirements contained in the Application Review Criteria (Section 10 of Council Policy 6.33) and the criteria has not been met, specifically pertaining to compliance with the Zoning bylaw as well as a submission on community impact.

A map of the surrounding area has been included in this report as Appendix I. This proposed location is not supported as it is within one kilometer of the location of the government store and would be contrary to the zoning bylaw as well as the Council Policy 6.33. If Council were to approve this application, a zoning text amendment would have to be made.

The LCRB guidelines request a specific Council resolution commenting on the application in terms of community impacts which may occur as a result of the proposed retail cannabis store at this particular location. Part of the process requires Council to gather views of the residents who may be affected by the establishment of a cannabis retail store in their neighbourhood.

In following the public input requirement, the City mailed 1,107 letters to owners and occupants of property within 200 metres of the subject site. By the deadline, 2 responses in favour of the application were received and 12 responses opposed to the application were received from area business owners. In addition, the City received a petition which included 27 signatures from area residents and business owners as well as 28 signatures from customers and employees of area businesses opposing the application.

The Maple Ridge RCMP Detachment was asked for their input on this matter and they have not responded with any concerns.

**b) Intergovernmental Issues:**

Both local government and the provincial government have an interest in ensuring that cannabis regulations are followed and that licensed establishments listen to the needs of the community.

**c) Citizen/Customer Implications:**

The review of this application has taken into consideration the potential for concerns from surrounding properties in terms of parking, traffic and noise generation as well as the proximity of schools and similar establishments.

**d) Interdepartmental Implications:**

The Licences & Bylaws Department has coordinated in the review process and solicited input from the public, other municipal departments as well as the RCMP.

**e) Alternatives:**

Council could choose to approve the application.

**CONCLUSIONS:**

That Council pass the necessary resolution not supporting the application from Venti Holdings Ltd. based upon the staff findings set out in this report.



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



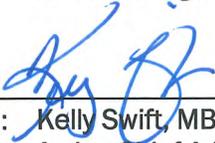
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Co-Prepared by: ~~for~~ Michelle Orsetti  
Manager, Bylaw & Licensing Services



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Approved by: Christine Carter, M.PL, MCIP, RPP  
GM Planning & Development Services



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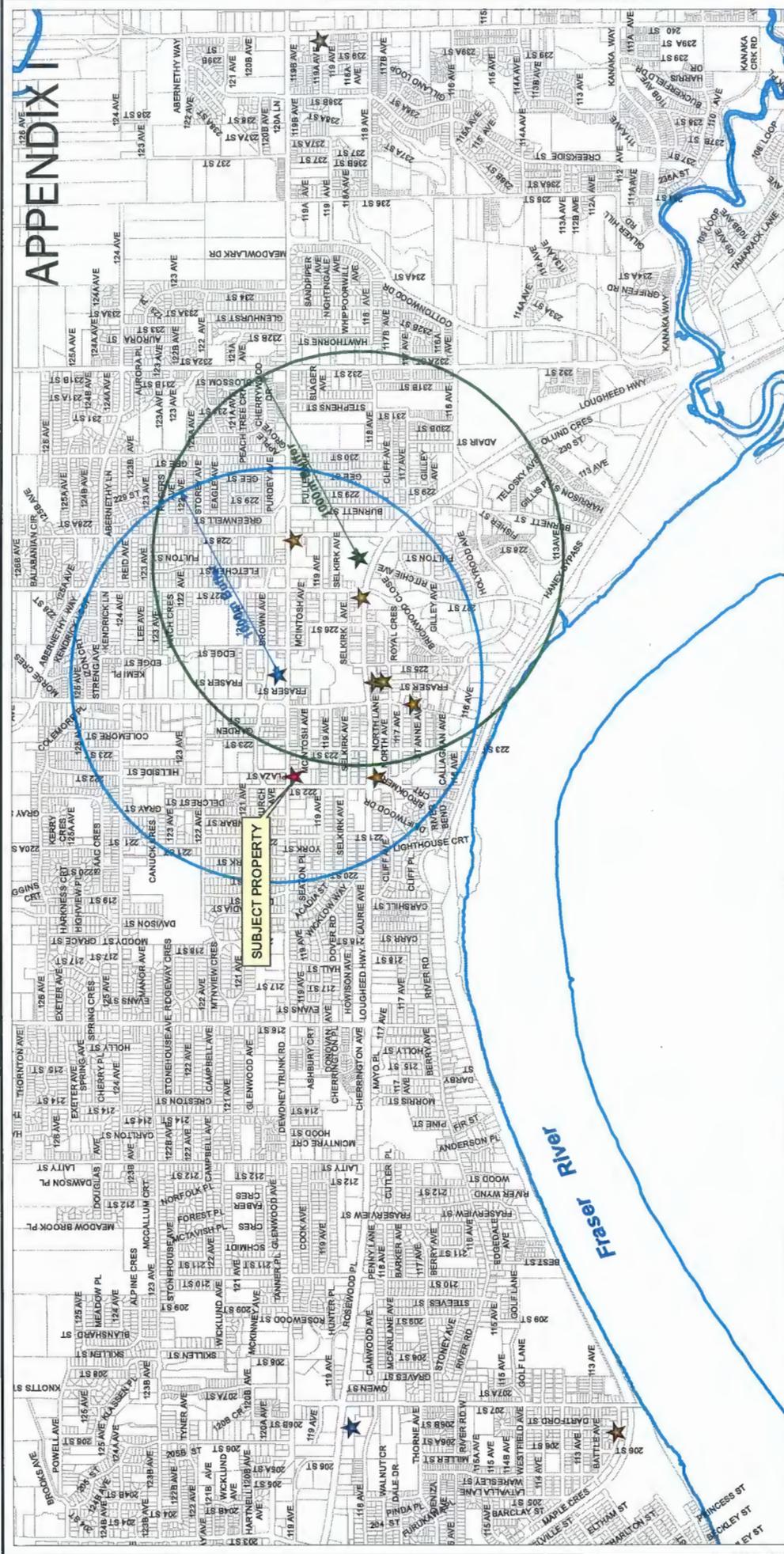
Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer

RM/jd

**Attachments:**

- Appendix I: Map of surrounding area
- Appendix II: Venti Holdings Ltd. business plan

# APPENDIX I



## Cannabis Retail Locations



FILE: CannabisLocations.mxd  
DATE: May 16, 2019

BY: DT

**Legend**

- ★ Subject Property
- ★ Government Retail
- ★ Private Retail Approved
- ★ Pending Provincial Review



**BUSINESS PLAN**

**Venti Holdings Ltd**

7-22214 Dewdney Trunk , Maple Ridge BC V2X 0E6

November 19, 2018



## **Executive Summary**

### ***The Ownership***

The company will be structured as a corporation.

### ***The Management***

Iraj Seyed Zehtab is in charge of making decisions based on regulations of LCRB and best business practices.

### ***The Goals and Objectives***

Providing Recreational Cannabis in a safe and regulated setting.

### ***The Product***

Company will be selling only Cannabis products purchased from LCRB for the recreational purposes to adults over the age of 19.

### ***The Target Market***

Adults over the age 19 in local area .

### ***Pricing Strategy***

The pricing will be competitive as per market's demand. Usually with a mark up between to %20 to 30% of the purchase price plus applicable taxes.

### ***The Competitors***

At his point there is no licensed Non-medical Cannabis store in the area .

### ***Capital Requirements***

An initial capital of \$100,00.00 has been already made available in the companies bank account with up to \$750,000.00 available as needed to establish and position the company properly .

## **Business Plan - Venti Holdings Ltd**

### **The Company**

#### *Business Sector*

The owners would like to start a business in the Non-Medical Cannabis retail sector.

#### *Company Goals and Objectives*

Providing Recreational Cannabis in a safe and regulated setting.

#### *Company Ownership Structure*

The company is structured as a corporation.

#### *Ownership Background*

Iraj seyed zehtab (shareholder):

Over 20 years experience in various retail settings.

#### *Company Management Structure*

Iraj Seyed Zehtab is in charge of making decisions based on regulations of LCRB and best business practices.

#### *Organizational Timeline*

4 months.

#### *Company Assets*

Currently company has a lease agreement for a prime location in the most vibrant commercial area in Maple Ridge.

### **The Product**

#### *The Product*

Company will be selling only Cannabis products purchased from LCRB for the recreational purposes to adults over the age of 19.

#### *Future Products*

Company is planning to have necessary infrastructures and training to provide more Cannabis products as they become available through LCRB.

### **Marketing Plan**

*The Target Market*

Adults over the age 19 in local area .

*Location Analysis*

The location is on one of the main streets of Maple Ridge in the heart of commercial strict of the city with high car and foot traffic.

*Pricing*

The pricing will be competitive as per market's demand. Usually with a mark up between to 20 to 30% of the purchase price plus applicable taxes.

*Advertising*

The advertising strategy will be in compliance with LCRB rules and all other restrictions.

**Competitor Analysis**

*The Competitors*

At his point there is no licensed Non-medical Cannabis store in the area .

**SWOT Analysis (Strengths/Weaknesses/Opportunities/Threats)**

*Strengths*

Our strength is having many years of experience in retail sector and our strong belief in providing an inviting environment for our customers who can have trust in our knowledge and professionalism .

We are firm believers in the fact that success can be achieved only by having a positive impact in the communities where we operate .

This is an highly regulated industry and we believe only companies like us who are capable to follow meticulously the rules and regulation will be successful .

*Weaknesses*

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*Opportunities*

This industry is just recently legalized. Demand for Cannabis purchased legally is growing exponentially which is why we are planning to expand our operations in more locations around BC.

*Threats*

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**Operations**

*Staffing*

Store needs one operational manager and at least 2 qualified retail sales persons.

**Capital Requirements Plan**

*Capital Requirements*

An initial capital of \$100,00.00 has been already made available in the companies bank account with up to \$750,000.00 available as needed to establish and position the company properly .



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# CANNABICANA®

Community Cannabis Stores

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APRIL 4, 2019  
VENTI HOLDINGS LTD

# **CANNABICANA®**

## **COMMUNITY CANNABIS STORES**

### **COMMUNITY IMPACT**

It is a common misconception that the presence of a cannabis dispensary in a neighborhood is bad for the community—that crime will increase, that children will have greater access to cannabis and that said dispensary will decrease the value of the neighborhood as a whole. While that can be true for many illegal dispensaries that unfortunately do fall into this category, licensed cannabis stores like *CANNABICANA*® who has made it its mission to exemplify just how positive of an impact a legal cannabis store can have on the community it operates within.

### **CANNABICANA® POSITIVE IMPACT ON REDUCING THE CRIME**

An obvious concern for individuals living near a dispensary is crime—will there be an increase when a dispensary opens? Numerous published studies suggest that an increase in crime actually occurs when there are no legally licensed cannabis stores. “Contrary to popular wisdom, these studies found an immediate increase in crime in areas that there are no licensed cannabis stores”. Why? Similar to restaurants and other retail shops, licensed cannabis stores tend to be in areas with high walkability scores. This means that there tend to be more “eyes upon the street” (i.e. more people walking around), which is a factor that is proven to deter certain types of crime—specifically property crime and car thefts. Another factor that reduces crime? All *CANNABICANA*® stores have their own security systems in order to protect their products, public and surrounding areas to deter any undesired activities inside the store and surrounding areas.

Numerous studies showed that private security can have large returns in terms of crime. When an area doesn’t have a licensed cannabis store to provide its residents safe access to cannabis, it greatly increases the chances that individuals will seek out cannabis from a drug dealer. Drug dealers certainly don’t increase the walkability score of an area or the security present there.

**By giving people a safe, legal place to access cannabis you eliminate many of the criminal elements that accompany the illegal drug trade.**

### **NO MINORS HAVE ACCESS TO *CANNABICANA*® STORES**

Many parents express concerns that a cannabis store opening in their neighborhood will give children easier access to cannabis. This couldn't be further from the truth. All *CANNABICANA*® stores require each individual to show their photo ID on every visit when they check in. In the BC you must be 19 or older to have access to a cannabis store and their products. As a result, there is no way for a child to walk into a *CANNABICANA*® store and purchase cannabis. All recommendations and IDs are verified before anyone enters the area where cannabis and cannabis products are available, so even if a child walked in and went up to the front desk they would immediately be asked to leave.

I'm going to go ahead and state the obvious here—drug dealers DEFINITELY don't check IDs. If your concern is keeping children away from cannabis, having a *CANNABICANA*® store in your neighborhood is the best way to do that because we want to keep cannabis away from children too. That's why they have rules regarding who can and cannot enter. Having a *CANNABICANA*® store in your neighborhood with its professional, knowledgeable and caring staff using educational brochures is also great tool to help you create an open dialogue with your children about cannabis and why they should stay away from it until they are of legal age.

## **CANNABICANA® POSITIVE IMPACT ON COMMUNITY**

Due to the concerns previously mentioned, many people end up worrying about the presence of a licensed cannabis store “bringing down their neighborhood” as a whole. *CANNABICANA®* stores will pay taxes to the city and the Province just like any other business, which means they are directly contributing to the overall welfare of the city in which they operate. **In addition to that *CANNABICANA®* will be donating part of its profit back into the community by donating to over 14 Non-profit and charity organizations in Maple Ridge. (see attached list).**

This will support police, fire departments, parks, libraries and the regulation of cannabis laws. Illegal dispensaries and drug dealers don’t pay taxes, they do nothing to give back to their community and they certainly aren’t members of the Chamber of Commerce in their city—which, for the record, we will be, which will allow *CANNABICANA®* to really get involved in the community. Just like any other local business, *CANNABICANA®* truly wants to see the community they operate in succeed.

Contrary to popular belief, the presence of a licensed cannabis store in any neighborhood of Maple Ridge is likely to have a positive impact on the community at large. Unlike illegal dispensaries and drug dealers, a licensed cannabis store will follow strict rules and regulations to ensure that they are secure, prevent the sale of cannabis to minors and give back to their community by paying taxes. Regulated, safe access to cannabis will always be better for a community than forcing individuals to obtain it illegally because there are no other options.

## **CANNABICANA® EMPLOYMENT**

*CANNABICANA®* stores are strongly committed to hire all their employees locally to fill its well-paying job positions.

## **WHY HAVING A *CANNABICANA*® STORE IN MAPLE RIDGE**

The supply levels of legal cannabis products are limited and in certain communities there are already shortages.

By licensing a private cannabis store like *CANNABICANA*®, in addition to Provincially owned cannabis stores, the City of Maple Ridge will provide its residents with adequate level of supplies and choices which will put an end to illegal sell of cannabis by illegal dispensaries and drug dealers.



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# CANNABICANA®

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## Community Cannabis Stores

### WHY HAVING A CANNABICANA® STORE IN MAPLE RIDGE

The supply levels of legal cannabis products are limited and in certain communities there are already shortages.

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**The ACT Arts Centre**

Bringing Arts to the Heart of the Community!  
11944 Haney Place

Maple Ridge, BC V2X 6G1

• 

• (604) 476-2787

**Alouette Addiction Services**

106-22838 Lougheed Highway  
Maple Ridge, BC V2X 2V6

• 

• (604) 467-5179

**Big Brothers Big Sisters of the Fraser Valley**

200 - 2445 West Railway St

Abbotsford, BC V2S 2E3

• 

• (604) 852-3331

**Canadian Mental Health Association (CMHA) Vancouver-Fraser Branch**

#500 - 22470 Dewdney Trunk Rd

Maple Ridge, BC V2X 5Z6

• 

• (604) 476-7165

**Cythera Transition House Society**

22318 McIntosh Ave.

Maple Ridge, BC V2X 9V1

• 

• (604) 467-9939

**Discovery Playhouse Children's Society**

12027 Harris Rd.

Pitt Meadows, BC V3Y 2B5

• 

• (604) 465-4428

**Friends In Need Food Bank**

#8 - 22726 Dewdney Trunk Road

Maple Ridge, BC V2X 9V1

• 

• (604) 466-3663

**Heart and Stroke Foundation of Canada**

#310-2540 Shaughnessy Street  
Port Coquitlam, BC V3C 3W4



• (604) 342-8070

**KidSport Maple Ridge/Pitt Meadows**



11925 Haney Pl

Maple Ridge, BC V2X 6G2



• (604) 767-5913

**Maple Ridge Community Foundation**

Maple Ridge, BC V2X 8K9

• (604) 466-3312

**Maple Ridge Pitt Meadows Agricultural Association**

23448 105 Ave

Maple Ridge, BC V2X 8K9



• (604) 463-6922

**Maple Ridge Pitt Meadows Community Services**



22718 Lougheed Hwy

Maple Ridge, BC V2X 2V6



• (604) 467-6911

**Meadow Montessori School**

11391 Dartford Street

Maple Ridge, BC V2X 1V6



• (604) 465-3492

**North Fraser Therapeutic Riding Association**

13345 Park Lane

Maple Ridge, BC V4R 2T1



• (604) 462-7786

**posAbilities of British Columbia**

22334 Selkirk Street

Maple Ridge, BC V2X 2X5

• 

• (604) 291-1902

**Professional Live Arts for Youth**

#39 22411 124th Ave

Maple Ridge, BC V2X 0H5

• 

• (604) 612-2071

**Ridge Meadows Association for Community Living (RMACL)**

11641 224th Street

Maple Ridge, BC V2X 6A1

• 

• (604) 467-8700

**Ridge Meadows Home Show**

# 4 - 22374 Lougheed Highway

Maple Ridge, BC V2X 3G5

• 

• (604) 467-3950

**Ridge Meadows Hospice Society**

22320 119 Avenue #102

Maple Ridge, BC V2X 2Z3

• 

• (604) 463-7722

**Ridge Meadows Seniors Society**

12150 - 224th Street

Maple Ridge, BC V2X 3N8

• 

• (604) 477-9985

**Royal Canadian Legion #88 Maple Ridge**

12101 - 224th Street

Maple Ridge, BC V2X 6B7

• 

• (604) 463-5101

**Salvation Army Ridge Meadows Ministries**

22188 Lougheed Hwy

Maple Ridge, BC V2X 2S8

• [MAP](#)

• (604) 463-8296

**The Family Education & Support Center**

22554 Lougheed Highway

Maple Ridge, BC V2X 2V1

• [MAP](#)

• (604) 4



mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: June 18, 2019
FILE NO: 2019-164-RZ
MEETING: C o W
SUBJECT: First Reading
Zone Amending Bylaw No. 7552-2019;
11678 Burnett Street

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to support a 8 unit market rental residential townhouse development. To proceed further with this application additional information is required as outlined below.

This application is in compliance with the Official Community Plan.

Pursuant to Council Policy, this application is exempt to the Community Amenity Contribution Program at a rate of \$4,100.00 per townhouse dwelling unit, as the applicant is proposing market rental units that will be secured through a Housing Agreement and a Section 219 covenant that the units will be market rental in perpetuity.

The applicant has advised that additional density beyond the permitted FSR of 0.6 under the RM-1 (Townhouse Residential) zone may be sought which would require a site specific text amendment to the zone and Council may want to consider the density bonus policy in the OCP.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7552-2019 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant: Kevin Urbas
Legal Description: Lot 2, Section 17, Township 12, New Westminister District, Plan 12588
OCP: Existing: Urban Residential, Proposed: Urban Residential
Zoning: Existing: RS-1 (One Family Urban Residential), Proposed: RM-1 (Townhouse Residential)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
South:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Urban Residential
East:	Use:	Single Family Residential
	Zone:	RS-1 (One Family Residential)
	Designation:	Urban Residential
West:	Use:	Apartment
	Zone:	C-3 (Town Centre Commercial)
	Designation:	Apartment-Low Rise and Conservation

Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Townhouse
Site Area:	0.133 HA. (0.32 acres)
Access:	Lougheed Highway
Servicing requirement:	Urban Standard

**b) Site Characteristics:**

The subject property is located between Lougheed Highway to the west and 229 Street to the east and south of 117 Avenue just outside of the Town Centre Area. The current use of the subject property is single family residential. The property slopes gradually from the north east to the south west.

**c) Project Description:**

The applicant is proposing to rezone 11678 Burnett Street from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to support a stacked residential townhouse development. The proposed development will consist of 1, 2 and 3 bedroom units. With the ground floor consisting of 1 and 2 bedroom units and the 3 bedroom 2-storey units stacked above. A total of 8 units are proposed with 12 surface parking stalls. The allowable FSR for the RM-1 (Townhouse Residential) zone is 0.6 and the proposal is 0.66. Further, discussion will be required with respect to the proposed increase in the FSR.

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

**d) Planning Analysis:**

**Official Community Plan:**

The OCP designates the subject property as *Urban Residential – Major Corridor*, and is subject to the *Major Corridor Residential* infill policies. The *Major Corridor Residential* policies identify various types of housing forms, including: single detached dwellings, duplexes, triplexes, fourplexes, townhouses, apartments, and small lot intensive residential developments. These policies require

that development be compatible with the surrounding neighbourhood, with particular attention given to site design, setbacks, and lot configuration with the existing pattern of development in the area. The OCP encourages growth within the Urban Area Boundary (UAB) through infill developments, by promoting a mix of housing types and tenures (Policy 3-1). The proposed rezoning of the subject property to RM-1 (Townhouse Residential) zone aligns with the *Major Corridor Residential* infill policies.

Policy 3-20 b) states: *a maximum height of two and one-half storey with an emphasis on ground oriented units for all developments except for apartments.* However, other OCP policies provide support for the increase in height noting density bonus and the provision of rental housing or a cash-in-lieu contribution are mechanisms for achieving additional density and height. On July 17, 2018 Council reviewed a draft framework of density bonus regulations. As a result of the discussion, Council directed staff to begin preparing bylaw amendments to incorporate the density bonus framework into the New Zoning Bylaw.

Council gave first reading to Bylaw 7418-2018 (2018-180-RZ) at the Council meeting held on May 28, 2019 to allow this application to proceed in which the applicant requested an increase in density similar to this application based on a density bonus as outlined below.

- 10% of the gross floor area being rental units, with rents at minimum 10% below CMHC average market rents for the Ridge-Meadows area; OR
- A cash in-lieu contribution.

Council on the June 4, 2019 Council Workshop clarified that Council preferred that cash-in-lieu option to creating affordable rental and special needs housing to the option of the developer providing 10% of the net floor are of the development to rental units. The applicant has indicated that a cash-in lieu is also the preferred option. The details of the cash-in-lieu option will form part of the second reading report

Council Policy No. 6.31 Community Amenity Contribution Program, applies city-wide, with a CAC contribution of \$4,100 per townhouse. The CAC program provides an exception to the creation of rental housing units that are secured through a Housing Agreement as established in Section 483 of the *Local Government Act* with an associated covenant under Section 219 of the *Land Title Act*. The applicant is proposing that the project will be market rental, secured through a Housing Agreement stating that the units will be market rental in perpetuity. At the June 4, 2019 Council Workshop meeting Council directed staff to bring back further information on how neighbouring municipalities were dealing with CAC rates.

The following OCP policies would also apply to this rezoning application:

**3-30** *Maple Ridge will consider density bonus as a means of encouraging the provision of affordable, rental and special needs housing, and amenities.*

**3-31** *Maple Ridge supports the provision of rental accommodation and encourages the construction of rental units that vary in size and number of bedrooms.*

**3-32** *Maple Ridge supports the provision of affordable, rental and special needs housing throughout the District.*

**3-33** *Maple Ridge will encourage housing that incorporates “age-in-place” concepts and senior housing designed to accommodate special needs.*

### **Housing Action Plan:**

Maple Ridge's vision and commitment towards housing is encompassed in this statement contained in the Maple Ridge Housing Action Plan (MRHAP):

*"Access to safe, affordable, and appropriate housing that meets the diverse and changing needs of the community is a priority."*

The current application will provide approximately 8 new rental residential townhouse units directly adjacent to the Town Centre, and as mentioned above, the development will offers a diverse mix of one, two and three bedroom units.

### **Zoning Bylaw:**

The current application proposes to rezone the property located at 11678 Burnett Street from RS-1 (One Family Urban Residential) to RM-1 (Townhouse Residential) to permit an 8 unit residential townhouse development. In order to facilitate any increase to the permitted FSR of 0.6 a site specific text amendment to the RM-1 (Townhouse Residential) zone would be required. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

### **Development Permits:**

Pursuant to Section 8.7 of the OCP, a Multi-Family Development Permit application is required to ensure the current proposal enhances existing neighbourhoods with compatible housing styles that meet diverse needs, and minimize potential conflicts with neighbouring land uses.

### **Advisory Design Panel:**

A Multi-Family Development Permit is required and must be reviewed by the Advisory Design Panel prior to Second Reading.

### **Development Information Meeting:**

A Development Information Meeting is required for this application. Prior to Second Reading the applicant is required to host a Development Information Meeting in accordance with Council Policy 6.20.

### **e) Interdepartmental Implications:**

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

- a) Engineering Department;
- b) Operations Department;
- c) Fire Department;
- d) Building Department;
- e) Parks Department;
- f) School District;
- g) Utility companies;
- h) Ministry of Transportation and Infrastructure; and
- i) Canada Post.

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

This application has not been forwarded to the Engineering Department for comments at this time; therefore, an evaluation of servicing requirements has not been undertaken. We anticipate that this evaluation will take place between First and Second Reading.

**f) Development Applications:**

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

1. A complete Rezoning Application (Schedule C);
2. A Multi-Family Residential Development Permit Application (Schedule D); and
3. A Development Variance Permit (Schedule E);

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

**CONCLUSION:**

The development proposal is in compliance with the OCP, noting there is policy support for density bonusing and the provision for a cash-in-lieu option. Compatibility of this project's design, proposed height, setbacks and density bonus details will be determined prior to second reading. Therefore, it is recommended that Council grant first Reading subject to additional information being provided and assessed prior to Second Reading.

"Original signed by Wendy Cooper"

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*Prepared by:* **Wendy Cooper, MCIP, RPP  
Planner**

"Original signed by Chuck Goddard"

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*Reviewed by:* **Charles R. Goddard, BA, MA  
Director of Planning**

"Original signed by Christine Carter"

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*Approved by:* **Christine Carter, M.PL, MCIP, RPP  
GM Planning & Development Services**

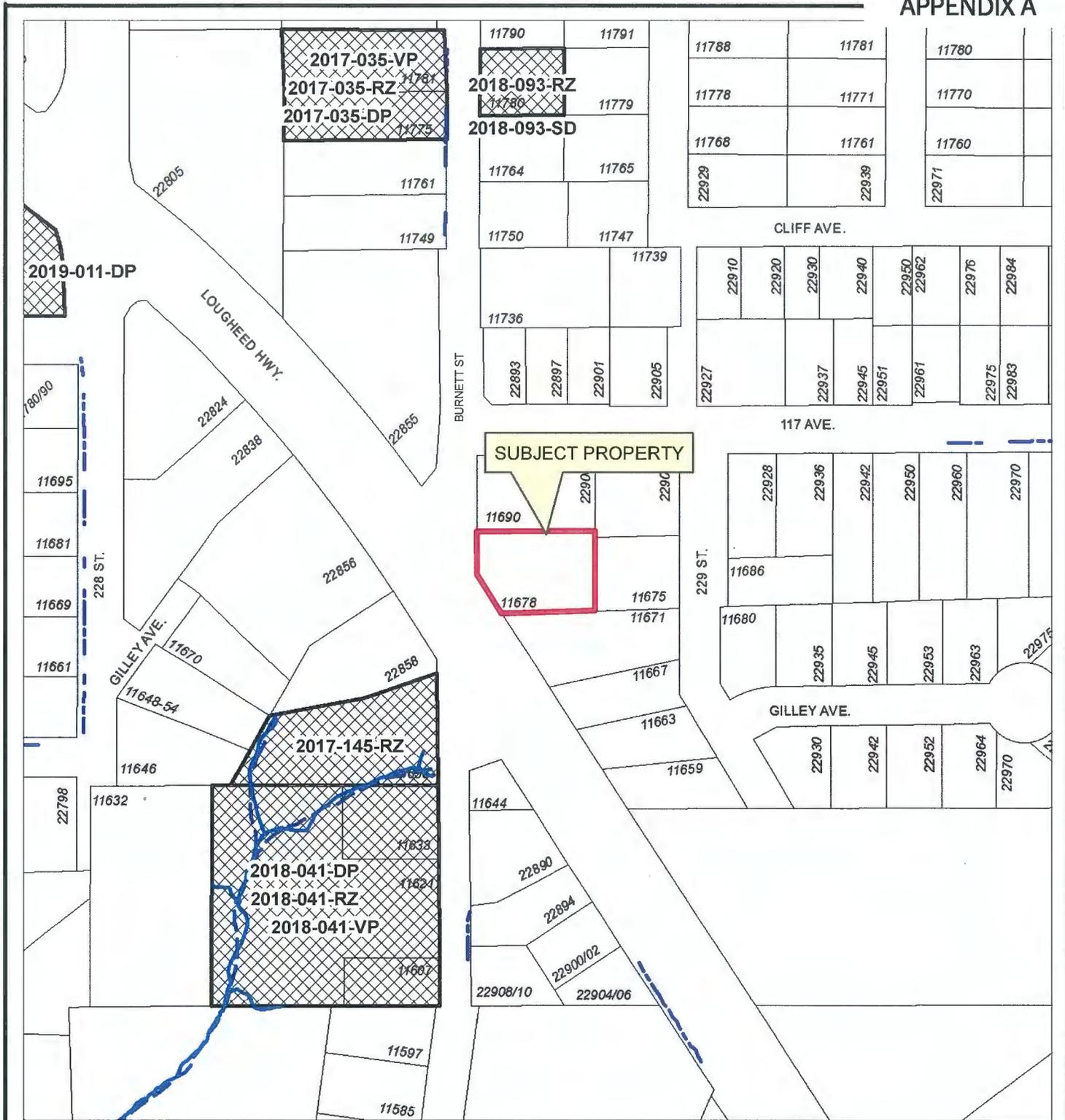
"Original signed by Kelly Swift"

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

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7552-2019
- Appendix D – Proposed Site Plan



SUBJECT PROPERTY



Scale: 1:2,000

**Legend**

 Active Applications (RZ/SD/DP/VP)

11678 BURNETT STREET  
P.I.D. 009-722-092

PLANNING DEPARTMENT



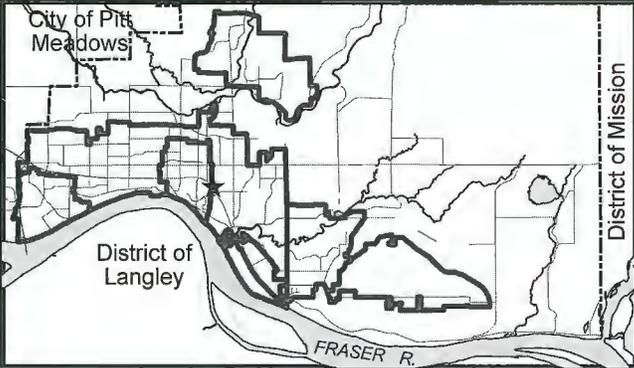
[mapleridge.ca](http://mapleridge.ca)

FILE: 2019-164-RZ  
DATE: May 9, 2019

BY: PC



Scale: 1:2,000



11678 BURNETT STREET  
P.I.D. 009-722-092

PLANNING DEPARTMENT



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

FILE: 2019-164-RZ  
DATE: May 9, 2019

BY: PC



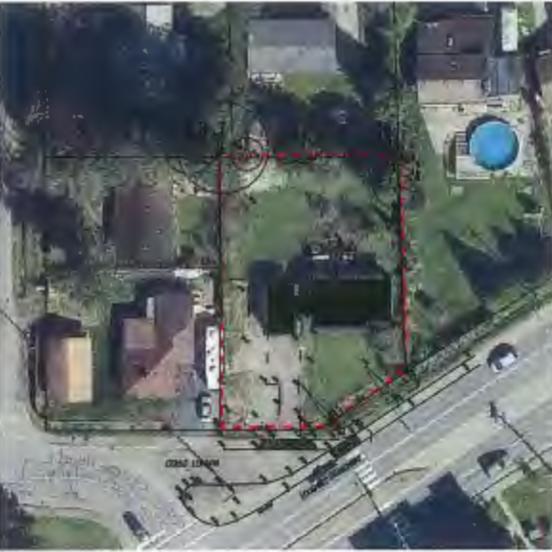


# MAPLE RIDGE ZONE AMENDING

Bylaw No. 7552-2019  
 Map No. 1798  
 From: RS-1 (One Family Urban Residential)  
 To: RM-1 (Townhouse Residential)



**ABOVE GRADE CONSULTING**  
 DESIGN AND DEVELOPMENT SOLUTIONS  
 778-240-0909  
 1178 BURNETT ST  
 KEN MACRAE  
 8 UNIT MULTI-FAMILY TOWNHOMES  
 PROJECT: 1178 BURNETT ST  
 DRAWN BY: KJU  
 DESIGNED BY: KJU  
 SCALE: AS NOTED  
 DATE: 07 MAY 2019  
 DRAWING NO: 1 OF 4  
 E-FILE NAME:

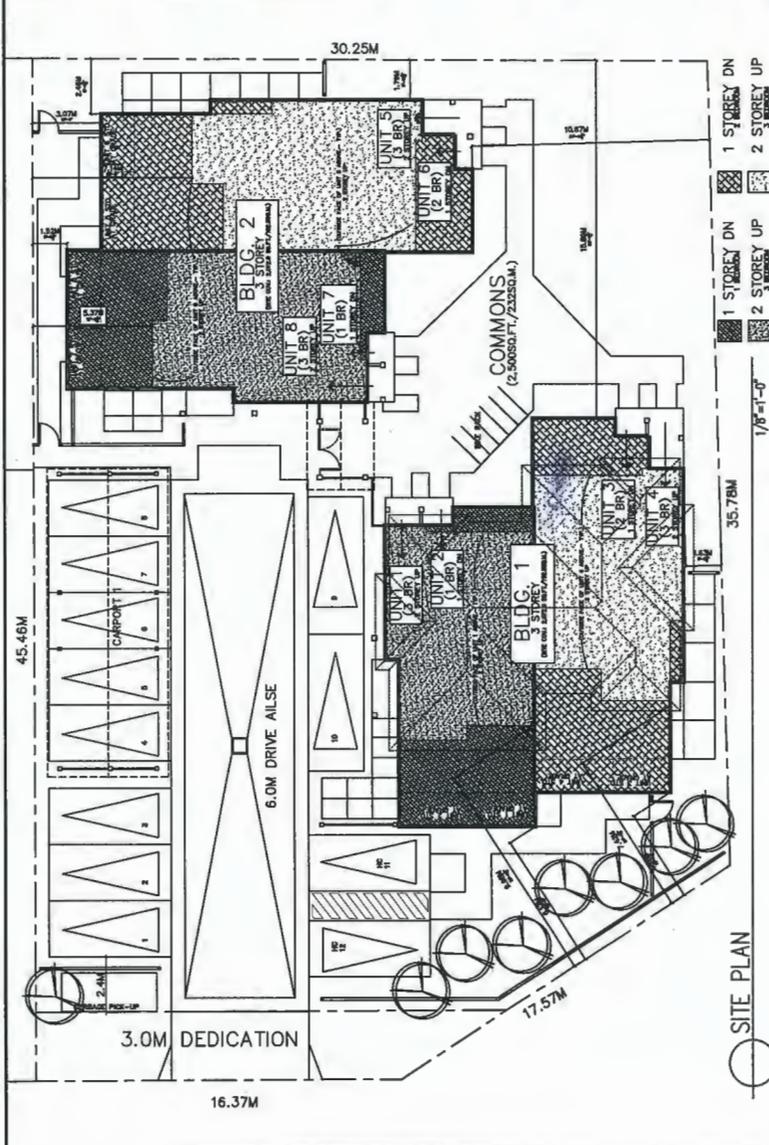


**SITE SURVEY**  
 1"=30'-0"

**PROPOSED ZONING: RMT**

UNIT 1: 11.0M HEIGHT (3 STOREY)  
 UNIT 2: 11.0M HEIGHT (3 STOREY)  
 UNIT 3: 11.0M HEIGHT (3 STOREY)  
 UNIT 4: 11.0M HEIGHT (3 STOREY)  
 UNIT 5: 11.0M HEIGHT (3 STOREY)  
 UNIT 6: 11.0M HEIGHT (3 STOREY)  
 UNIT 7: 11.0M HEIGHT (3 STOREY)  
 UNIT 8: 11.0M HEIGHT (3 STOREY)

UNIT	FLOOR	AREA (SQM)	AREA (SQFT)	TYPE
UNIT 1	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL
UNIT 2	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL
UNIT 3	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL
UNIT 4	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL
UNIT 5	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL
UNIT 6	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL
UNIT 7	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL
UNIT 8	1st	110.0	1188.0	RESIDENTIAL
	2nd	110.0	1188.0	RESIDENTIAL
	3rd	110.0	1188.0	RESIDENTIAL



**SITE PLAN**  
 1/8"=1'-0"



**CONTEXT PLAN**  
 1"=30'-0"

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** **Second Reading**  
**Zone Amending Bylaw No. 7516-2018**  
**21759 River Road**

**MEETING DATE:** June 18, 2019  
**FILE NO:** 2018-444-RZ  
**MEETING:** CoW

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**EXECUTIVE SUMMARY:**

An application has been received to rezone the subject property, located at 21759 River Road, from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban (Medium Density) Residential), to permit a future subdivision of approximately two lots. Council granted first reading to Zone Amending Bylaw No. 7516-2018 on December 11, 2018.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution (CAC) Program, and will be requested to pay \$5,100.00 for the additional lot, as the original lot is exempt when a subdivision is proposing fewer than three lots.

**RECOMMENDATIONS:**

- 1) That Zone Amending Bylaw No. 7516-2018 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
  - i) Approval from the Ministry of Transportation and Infrastructure;
  - ii) Road dedication on River Road as required;
  - iii) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
  - iv) Registration of a Restrictive Covenant for Stormwater Management;
  - v) Removal of existing buildings;
  - vi) 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; and
  - vii) That a voluntary contribution, in the amount of \$5,100.00 be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

## DISCUSSION:

### 1) Background Context:

Applicant:	Pivotal Development Consultants Ltd.
Legal Description:	Lot 88 District Lot 247 Group 1 New Westminster District Plan 32510
OCP:	
Existing:	Urban Residential
Proposed:	Urban Residential
Zoning:	
Existing:	RS-1 (One Family Urban Residential)
Proposed:	RS-1b (One Family Urban (Medium Density) Residential)
Surrounding Uses:	
North:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
South:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
East:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) Designation: Urban Residential
West:	Use: Single Family Residential Zone: RS-1 (One Family Urban Residential) (under application 2018-349-RZ to rezone to RS-1b) Designation: Urban Residential
Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Single Family Residential
Site Area:	0.13 ha (0.32 acres)
Access:	River Road
Servicing requirement:	Urban Standard

### 2) Project Description:

The subject property is approximately 0.13 ha (0.32 acres) in area, is generally flat and has trees located within the front yard and western property boundary. The majority of the subject property is located within the 100m Fraser River Escarpment area. The property is surrounded by single family residential lots to the west, north and east, with River Road located to the south (see Appendices A and B).

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban (Medium Density) Residential) (see Appendix C), to permit future subdivision into two lots, not less than 557m<sup>2</sup> (5,996 ft<sup>2</sup>) (see Appendix D). The proposed lot sizes of 595m<sup>2</sup> (6,405 ft<sup>2</sup>) and 613 m<sup>2</sup> (6,598 ft<sup>2</sup>) will ensure compatibility with the surrounding neighbourhood that meets the minimum area requirements of the RS-1b (One Family Urban (Medium Density) Residential) zone. The existing structures on the property will be demolished as a condition of rezoning. Access for each lot will be provided from River Road.

### 3) Planning Analysis:

#### i) Official Community Plan:

The subject property is located in West Maple Ridge, and is currently designated *Urban Residential* in the Official Community Plan (OCP). This designation permits a range of housing types within the Urban Area Boundary, where infill and densification may be possible based on compatibility and locational criteria on properties which can be fully serviced to municipal standards.

The *Urban Residential* designation consists of two residential categories: *Neighbourhood Residential*, and *Major Corridor Residential*. The subject property is considered a *Major Corridor Residential* property, which allows for building forms such as: single family, duplex, triplex, fourplex, courtyard, townhouse and apartment, subject to satisfying compatibility criteria in the OCP. These compatibility criteria include respecting and reinforcing the physical patterns and characteristics of its established neighbourhood.

The subject property is located within the Fraser River Escarpment Area. Council policies 6.23 and 6.24 have been established relating to building construction within the area bounded by 207 Street to the West, 124 Avenue to the North, 224 Street to the East and the top of crest of the Fraser River Escarpment along the South. When a property is located within the Fraser River Escarpment area, additional construction, engineering and covenants may apply, depending on the property's location within the escarpment. The purpose of these policies is to set out conditions under which subdivision of, or building on land can be considered within the escarpment area without compromising the stability of the escarpment, and to have control of surficial and groundwater discharge in the area. As part of rezoning, connections to the existing storm sewer will be required.

On December 12, 2017 Council amended the city-wide Community Amenity Contribution (CAC) Program policy, which permits amenity contributions for residential development throughout Maple Ridge, including the provision of affordable and special needs housing in a financially sustainable manner. Each CAC will be based on a contribution rate of \$5,100 per single family lot created. For single family residential subdivisions proposing fewer than three lots, only the original lot is exempt, after which the CAC program applies to each additional lot.

#### ii) Zoning Bylaw:

The current application proposes to rezone the subject property from RS-1 (One Family Urban Residential) to RS-1b (One Family Urban (Medium Density) Residential) to permit future subdivision into two lots. The minimum lot size for the current zone is 668m<sup>2</sup> (7,191 ft<sup>2</sup>) and the minimum lot width is 18m (59 ft.). The minimum lot size for the proposed RS-1b (One Family Urban (Medium Density) Residential) zone is 557m<sup>2</sup> (5,996 ft<sup>2</sup>) with a minimum lot width of 15m (49 ft.). The applicant is proposing two lots that are slightly under the 15m (49 ft.) width requirement; therefore, a Development Variance Permit application is required to vary the width.

#### iii) Proposed Variances:

A Development Variance Permit application has been received for this project and involves the following variance:

- To reduce the lot width from 15m (49 ft.) to 13.6m (45 ft.).

The requested variance to the RS-1b (One Family Urban (Medium Density) Residential) zone will be the subject of a future Council report.

#### iv) Advisory Design Panel:

This application does not need to be reviewed by the Advisory Design Panel because a Form and Character Development Permit is not required.

v) **Development Information Meeting:**

A Development Information Meeting is not required for this application, as there are fewer than five dwelling units being proposed.

4) **Traffic Impact:**

As the subject property is located within 800m of the Lougheed Highway, a referral has been sent to the Ministry of Transportation and Infrastructure. Ministry approval of the Zone Amending Bylaw will be required as a condition of final reading. At this time, the Ministry has granted preliminary approval of the development application.

5) **Interdepartmental Implications:**

i) **Engineering Department:**

Approximately 3m (9.8 ft.) of road dedication is required on River Road as a condition of rezoning. All other deficient services will be provided through a subdivision servicing agreement at the time of subdivision.

ii) **License, Permits and Bylaws Department:**

All groundwater, landscaping, surface and building drainage must be connected to the Municipal storm drainage system for properties within the Fraser River Escarpment boundaries.

**CONCLUSION:**

It is recommended that second reading be given to Zone Amending Bylaw No. 7516-2018, and that application 2018-444-RZ be forwarded to Public Hearing.

"Original signed by Adam Rieu"

---

*Prepared by:* **Adam Rieu**  
**Senior Planning Technician**

"Original signed by Chuck Goddard"

---

*Reviewed by:* **Charles R. Goddard, BA, MA**  
**Director of Planning**

"Original signed by Christine Carter"

---

*Approved by:* **Christine Carter, M.PL, MCIP, RPP**  
**GM Planning and Development**

"Original signed by Kelly Swift"

---

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

The following appendices are attached hereto:

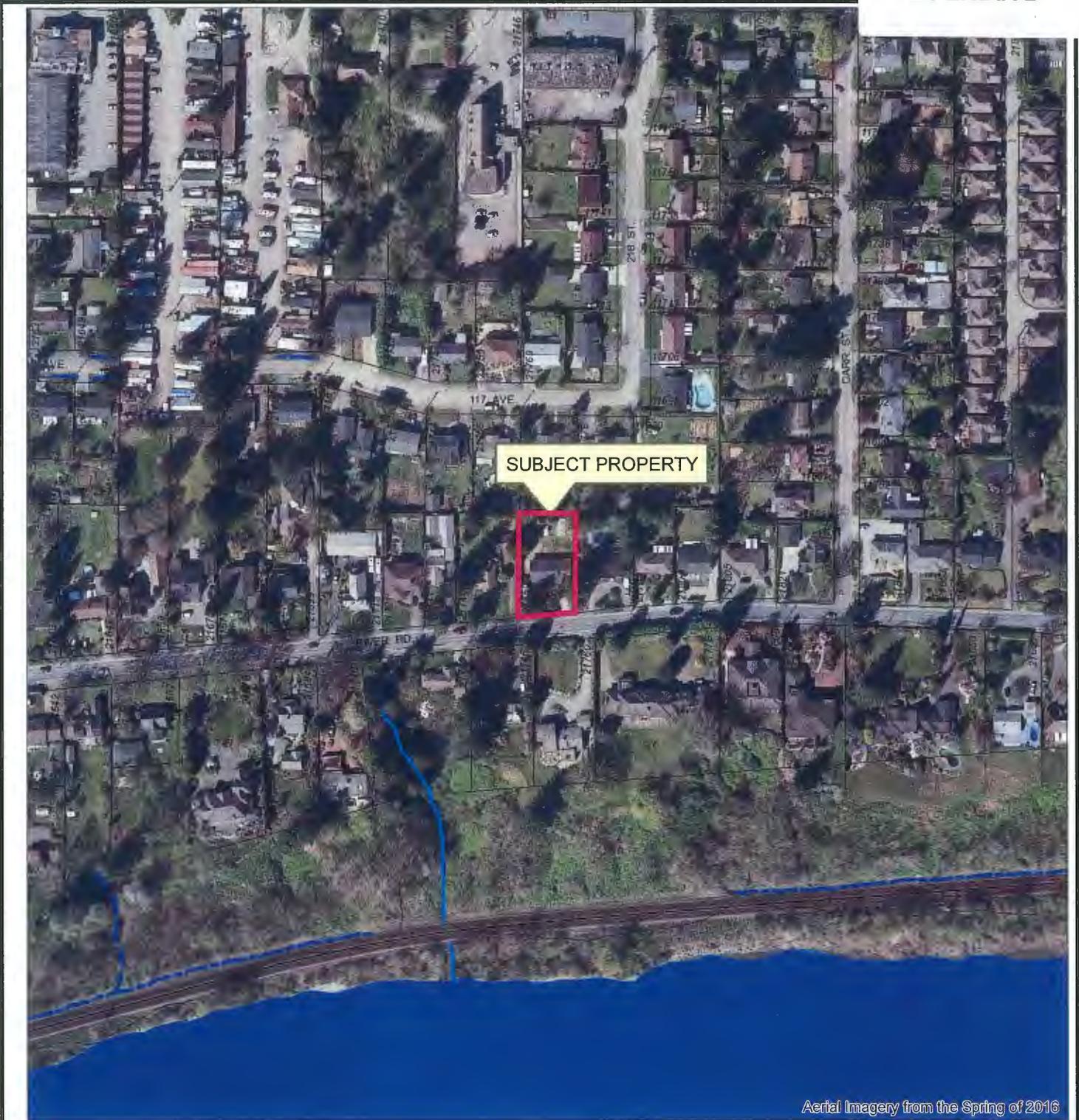
Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7516-2018

Appendix D – Proposed Subdivision Plan

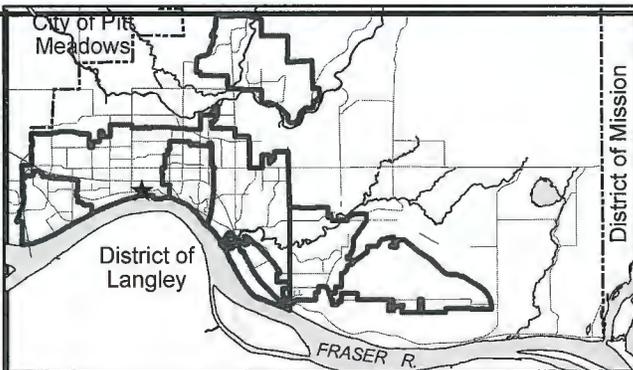




Aerial Imagery from the Spring of 2016



Scale: 1:2,500



21759 RIVER RD

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-444-RZ  
DATE: Oct 29, 2018

BY: RA





SUBDIVISION PLAN OF LOT 88 DISTRICT LOT 247 GROUP 1  
 NEW WESTMINSTER DISTRICT PLAN 32510

BC65 92G.027



The intended plot size of this plan is 350 mm in width by 432 mm in height (2:302) when plotted at a scale of 1:500.

Integrated Survey Area No. 36, Maple Ridge, NAD83 (CSRS), 4.0.0.BC.1.GVRD

Grid bearings are derived from observations between geodetic control monuments 0212449 and BSH0765.

The UTM coordinates and estimated horizontal positional accuracy achieved are derived from the MAS027 published coordinates and standard deviations for geodetic control monuments 0212449 and BSH0765.

This plan shows horizontal ground-level distances unless otherwise specified. To compute grid and multiply ground-level distances by the average scale factor of 0.9996068 which has been derived from geodetic control monument 0212449.

LEGEND:

All Distances Are in Metres And Decimals Thereof

- ⊙ Central Monument Found
- Standard Iron Post Found
- Standard Aluminum Post Found
- Standard Iron Post Set



Datum: NAD83 (CSRS) 4.0.0.BC.1.GVRD, UTM Zone 10  
 UTM Northing: 5451636.701  
 UTM Easting: 527485.734  
 Point combined factor: 0.9996068  
 Estimated horizontal positional accuracy: ±0.014 m

Datum: NAD83 (CSRS) 4.0.0.BC.1.GVRD, UTM Zone 10  
 UTM Northing: 5451324.808  
 UTM Easting: 527485.734  
 Point combined factor: 0.9996068  
 Estimated horizontal positional accuracy: ±0.014 m

This plan lies within the jurisdiction of the Approving Officer for The City of Maple Ridge

This plan lies within the Metro Vancouver Regional District

The field survey represented by this plan was completed on the 27th day of 11th, 2018  
 Mike Bernemann, BCLS 733

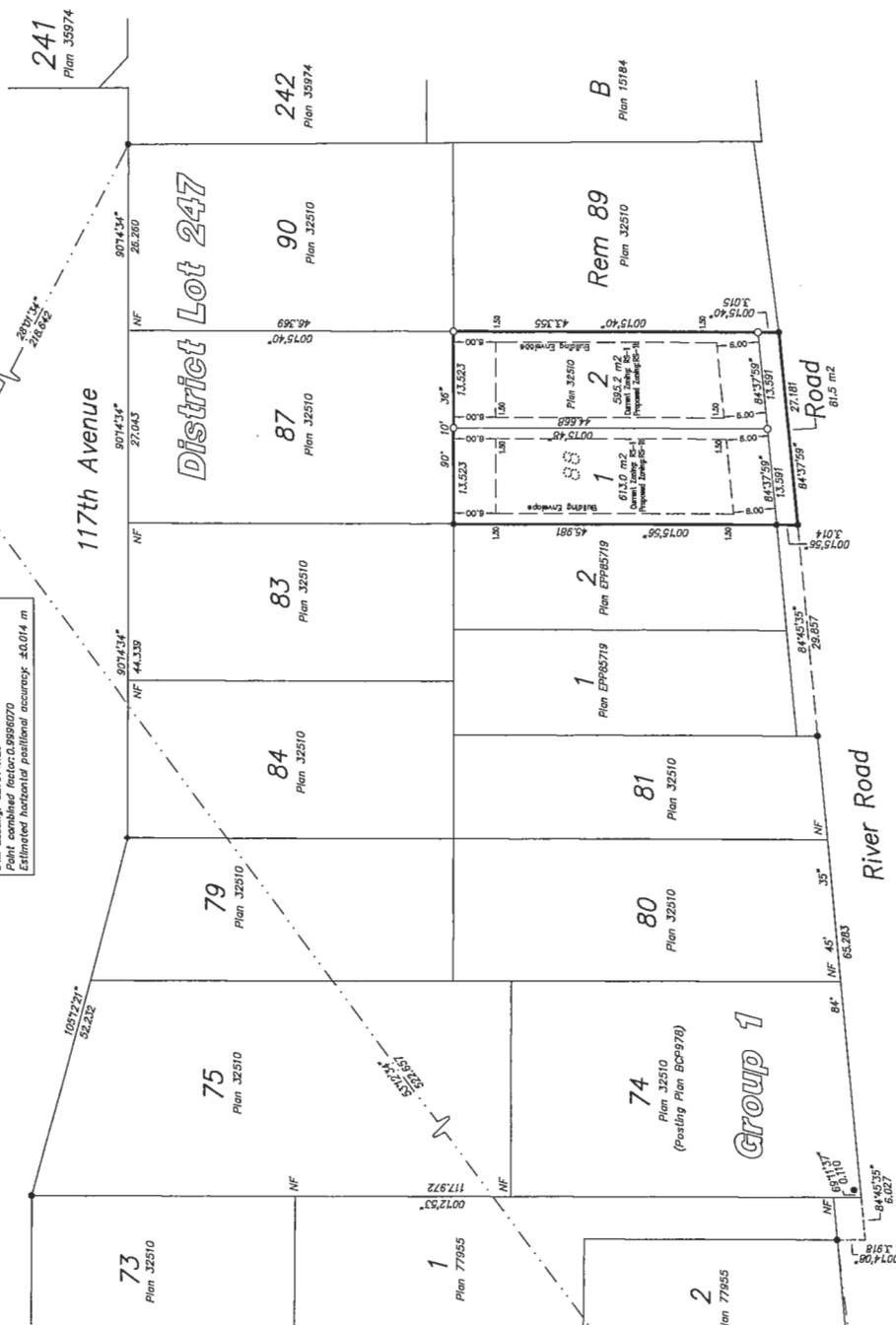
PRELIMINARY

Terra Pacific Land Surveying Ltd

2237 St. Ann Avenue, Maple Ridge, BC

Tel: 604-463-2500

Fax: 604-463-2502





**mapleridge.ca**

**City of Maple Ridge**

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** **First, Second and Third Reading**  
**Off-Street Parking and Loading Amending Bylaw No. 7489-2018**  
**Electric Vehicle Charging Infrastructure**

**MEETING DATE:** June 18, 2019  
**FILE NO:** 2018-321-RZ  
**MEETING:** C o W

---

**EXECUTIVE SUMMARY:**

Council has previously directed the research and review of electric vehicle charging station requirements for new development in the City. The intent of the work was to look at options to integrate electric vehicle charging stations into City development regulations. In earlier conversations with Council, a preference to regulate 'rough-in' options in any new requirements was requested and staff brought back further information on possible costs for 'rough-in'.

Pursuant with Council direction, staff are reporting back to Council with an amending bylaw that integrates 'rough-in' electric vehicle charging infrastructure requirements and are recommending that Off-Street Parking and Loading Amending Bylaw No. 7489-2018 (attached in Appendix A) be given first, second and third reading.

**RECOMMENDATION:**

**That Off-Street Parking and Loading Amending Bylaw No. 7489-2018 be granted first, second and third reading.**

**BACKGROUND:**

**a) Council discussion to-date**

Council has previously directed the research and review of electric vehicle charging station requirements. Subsequently staff conducted research on best practices related to electric vehicle (EV) charging infrastructure, including undertaking a scan of EV charging infrastructure regulations in other municipalities. The intent of the work was to look at options to integrate EV charging stations into City development regulations.

At the July 17, 2018 Workshop meeting, Council considered and discussed the proposed regulatory changes pertaining to electric vehicle charging infrastructure options for new development and endorsed a consultation program to engage the development community.

Following Council's direction, staff reached out to development industry representatives and interested stakeholders to discuss the proposed set of regulatory requirements. Generally, broad levels of support were expressed for the proposed EV requirements for new development. A summary of the consultation process and outcomes was presented to Council at the December 11, 2018 Workshop meeting.

At the December 11, 2018 Workshop meeting, Council directed staff to explore further regulatory options that require a 'rough-in' approach.

At the March 12, 2019 Workshop meeting, staff provided an update to Council and recommended that staff be directed to amend the Off-Street Parking and Loading Bylaw to integrate the revised set of electric vehicle charging infrastructure requirements.

At the March 12, 2019 Council Workshop, Council passed the following resolution:

*That staff be directed to prepare amendments to the Off-Street Parking and Loading Bylaw to integrate the requirements identified in the report titled "Electric Vehicle Charging Infrastructure: Council Update and Next Steps" dated March 12, 2019, and that once prepared the Amending Bylaw be placed on an available Committee of the Whole agenda.*

#### **b) EV Charging Software & Power Management**

In order to optimize EV charging infrastructure performance, a building resident or builder has the opportunity to implement smart charging and/or power management software.

##### **EV Charging Software**

Many providers of EV charging software have integrated contactless smart card functionality (or "tap") as a means of accessing the EV charger. Contactless smart card functionality is where the chip communicates with a card reader through technology similar to that of an RFID. This type of software can control who can access the EV charging software as well as meter electricity use and control payment options.

##### **Power Management Software**

At the building level, power management software permits organizations to intelligently share existing power capacity to avoid costly upgrades or utility demand charges. By implementing power management software, a building may be able to have more EV charging stations installed without costly upgrades.

#### **c) BC Utilities Update**

The BC Utilities Commission (BCUC) regulates the sale and resale of electricity in B.C. BCUC conducted an inquiry to assess the regulatory needs associated with EV charging service. Phase One of the Electric Vehicle Charging Service Inquiry Report, released on November 26 2018, recommended that Strata Corporations and other landlords that provide EV charging services for compensation be exempted from the BCUC's regulation. The report recommends that BCUC would retain their oversight on safety, but price and terms of service would not be regulated.

In March 2019, the BCUC received approval from the Minister of Energy, Mines and Petroleum Resources to make EV charging service providers, as well as landlords and strata corporations, exempt from Part 3 of the *Utilities Commission Act*. The exemption includes, but is not limited to landlords, strata corporations, private companies and parkade owners. Said differently, landlords, strata corporations, private companies, including parkade owners, may now set a fee for the energy provided through an EV charging station without BCUC approval. It is anticipated that competition in the EV charging market could incentivize providers to ensure rates are competitive and less regulatory oversight may encourage greater participation in the market.

The Inquiry is now in Phase 2, which focuses on the regulatory framework for EV charging service providers that are not public utilities and have not been recommended for exemption Phase 1, namely BC Hydro and Fortis BC.

**DISCUSSION:**

**a) Draft Bylaw**

As directed by Council, Bylaw No. 7489-2018 has been prepared for consideration of first reading. The full text of Off-Street Parking and Loading Bylaw No. 7489-2018 is available in Appendix A.

Table 1: Summary of Proposed EV Requirements for New Development for Maple Ridge Off-Street Parking and Loading Amending Bylaw No. 7489-2018

Ground Oriented Residential Development	Apartment Residential Development	Commercial Development
Require 1 space for each principal dwelling unit of single family, duplex, triplex, fourplex, courtyard, townhouse and street townhouse developments to be <b>roughed-in</b> (Level 2). <ul style="list-style-type: none"> <li>Secondary suites and detached garden suites exempt.</li> </ul>	Require all off-street residential parking spaces in apartment developments to be <b>roughed-in</b> (Level 2). <ul style="list-style-type: none"> <li>50% visitor parking be able to achieve a minimum of Level 2 charging</li> </ul>	Require 10% of parking spaces to be <b>roughed-in</b> (Level 2). <ul style="list-style-type: none"> <li>Applicable to developments with 10 or more off-street parking spaces.</li> </ul>

**b) Next Steps**

Should Council so direct, Bylaw No. 7489-2018 would require three readings of Council in addition to final adoption to come into effect<sup>1</sup>. In-stream applications that have received Third Reading prior to the adoption of Bylaw No. 7489-2018 would not be required to comply with the amended off-street parking and loading regulations. All other applications would be required to satisfy these new requirements at the time of building permit.

Should the bylaw be adopted, the Building Department will work with the Planning Department to develop reference handouts for developers, including how Smart Charging and Energy Management Software can support EV charging infrastructure. As is customary with such bylaws, staff will continue to monitor and report back within one year on any impacts from the proposed EV charging infrastructure requirements, should they be adopted.

**INTERDEPARTMENTAL IMPLICATIONS:**

**Building Department**

The Building Department has been working in collaboration with the Planning Department on the development of EV charging infrastructure regulation. The Building Department supports and encourages the installation of EV chargers in the community.

**STRATEGIC ALIGNMENT:**

The development of a draft bylaw to amend the Off-Street Parking and Loading Bylaw to include requirements for the installation of EV charging infrastructure has been identified as a key action under the Environment priority of the Council Matrix in the 2019 – 2022 Strategic Plan.

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<sup>1</sup> The *Local Government Act* does not require Off Street Parking and Loading Bylaws to be presented at a Public Hearing.

**CONCLUSION:**

Council has previously directed the research and review of electric vehicle charging station requirements for new development in the City. The intent of the work was to look at options to integrate electric vehicle charging stations into City development regulations. This report provides an update to Council and recommends that Off-Street Parking and Loading Amending Bylaw No. 7489-2018 (attached in Appendix A) be given first, second and third reading.

“Original signed by Amanda Grochowich”

---

*Prepared by:* **Amanda Grochowich, MCIP, RPP  
Planner I**

“Original signed by Chuck Goddard”

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*Reviewed by:* **Charles R. Goddard, BA, MA  
Director of Planning**

“Original signed by Christine Carter”

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*Approved by:* **Christine Carter, M.PL, MCIP, RPP  
GM Planning and Development**

“Original signed by Kelly Swift”

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

**Appendix A – Off-Street Parking and Loading Amending Bylaw No. 7489-2018**

**CITY OF MAPLE RIDGE  
BYLAW NO. 7489-2018**

A Bylaw to amend the text of Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990 as amended

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**WHEREAS**, it is deemed expedient to amend the Maple Ridge Off-Street Parking and Loading Bylaw No. 4350-1990 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 Off-Street Parking and Loading Amending Bylaw No. 7489-2018”.
2. That Bylaw No. 4350-1990 Part 1 Interpretation, Definitions be amended by inserting the following after “1.2 d)”:
  - e) Level 2 charging as defined by the SAE International’s J1772 standard;
  - f) Roughed-in infrastructure means sufficient panel capacity and conduit connecting the panel to the outlet capable of providing Level 2 charging.
3. That Bylaw No. 4350-1990 Part II General Requirements be amended by deleting “2.3” and replacing with the following:

2.3 For this bylaw:

  - a) When calculation of the required number of off-street parking spaces results in a fractional parking space, one (1) off-street parking space shall be provided to meet the fractional requirement; and
  - b) When calculation of the required number of parking spaces to be provided with roughed-in infrastructure capable of providing electric vehicle charging results in a fractional parking space, one (1) off-street parking space and the corresponding electric vehicle charging requirement shall be provided to meet the fractional requirement.
4. That “Schedule “F”” is inserted following “Schedule “E””:
  - 1.0 Electric Vehicle Charging Infrastructure Requirements:
    - 1.1 For each:
      - a) One-family residential, two-family residential, triplex residential, fourplex residential, courtyard residential, Townhouse and Street Townhouse residential use, a minimum of one parking space per dwelling unit shall be provided with roughed-in infrastructure capable of providing Level 2 charging;
      - b) Apartment use, not including Townhouse, in all CD zones as well as in the RM-2, RM-3, RM-4, RM-5, RM-6, C-1, C-2, C-3, C-5, CS-1, H-1, H-2, and CRM zones, each parking space provided for residential use, excluding visitor parking spaces, shall be provided with roughed-in infrastructure capable of providing Level 2 charging;



**TO:** His Worship Mayor Michael Morden      **MEETING DATE:** June 18, 2019  
and Members of Council      **FILE NO:** 11-5340-01  
**FROM:** Chief Administrative Officer      **MEETING:** COW  
**SUBJECT:** 23154 128 Avenue – Request for Sanitary Service Connection Outside Urban Containment Boundary

---

**EXECUTIVE SUMMARY:**

The property at 23154 128 Avenue is an active farm and single family residence zoned RS-3 with an agricultural OCP designation. The subject property is located outside the Urban Containment Boundary (UCB) and the existing structures are serviced via a 50 year old onsite septic system.

Under current Metro Vancouver regulations, any extension or amendment of sanitary servicing (including on-site changes in use or capacity) to properties outside of the UCB requires approval of the Greater Vancouver Sewerage and Drainage District (GVS&DD) Board. Applications require a municipal Council resolution prior to consideration by the Board, as identified in the Metro Vancouver Implementation Guideline #7.

The additional connection to the sanitary system does not represent a significant change in the sanitary capacity requirement and does not increase the pressure to provide sanitary services for development properties outside of the UCB, as such the application can be supported under Section 2.3.2 of Implementation Guideline #7.

It is recommended that Council support the request to seek approval from Metro Vancouver to provide a sanitary service connection to the property.

**RECOMMENDATION:**

That the request to provide a sanitary service connection to 23154 128 Avenue be supported and forwarded to the Greater Vancouver Sewerage and Drainage District Board for consideration.

**DISCUSSION:**

a) **Background Context:**

The property at 23154 128 Avenue is an active farm and single family residence zoned RS-3 with an agricultural OCP designation. The subject property is located outside the Urban Containment Boundary (UCB) and the existing structures are serviced via an onsite septic system.

Under the current Metro Vancouver regulations any extension or amendment of sanitary servicing (including on-site changes in use or capacity) to properties outside of the UCB requires approval of the Metro Vancouver GVS&DD Board. Applications require a municipal Council resolution prior to consideration by the Board, as identified in the Metro Vancouver Implementation Guideline #7.

There is no development proposal associated with this application; the owners wish to connect to the existing sewer fronting their property on 128 Ave due to the age and condition of their 50 year old onsite septic system. This application does not represent a significant change in the sanitary capacity requirement and does not increase the pressure to provide sanitary services for development properties outside of the UCB and as such the application can be supported under Section 2.3.2 of Implementation Guideline #7.

b) **Desired Outcome:**

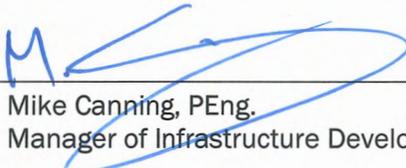
That Metro Vancouver approve the property owner's request for a sanitary service connection to the regional collection system. The service connection shall be sized to accommodate a capacity no greater than necessary to service the existing buildings.

c) **Alternatives:**

Not supporting the request would prevent the applicant from connecting to the regional collection system and require an upgrade of the existing on-site septic system.

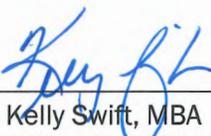
**CONCLUSION:**

The application to seek Metro Vancouver approval to connect to the regional sewer system is consistent with Section 2.3.2 of Metro Vancouver's Implementation Guideline #7, represents a minimal increase to the sanitary flows and does not result in any decrease in the service levels of the existing sanitary sewer system. As such it is recommended that Council support the request and that the application be forwarded to Metro Vancouver for consideration and approval.

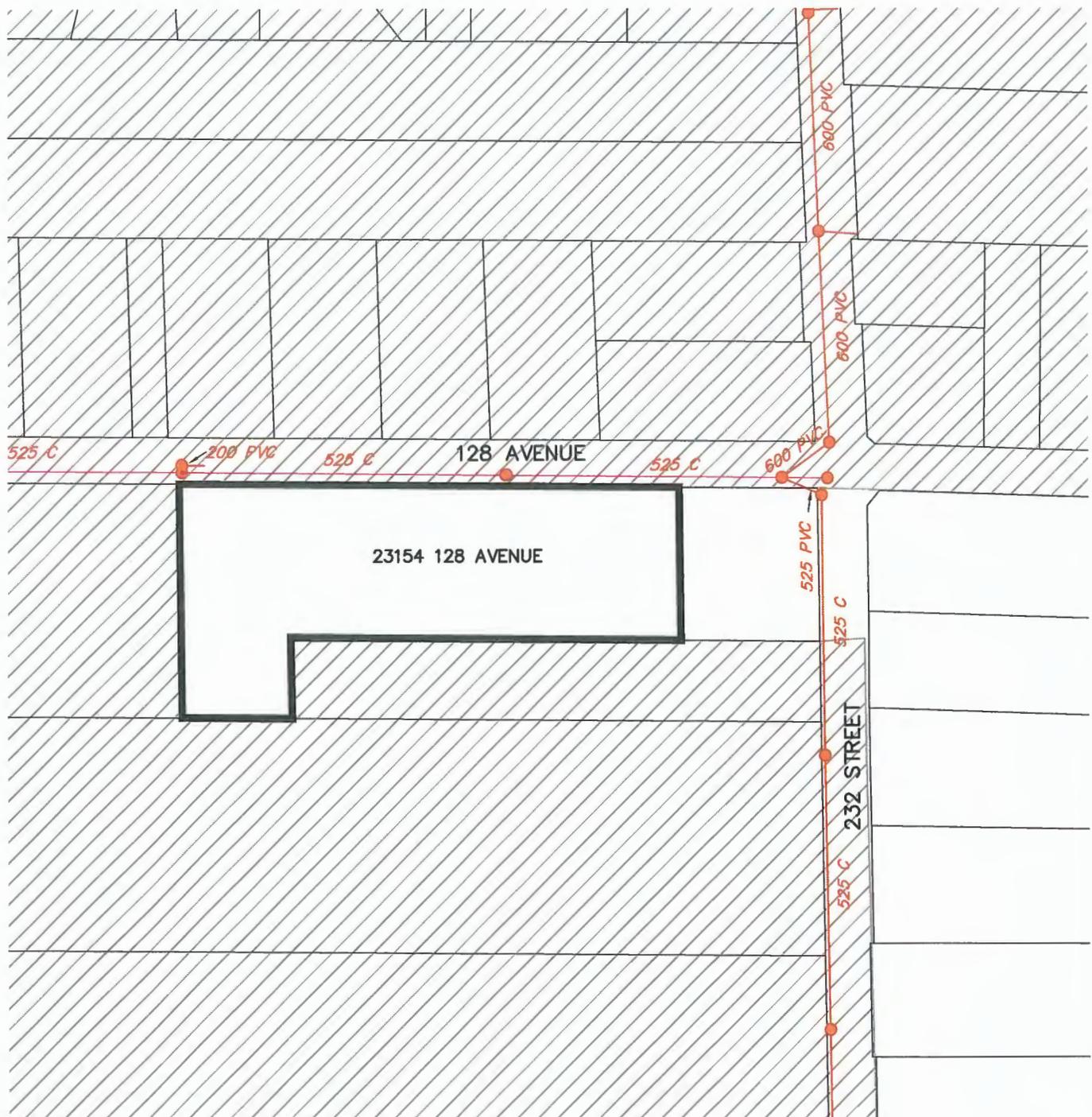
  
Submitted by: Mike Canning, PEng.  
Manager of Infrastructure Development

  
Reviewed by: Jeff Boehmer, PEng.  
Acting Municipal Engineer

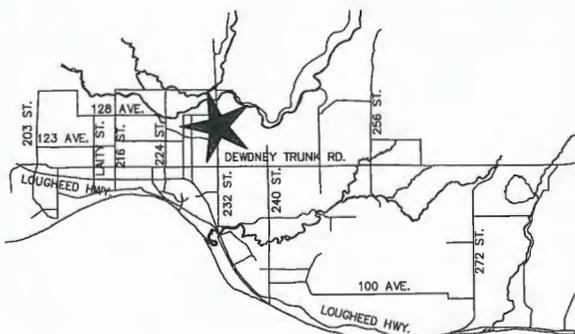
  
Approved by: David Pollock, PEng.  
General Manager Engineering Services

  
Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer

Attachments:  
(A) Map



Metro Vancouver Urban Containment Boundary



SCALE:  
N.T.S.



CITY OF MAPLE RIDGE  
ENGINEERING  
DEPARTMENT

23154 128 AVENUE  
URBAN CONTAINMENT BOUNDARY

DATE: JUNE 2019

FILE/DWG No SK0419



**mapleridge.ca**

## City of Maple Ridge

**TO:** His Worship Mayor Michael Morden  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** 2018 Annual Report and 2018 Statement of Financial Information

**MEETING DATE:** June 18, 2019  
**FILE NO:** 2222379  
**MEETING:** C o W

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### EXECUTIVE SUMMARY:

The 2018 Annual Report has been prepared in accordance with Section 98 of the Community Charter and Municipal Council is required to formally receive this report before June 30. A major component of the report is the 2018 Audited Consolidated Financial Statements. These statements were presented to Council at the April 23 Audit & Finance Committee meeting and Council passed a resolution formally accepting the statements at the May 14 Council meeting. The 2018 Annual Report will be submitted to the Government Finance Officers Association for consideration for the Canadian Award for Financial Reporting, an award the City has received for the past twenty eight years.

Under the Financial Information Act, the City is required to file a Statement of Financial Information with the Province of British Columbia prior to June 30 each year. This report must be approved by Council and the Corporate Financial Officer.

### RECOMMENDATION:

**That the 2018 Annual Report be received as required by the Community Charter, and**

**That the Statement of Financial Information be approved as required by the Financial Information Act.**

### DISCUSSION:

The 2018 Annual Report has been prepared in accordance with Section 98 of the Community Charter. As required in the Charter, the report contains our Audited Consolidated Financial Statements; a Progress Report detailing municipal objectives and progress toward their achievement; a Development Cost Charges report showing collections and expenditures for each component; information about the services provided by Municipal Departments; and lists the Permissive Tax Exemptions awarded for the 2018 fiscal year. The report was made available for public inspection on June 4 and notice posted in the local newspaper as required by Section 94 of the Charter indicating that the report is being presented at the Council meeting of June 25.

The City of Maple Ridge has been a recipient of the Canadian Award for Financial Reporting for the past twenty eight years. This award is presented by the Government Finance Officers Association (GFOA) to recognize Municipalities that publish high quality financial reports that are easily readable, efficiently organized and clearly communicate the government's financial picture. The 2018 Annual Report will be submitted to the GFOA for consideration for this year's award.

In addition to the Annual Report required by the Community Charter, the City of Maple Ridge is required to publish an annual Statement of Financial Information (SOFI) under the Financial Information Act. This report must be approved by Council and the Corporate Financial Officer, and filed with the Province of British Columbia prior to June 30, 2018.

The SOFI is attached for your review and approval. The package consists of:

**1131**

- The City's Audited Financial Statements
- A schedule of guarantee and indemnity agreements
- A schedule of remuneration and expenses
- A statement of severance agreements
- A schedule of payments made for the provision of goods or services

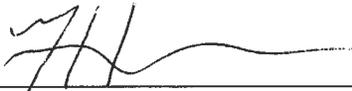
**Citizen/Customer Implications:**

The Annual Report and the SOFI provide additional information to the residents of Maple Ridge and the general public, contributing to Council's commitment to transparency.

**CONCLUSIONS:**

Prior to June 30 of each year council is required to receive the City's Annual Report in accordance with Section 98 of the Community Charter and to approve the Statement of Financial Information in accordance with the Financial Information Act. It should be noted that a detailed presentation on our 2018 Audited Consolidated Financial Statements was provided at the April 23 Audit & Finance meeting and Council passed a resolution formally accepting the statements at the May 14 Council meeting.

The Statement of Financial Information is attached and the Annual Report is available for viewing on the City of Maple Ridge website.



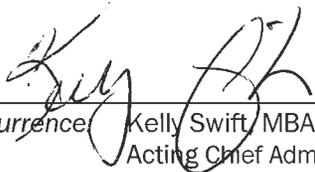
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Prepared by: Trevor Hansvall, BBA  
Accounting Clerk II



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Approved by: Catherine Nolan, CPA, CGA  
Corporate Controller



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Concurrence: Kelly Swift, MBA  
Acting Chief Administrative Officer

City of Maple Ridge

# Statement of Financial Information

2018



June 18, 2019

**Notice to Reader**

The Financial Information Act requires municipalities and other Government organizations to prepare annual financial information and make it available to the public within six months of their fiscal year end.

The information required by the Act for a municipality encompasses audited financial statements and schedules disclosing guarantee and indemnity agreements, employee remuneration and amounts paid to suppliers for the provision of goods and services.

A detail extract of the regulations accompanies this introduction and explains in some detail the nature of this information.



Catherine Nolan, CPA, CGA  
Corporate Controller

## Compliance with the Financial Information Regulation

The Financial Information Act (the Act) identifies organizations that must prepare financial information and make it available to the public within six months of their fiscal year end. The City of Maple Ridge (the City) is one of the organizations identified and therefore the attached **Statement of Financial Information** has been prepared in order to comply with this legislation.

The Financial Information Regulation specifies the required content for these statements and schedules. As such the City's Statement of Financial Information includes the following:

- The **2018 Consolidated Financial Statements**, including a Schedule of Debt (Schedule 4). The statements are prepared in accordance with generally accepted accounting principles and include the accounting policies followed in preparing the financial statements.
- The **2018 Schedule of Guarantee and Indemnity Agreements** includes a list of financial guarantees and indemnity agreements in force at December 31, 2018. The list includes the names of the entities and the amount of money involved.
- The **2018 Schedule of Remuneration and Expenses** for elected officials and employees. For elected officials the Schedule includes an alphabetical list of each member of Council, the total amount of remuneration paid, the value of benefits received and the total amount of expenses paid to or on behalf of that Council member during 2018. For employees, the schedule includes an alphabetical list of each employee earning in excess of \$75,000, the total amount of remuneration paid and the total amount of expenses paid to or on behalf of that employee during 2018. The total amount of expenses recorded includes only expenses reimbursed with City funds. Expenses reimbursed by other organizations are excluded. In addition, the schedule includes a total paid to all other employees during 2018 where earnings are less than the \$75,000 threshold.
- The **2018 Statement of Severance Agreements** includes the number of severance agreements made during 2018 by the City in respect of non-union employees and the number of equivalent months gross salaries represented by these agreements.
- The **2018 Schedule of Payments for the Provision of Goods or Services** includes an alphabetical list of the individuals or corporations where the total amount paid during 2018 exceeds \$25,000. In addition, the schedule includes a total of all amounts paid to all other suppliers during 2018 where the amounts paid are less than the \$25,000 threshold.

**City of Maple Ridge  
2018 Statement of Financial Information  
Table of Contents**

	<u>Page</u>
Audited Financial Statements (including a schedule of debts)	7
Schedule of Guarantee & Indemnity Agreements	42
Schedule of Remuneration & Expenses	43
Statement of Severance Agreements	47
Schedule of Payments for the Provision of Goods & Services	48



City of Maple Ridge

# Financial Statements and Auditor's Report

For the Year Ended December 31, 2018





The information in this Annual Report is the responsibility of management. The consolidated financial statements have been prepared in accordance with Canadian Public Sector accounting guidelines as outlined under "Significant Accounting Policies". These include some amounts based on management's best estimates and careful judgment.

Management maintains a system of internal accounting controls to provide reasonable assurance that assets are safeguarded and that transactions are authorized, recorded, and reported properly. Management also administers a program of proper business compliance.

BDO Canada LLP, the Municipality's independent auditors have audited the accompanying financial statements. Their report accompanies this statement.

Council carries out its responsibility for the consolidated financial statements jointly with its Audit and Finance Committee. The Committee meets with management on a scheduled basis and at least semi-annually with BDO Canada LLP to review their activities and to discuss auditing, internal control, accounting policy, and financial reporting matters.

BDO Canada LLP has unrestricted access to the Municipality, the Audit and Finance Committee, and Council. Council approves the consolidated financial statements, the Audit and Finance Committee reviews the recommendations of the independent auditors for improvements to controls as well as the actions of management to implement such recommendations.



Kelly Swift, MBA  
Acting Chief Administrative Officer



Trevor Thompson, BBA, CPA, CGA  
Chief Financial Officer

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## Independent Auditor's Report

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To the Mayor and Council of the City of Maple Ridge

### Opinion

We have audited the consolidated financial statements of the City of Maple Ridge and its controlled entities (the "City"), which comprise the consolidated Statement of Financial Position as at December 31, 2018, and the consolidated Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and notes and schedules to the consolidated financial statements, comprising a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2018 and its results of operations, changes in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

### Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*BDO Canada LLP*

Chartered Professional Accountants

Vancouver, British Columbia

May 14, 2019

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**Consolidated Statement of Financial Position**  
as at December 31, 2018

	2018	2017
<b>Financial Assets</b>		
Cash and cash equivalents (Note 1)	\$ 22,186,741	\$ 27,631,877
Portfolio investments (Note 2)	201,666,082	187,717,851
Accounts receivable (Note 3)	15,515,417	14,663,433
Recoverable local improvements (Note 4)	1,379,072	1,126,247
Other assets (Note 5)	779,813	763,208
Inventory available for resale	<u>2,459,585</u>	<u>3,579,094</u>
	<b>243,986,710</b>	<b>235,481,710</b>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 6)	24,858,292	20,795,751
Deferred revenue (Note 8)	15,760,504	14,198,182
Restricted revenue (Note 9)	35,996,158	39,633,654
Refundable performance deposits and other	21,908,866	23,403,713
Employee future benefits (Note 10)	4,662,100	4,567,300
Debt (Note 11, Schedule 4)	<u>25,822,631</u>	<u>28,273,707</u>
	<b>129,008,551</b>	<b>130,872,307</b>
<b>Net Financial Assets</b>	<u><b>114,978,159</b></u>	<u><b>104,609,403</b></u>
<b>Non Financial Assets</b>		
Tangible capital assets (Note 12, Schedule 5)	1,027,400,677	976,145,224
Undeveloped land bank properties (Note 13)	15,526,529	15,526,529
Supplies inventory	326,363	363,885
Prepaid expenses	<u>471,486</u>	<u>1,294,624</u>
	<b>1,043,725,055</b>	<b>993,330,262</b>
<b>Accumulated Surplus (Note 14)</b>	<u><b>\$ 1,158,703,214</b></u>	<u><b>\$ 1,097,939,665</b></u>



Kelly Swift, MBA  
Acting Chief Administrative Officer



Trevor Thompson, BBA, CPA, CGA  
Chief Financial Officer

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement.

**Consolidated Statement of Operations**  
For the year ended December 31, 2018

	Actual 2018	Budget 2018 (Note 17)	Actual 2017
<b>Revenue (Segment Report, Note 20)</b>			
Taxes for municipal purposes (Note 15)	\$ 85,645,660	\$ 85,708,027	\$ 81,729,003
User fees and other revenue	42,266,363	42,042,952	42,409,361
Government transfers (Note 16)	4,862,137	10,376,782	3,434,531
Development revenue	15,787,623	44,958,943	8,155,007
Interest and investment income	4,581,311	2,132,988	3,182,894
Gaming revenues	1,781,613	1,400,000	1,561,090
Refinancing and asset disposal gains (losses)	(1,470,673)	1,582,750	(807,330)
Contributed tangible capital assets (Note 12)	<u>29,727,691</u>	<u>20,000,000</u>	<u>16,725,863</u>
	<b>183,181,725</b>	<b>208,202,442</b>	<b>156,390,419</b>
<b>Expenses (Segment Report, Note 20)</b>			
Protective services	37,458,755	41,638,521	38,065,340
Transportation services	19,445,582	21,485,306	19,511,458
Recreation and cultural	18,754,440	22,947,392	19,784,632
Water utility	13,787,153	15,005,613	13,305,309
Sewer utility	11,688,964	12,659,702	10,761,203
General government	15,252,598	18,449,276	15,106,167
Planning, public health and other	<u>6,030,684</u>	<u>6,686,728</u>	<u>5,818,396</u>
	<b>122,418,176</b>	<b>138,872,538</b>	<b>122,352,505</b>
<b>Annual Surplus</b>	<u><b>60,763,549</b></u>	<u><b>69,329,904</b></u>	<u><b>34,037,914</b></u>
<b>Accumulated Surplus - beginning of year</b>	<u><b>1,097,939,665</b></u>	<u><b>1,097,939,665</b></u>	<u><b>1,063,901,750</b></u>
<b>Accumulated Surplus - end of year (Note 14)</b>	<u><b>\$ 1,158,703,214</b></u>	<u><b>\$1,167,269,569</b></u>	<u><b>\$1,097,939,665</b></u>

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement.

**Consolidated Statement of Change in Net Financial Assets**  
For the year ended December 31, 2018

	Actual 2018	Budget 2018 (Note 17)	Actual 2017
<b>Annual Surplus</b>	<b>\$ 60,763,549</b>	\$ 69,329,904	\$ 34,037,914
<b>Add (Less):</b>			
<b>Change in Tangible Capital Assets</b>			
Acquisition of tangible capital assets	(74,540,940)	(192,854,171)	(38,277,439)
Amortization	21,168,109	19,780,000	20,585,216
Proceeds from disposal of tangible capital assets	183,461	1,582,750	278,424
(Gain) loss on disposal of tangible capital assets	<u>1,933,914</u>	<u>(1,582,750)</u>	<u>1,664,676</u>
	<b>(51,255,456)</b>	<b>(173,074,171)</b>	<b>(15,749,123)</b>
 <b>Change in Other Non Financial Assets</b>			
Decrease (increase) in supplies inventory	37,523	-	(8,723)
Decrease (Increase) in prepaid expenses	<u>823,140</u>	<u>-</u>	<u>(16,789)</u>
	<b>860,663</b>	<b>-</b>	<b>(25,512)</b>
 <b>Increase (decrease) in Net Financial Assets</b>	<b>10,368,756</b>	<b>\$ (103,744,267)</b>	<b>18,263,279</b>
 <b>Net Financial Assets beginning of the year</b>	<b><u>104,609,403</u></b>	<b><u>104,609,403</u></b>	<b><u>86,346,124</u></b>
 <b>Net Financial Assets end of the year</b>	<b><u>\$ 114,978,159</u></b>	<b><u>\$ 865,136</u></b>	<b><u>\$ 104,609,403</u></b>

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement

## Consolidated Statement of Cash Flow

For the year ended December 31, 2018

	Actual 2018	Actual 2017
<b>Operating transactions</b>		
<b>Annual surplus</b>	<b>\$60,763,549</b>	<b>\$34,037,914</b>
<b>Items not utilizing cash</b>		
Amortization	21,168,109	20,585,216
Loss on disposal of assets	1,470,673	807,520
Contributed tangible capital assets	(29,727,691)	(16,725,863)
Restricted revenues recognized	(14,711,412)	(7,606,470)
	<u>(21,800,321)</u>	<u>(2,939,597)</u>
<b>Change in non-cash operating items</b>		
Increase in prepaid expenses	823,140	(16,789)
Decrease (increase) in supplies inventory	37,523	(8,723)
Decrease (increase) in accounts receivable	(851,984)	2,318,228
Decrease (increase) in recoverable local improvements	(252,825)	85,689
Decrease (increase) in other assets	(16,605)	16,088
Increase (decrease) in accounts payable and accrued liabilities	4,062,541	2,146,348
Increase (decrease) in deferred revenue	1,562,321	2,959,211
Increase (decrease) in refundable performance deposits	(1,494,848)	7,550,507
Increase (decrease) in employee future benefits	94,800	(137,401)
	<u>3,964,063</u>	<u>14,913,158</u>
 Cash provided by operating transactions	 <u>42,927,291</u>	 <u>46,011,475</u>
<b>Capital transactions</b>		
Proceeds on disposal of assets	1,766,211	1,861,174
Acquisition of tangible capital assets	(44,813,249)	(21,551,576)
Cash applied to capital transactions	(43,047,038)	(19,690,402)
<b>Investing transactions</b>		
Decrease (increase) in portfolio investments	(13,948,231)	(29,138,677)
	<u>(13,948,231)</u>	<u>(29,138,677)</u>
<b>Financing transactions</b>		
Debt repayment	(2,451,076)	(2,930,825)
Collection of restricted revenues	11,073,918	13,838,212
Cash applied to financing transactions	8,622,842	10,907,387
<b>Increase (decrease) in cash and cash equivalents</b>	<b>(5,445,136)</b>	<b>8,089,783</b>
Cash and cash equivalents - beginning of year	<u>27,631,877</u>	<u>19,542,094</u>
<b>Cash and cash equivalents - end of year</b>	<b><u>\$22,186,741</u></b>	<b><u>\$27,631,877</u></b>

The accompanying summary of significant accounting policies and notes to the Consolidated Financial Statements are an integral part of this statement

**Summary of Significant Accounting Policies  
For the year ended December 31, 2018**

The City of Maple Ridge (the "City") is a municipality in the province of British Columbia and operates under the provisions of the Community Charter. The City provides municipal services such as fire, public works, planning, parks, recreation and other general government services.

**(a) Reporting Entity and Basis of Consolidation**

These financial statements have been prepared in accordance with Canadian Public Sector Accounting Standards (PSAS) using guidelines developed by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada.

They consolidate the activities of all of the funds of the City and the City's wholly owned subsidiaries C.D.M.R. Developments Ltd. and Maple Ridge Municipal Holdings Ltd. Transactions between the City's funds and wholly owned subsidiaries have been eliminated and only transactions with outside entities are reported.

**(b) Basis of Accounting**

The basis of accounting followed in these financial statements is the accrual method and includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenses in the period the goods and services were acquired and a liability was incurred.

**(c) Non-financial Assets**

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of business.

**(d) Tangible Capital Assets**

Tangible capital assets are a special class of non-financial assets and are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation and installation costs, design and engineering fees, legal fees and site preparation costs. Interest costs are not capitalized. Amortization is recorded on a straight line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Assets under construction are not amortized. Contributed tangible capital assets are recorded at fair value at the time of the contribution and are also recorded as revenue.

Estimated useful lives of tangible capital assets are as follows:

Buildings (including building components)	7 to 50 years
Transportation network	10 to 75 years
Storm sewer system	10 to 75 years
Fleet and equipment	8 to 20 years
Technology	3 to 25 years
Water system	10 to 85 years
Sanitary sewer system	30 to 75 years
Furniture and fixtures	3 to 20 years
Structures	15 to 75 years

Natural resources, works of art and historic assets are not recorded as assets in these consolidated financial statements.

**(e) Liability for Contaminated Sites**

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of a contaminated site is recognized when a site is not in productive use and the following criteria are met:

- i. an environmental standard exists;
- ii. contamination exceeds the environmental standards;
- iii. the City is directly responsible or accepts responsibility;
- iv. it is expected that future economic benefits will be given up; and
- v. a reasonable estimate of the amount can be made.

The liability is recognized as management's best estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site. Management has assessed its potential liabilities for contamination, including sites that are no longer in productive use and sites for which the City accepts responsibility. There were no such sites that had contamination in excess of an environmental standard requiring remediation at this time, therefore no liability was recognized at December 31, 2018 or December 31, 2017.

**(f) Revenue Recognition**

**Taxation**

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. Annual levies for non-optional municipal services and general administrative services are recorded as taxation for municipal purposes in the year they are levied. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts. Levies imposed by other taxing authorities are not included as taxes for municipal purposes.

Through the British Columbia Assessments' appeal process, taxes may be adjusted by way of supplementary roll adjustments. The effects of these adjustments on taxes are recognized at the time they are awarded.

**User fees and other revenue**

Charges for sewer and water usage are recorded as user fees and other revenue.

**Government transfers**

Government transfers are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Government transfers are recorded as deferred revenue when transfer stipulations give rise to a liability and are recognized in the statement of operations as the stipulated liabilities are settled.

**Development revenues**

Receipts that are restricted by the legislation of senior governments or by agreement with external parties are a liability of the municipality and are reported as Restricted Revenues at

the time they are received. When qualifying expenditures are incurred Restricted Revenues are brought into revenue as development revenue. Restricted Revenues are comprised of the amounts shown in Note 9.

**Investment income**

Investment income is recorded on the accrual basis and recognized when earned. Investment income is allocated to various reserves and operating funds on a proportionate basis.

To the extent that financial instruments have no stated rate of return, investment income is recognized as it is received.

**Contributed tangible capital assets**

Subdivision developers are required to provide subdivision infrastructure such as streets, lighting, sidewalks, and drainage etc. Upon completion these assets are turned over to the City. Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are also recorded as revenue.

**(g) Use of estimates/measurement uncertainty**

The preparation of financial statements in accordance with Canadian PSAS requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring use of management estimates relate to the useful lives of tangible capital assets, determination of employee future benefits, the outcome of litigation and claims, and the percentage of completion of buildings and subdivision inspections. Actual results could differ from those estimates.

**(h) Budget figures**

The budget figures reported in the Consolidated Financial Statements represent the 2018 component of the Financial Plan Bylaw adopted by Council on May 8, 2018.

**(i) Financial instruments**

The City's financial instruments consist of cash and cash equivalents, portfolio investments, accounts receivable, recoverable local improvements, other assets, accounts payable and accrued liabilities, refundable performance deposits and debt. Unless otherwise indicated, it is management's opinion that the City is not exposed to any significant interest, credit or currency risks arising from these financial instruments.

**(j) Cash and cash equivalents**

Cash and cash equivalents are comprised of the amounts held in the City's bank accounts and investments with an original maturity date of three months or less.

**(k) Portfolio Investments**

Investments with an original maturity date of more than three month are reported as portfolio investments. Investments and pooled investments are reported using the cost method. Provisions for declines in the market value of investments are recorded when they are considered to be other than temporary. Declines in the market values of investments are considered to be other than temporary when the carrying value exceeds market value for more than three years.

**(l) Basis of segmentation (Segment Report, Note 21)**

Municipal services have been segmented by grouping services that have similar service objectives (by function). Revenues that are directly related to the costs of the function have been attributed to each segment. Interest expense is allocated to functions based on the purpose of specific borrowings.

**(m) Employee future benefits**

The City and its employees make contributions to the Municipal Pension Plan, and the employees accrue benefits under this plan based on service. The City's contributions are expensed as incurred. (Note 20)

Sick leave benefits and retirement severance benefits are also available to the City's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The liabilities under these benefit plans are accrued based on projected benefits prorated as the employees render services necessary to earn the future benefits. (Note 10)

**Notes to the Consolidated Financial Statements**  
For the year ended December 31, 2018

**1. Cash and cash equivalents**

Cash and cash equivalents as at December 31, 2018 were comprised as follows:

	<u>Dec 31, 2018</u>	<u>Dec 31, 2017</u>
Cash	\$ 11,960,755	\$ 20,631,877
Cash equivalents	<u>10,225,986</u>	<u>7,000,000</u>
	<u>\$ 22,186,741</u>	<u>\$ 27,631,877</u>

Cash equivalents are comprised of high-interest savings accounts or term deposits held at Canadian banking institutions with effective interest rates of **2.46%** (1.5% - 1.9% for 2017). Additionally, the City holds cash and cash equivalents of **\$3,281,038** (\$3,288,086 for 2017) and agreements and interest receivable of **\$193,474** (\$215,934 for 2017) for trusts which are not reported elsewhere in the financial statements. They are held for the following trusts:

	Balance Dec 31, 2017	Interest Earned	Receipts	Disbursements	Balance Dec 31, 2018
Latecomer Fees	\$ 84,835	\$ -	\$ 301,192	\$ 273,641	\$ 112,386
Cemetery Perpetual Care	1,151,604	30,859	54,418	30,859	1,206,022
Election Surplus	-	-	7,187	-	7,187
Metro Vancouver Sewer & Drainage District	955,106	-	637,863	1,023,886	569,083
Albion Dyking District	<u>1,312,476</u>	<u>711</u>	<u>272,379</u>	<u>5,732</u>	<u>1,579,834</u>
	<u>\$ 3,504,021</u>	<u>\$ 31,570</u>	<u>\$ 1,273,039</u>	<u>\$ 1,334,118</u>	<u>\$ 3,474,512</u>

**2. Portfolio Investments**

Portfolio investments include Canadian bank notes and BC Credit Union term deposits with effective interest rates of 2.12% - 5.65%. A portion of the bank notes held have interest payments linked to the performance of a set of equities or a financial index without stated or certain interest rates. For these investments, income is recognized as it is received; in 2018 returns were positive and ranged to 4.0%. Included in interest earnings are gains on investments sold before maturity. In 2018 gains were \$Nil (\$71,498 for 2017). The City does not hold any asset backed commercial paper or hedge funds.

The carrying value of securities is based on the cost method whereby the cost of the security is adjusted to reflect investment income that is accruing and any permanent decline in market value. During the term of individual investments there will be fluctuations in market values. Such fluctuations are considered normal, and if held to maturity, market value will be equal to face value.

The carrying value of Portfolio Investments at December 31, 2018 was **\$201,666,082** (\$187,717,851 for 2017). The market value at December 31, 2018 was **\$201,793,693** (\$187,715,380 for 2017).

**3. Accounts Receivable**

	<u>2018</u>	<u>2017</u>
Property Taxes	\$ 5,035,959	\$ 4,944,597
Other Governments	2,447,778	2,450,382
General and Accrued Interest	4,467,405	3,856,276
Development Cost Charges	<u>3,645,582</u>	<u>3,472,935</u>
	15,596,724	14,724,190
Less: Allowance for Doubtful Accounts	<u>(81,307)</u>	<u>(60,757)</u>
	<u>\$ 15,515,417</u>	<u>\$ 14,663,433</u>

**4. Recoverable Local Improvements**

The City provides interim financing for certain geographically localized capital projects. It recovers these amounts from benefiting property owners. Interest rates are established at the outset of the process and are a function of borrowing rates at the time. Repayment is typically made over fifteen years.

**5. Other Assets**

**Debt Reserve Fund:**

The Municipal Finance Authority of British Columbia (MFA) provides capital financing for regional districts and their member municipalities. The MFA is required to establish a Debt Reserve Fund. Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the debt agreements. The MFA pays into the Debt Reserve Fund these monies from which interest earned thereon less administrative expenses becomes an obligation to the regional districts. It must then use this fund, if at any time there are insufficient funds, to meet payments on its obligations. If this occurs, the regional districts may be called upon to restore the fund.

Upon the maturity of a debt issue the unused portion of the Debt Reserve Fund established for that issue will be discharged to the City. The City has estimated that there is only a remote possibility that these funds will not be paid to it and therefore these funds have been included in Other Assets of **\$779,813** (\$763,208 for 2017).

**6. Accounts Payable and Accrued Liabilities**

	<u>2018</u>	<u>2017</u>
<b>Accounts Payable:</b>		
General	\$ 10,182,695	\$ 5,587,746
Other Governments	11,372,311	12,197,994
Salaries and Wages	<u>1,860,221</u>	<u>1,701,308</u>
	<b>23,415,227</b>	<b>19,487,048</b>
<b>Accrued Liabilities:</b>		
Vacation Pay	484,008	401,134
Other Vested Benefits	<u>959,057</u>	<u>907,569</u>
	<u>1,443,065</u>	<u>1,308,703</u>
	<b>\$ <u>24,858,292</u></b>	<b>\$ <u>20,795,751</u></b>

**7. Contingencies, Commitments and Unrecognized Liabilities:**

**(a) Third Party Claims**

Where losses related to litigation are likely and can be reasonably estimated management accrues its best estimate of loss. For 2018 this estimate is **\$326,015** (\$171,236 for 2017). These amounts are included in accounts payable and accrued liabilities.

There are various other claims by and against the City, the outcome of which cannot reasonably be estimated. Any ultimate settlements will be recorded in the year the settlements occur.

**(b) Contractual Obligations**

In 1998 the City entered into an agreement to purchase ice sheet time for five years commencing in 1999, with five five-year renewal options. In 2018, the agreement was renewed for an additional five-year period. The minimum annual payment due for the provision of ice time is \$638,000. Additional ice time is purchased separately. These payments are recorded as expenses when the ice time is provided.

**(c) Unrecognized Liability**

The City holds shares in a non-profit organization that provides protective services to its members. Should the organization dissolve or management choose to withdraw from the organization the City would be liable for a proportionate share of any debt the organization held at that time. The liability is expected to be discharged over time through payments by the City and others for the provision of these services by the organization. Due to the ongoing operations of the organization the liability could only be quantified if the City chose to withdraw. Consequently no liability has been recognized in these financial statements.

**8. Deferred Revenues**

Deferred revenues held by the City were comprised as follows:

	<b>Prepaid Taxes</b>		<b>Connection Revenues</b>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Beginning balance	\$ 6,864,267	\$ 6,437,206	\$ 1,035,037	\$ 724,875
Deferred during the year	14,250,434	13,645,937	1,370,294	1,026,652
Revenue recognized	<u>(13,898,578)</u>	<u>(13,218,876)</u>	<u>(711,286)</u>	<u>(716,490)</u>
Ending balance	<u>\$ 7,216,123</u>	<u>\$ 6,864,267</u>	<u>\$ 1,694,045</u>	<u>\$ 1,035,037</u>

	<b>Other</b>		<b>Total Deferred Revenues</b>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Beginning balance	\$ 6,298,878	\$ 4,076,891	\$ 14,198,182	\$ 11,238,972
Deferred during the year	4,931,744	4,068,902	20,552,472	18,741,491
Revenue recognized	<u>(4,380,286)</u>	<u>(1,846,915)</u>	<u>(18,990,150)</u>	<u>(15,782,281)</u>
Ending balance	<u>\$ 6,850,336</u>	<u>\$ 6,298,878</u>	<u>\$ 15,760,504</u>	<u>\$ 14,198,182</u>

**9. Restricted Revenues**

Restricted revenues held by the City were comprised as follows:

	<b>Development Cost Charges</b>		<b>Parkland Acquisition Charges</b>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Beginning Balance	\$ 29,546,672	\$ 26,019,028	\$ 1,163,951	\$ 412,027
Collections and interest	6,275,172	10,988,859	355,745	779,225
Disbursements - operating	(398,474)	(118,685)	-	-
Disbursements - capital	<u>(11,598,291)</u>	<u>(7,342,530)</u>	<u>-</u>	<u>(27,301)</u>
Ending Balance	<u>\$ 23,825,079</u>	<u>\$ 29,546,672</u>	<u>\$ 1,519,696</u>	<u>\$ 1,163,951</u>

	<b>Other Restricted Revenues</b>		<b>Total Restricted Revenues</b>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Beginning Balance	\$ 8,923,031	\$ 6,970,857	\$ 39,633,654	\$ 33,401,912
Collections and interest	4,443,001	2,070,128	11,073,918	13,838,212
Disbursements - operating	(63,012)	(54,574)	(461,486)	(173,259)
Disbursements - capital	<u>(2,651,637)</u>	<u>(63,380)</u>	<u>(14,249,928)</u>	<u>(7,433,211)</u>
Ending Balance	<u>\$ 10,651,383</u>	<u>\$ 8,923,031</u>	<u>\$ 35,996,158</u>	<u>\$ 39,633,654</u>

**10. Employee Future Benefits**

The City provides employee future benefits in the form of severance benefits and vested and non-vested sick leave to qualifying employees. These benefits are not separately funded.

Severance benefits are cash settlements paid to employees who cease their employment with the City after a specified period of time. Employees hired before February 11, 1999 qualify for five days pay per year of employment, provided they either work a minimum of 20 years with the City or retire as defined by the Public Sector Pension Plan Act. Full time employees hired after February 11, 1999 qualify for 20 days pay provided they work a minimum of 10 years with the City and retire as defined by the Public Sector Pension Plan Act.

The City permits regular employees to accumulate up to 18 days per year of service for future illnesses up to a maximum of 250 days. For certain qualifying employees a portion of this benefit vests; for the balance, this benefit does not vest and cannot be converted to any other type of benefit.

**An actuarial valuation of these benefits was performed to determine the City's liability and accrued benefit obligation as at December 31, 2018. The valuation resulted in an unamortized actuarial gain of \$861,200 at December 31, 2018, (unamortized loss of \$364,900 for 2017). Actuarial gains or losses are amortized over the expected average remaining service life of employees. The benefit liability at December 31, 2018 was \$4,662,100, (\$4,657,300 for 2017) comprised as follows:**

	<u>2018</u>	<u>2017</u>
Accrued benefit obligation, beginning of year	\$ 4,932,200	\$ 5,102,900
Add:		
Current service costs	397,600	343,800
Interest on accrued benefit obligation	143,900	148,300
Actuarial (gain)/loss	(1,192,800)	-
Less:		
Benefits paid during the year	<u>(480,000)</u>	<u>(662,800)</u>
Accrued benefit obligation, end of year	<u>3,800,900</u>	<u>4,932,200</u>
Add (Less): Unamortized actuarial gain (loss)	<u>861,200</u>	<u>(364,900)</u>
Accrued benefit liability	<u>4,662,100</u>	4,567,300

Actuarial assumptions used to determine the City's accrued benefit obligation are as follows:

	<u>2018</u>	<u>2017</u>
Discount rate (long-term borrowing rate)	3.00 %	2.90 %
Expected future inflation rate	2.00 %	2.00 %
Merit and inflationary wage and salary increases averaging	2.68 %	3.04 %
Estimated average remaining service life of employees (years)	11.0	13.0

**11. Debt (Schedule 4)**

The City obtains debt instruments through the Municipal Finance Authority (MFA), pursuant to security issuing bylaws under authority of the Community Charter, to finance certain capital expenditures. Debt is reported net of Sinking Fund balances and interest expense is reported net of Sinking Fund earnings.

The City carries no debt for others.

The following debenture debt amounts plus related interest are payable over the next five years and thereafter:

	<u>Debt Payments</u>
2019	\$ 2,172,036
2020	2,215,521
2021	2,260,235
2022	2,306,211
2023	2,353,485
Thereafter	9,899,632
Sinking Fund Contributions	<u>4,615,511</u>
Debt principal repayments	<u>\$ 25,822,631</u>

The City has the following authorized but un-issued long term debt as at December 31, 2018:

<u>L/A Bylaw</u>	<u>L/A Amount</u>
#6558	\$ 6,000,000
#6560	275,000
#6679	1,100,000
#7370	3,500,000
#7371	7,000,000
#7372	8,500,000
#7373	1,000,000
#7374	2,500,000
#7375	1,000,000
#7376	2,500,000
#7377	<u>23,500,000</u>
	<u>\$ 56,875,000</u>

**12. Tangible Capital Assets**

	Net book value	
	<u>2018</u>	<u>2017</u>
Land	\$ 234,687,064	\$ 226,003,706
Buildings	48,668,723	44,141,166
Transportation network	226,678,102	218,934,481
Storm sewer system	215,378,001	206,751,562
Fleet and equipment	16,476,349	14,680,214
Technology	4,891,574	4,516,466
Water system	125,869,323	116,201,245
Sanitary sewer system	130,908,256	128,186,305
Other	<u>23,843,287</u>	<u>16,730,081</u>
	<u>\$ 1,027,400,677</u>	<u>\$ 976,145,224</u>

For additional information, see the Schedule of Tangible Capital Assets (Schedule 5)

During the year there were no write-downs of assets (2017 - \$Nil). In addition, roads and related infrastructure, underground networks and land contributed to the City totaled **\$29,727,691** (\$16,725,863 for 2017) and were capitalized at their fair value at the time of recognition

Natural assets, works of art, artifacts, cultural and historic assets are not recorded as assets in these financial statements. The City controls various works of art and historical treasures including artifacts, paintings, sculptures and mosaics located at City sites and public display areas.

**13. Undeveloped Land Bank**

The City owns property in various areas identified for future growth in the Official Community Plan. These properties are not currently used in the provision of service to the citizens of Maple Ridge. The properties represent a strategic, non-renewable resource available for the advancement of Council's strategic plan.

**14. Accumulated Surplus**

Accumulated Surplus is comprised of operating surpluses and equity in tangible capital assets held in the general, sewer and water funds as well as reserves. Accumulated surplus for 2017 is **\$1,158,703,212** (\$1,097,939,665 for 2017) and is distributed as follows:

		<u>2018</u>	<u>2017</u>
Operating surplus (Schedule 1)	General	\$ 11,111,456	\$ 10,011,882
	Sewer	8,512,633	8,935,862
	Water	<u>13,799,283</u>	<u>12,840,034</u>
		<b>33,423,372</b>	<b>31,787,778</b>
Equity in the capital funds (Schedule 2)	General	761,597,886	721,401,366
	Sewer	132,175,506	129,423,192
	Water	<u>127,272,400</u>	<u>117,671,736</u>
		<b>1,021,045,792</b>	<b>968,496,294</b>
Reserves (Schedule 3)	Funds	39,570,150	41,639,403
	Accounts	<u>64,663,900</u>	<u>56,016,190</u>
		<b>104,234,050</b>	<b>97,655,593</b>
Accumulated Surplus		<u><b>\$ 1,158,703,214</b></u>	<u><b>\$ 1,097,939,665</b></u>

**15. Property Tax Levies**

In addition to its own tax levies, the City is required to levy taxes on behalf of various other taxing authorities. These include the provincial government for local school taxes, incorporated dyking districts located within the City and, organizations providing regional services in which the City has become a member. Taxes levied for other agencies are not included in City revenues. Total tax levies were comprised as follows:

	<u>2018</u>	<u>2018 Budget</u>	<u>2017</u>
<b>Municipal Tax Levies</b>	<b>\$ 85,645,660</b>	<b>\$ 85,708,027</b>	<b>\$ 81,729,003</b>
<b>Levies for other authorities</b>			
School taxes	36,281,590	34,049,403	34,552,104
Greater Vancouver Transit Authority	6,139,075	5,683,482	5,622,711
British Columbia Assessment	1,074,697	974,094	995,188
Greater Vancouver Regional District	1,131,973	937,942	958,555
Dyking Districts	648,834	523,716	616,936
Municipal Finance Authority	<u>5,052</u>	<u>3,448</u>	<u>4,328</u>
<b>Total Collections for Others</b>	<u><b>45,281,221</b></u>	<u><b>42,172,085</b></u>	<u><b>42,749,822</b></u>
<b>Total Tax Levies</b>	<u><b>\$ 130,926,881</b></u>	<u><b>\$ 127,880,112</b></u>	<u><b>\$ 124,478,825</b></u>

**16. Government Transfers**

Government transfers recognized during the year were comprised of the following:

	<u>2018</u>		<u>2017</u>	
	Capital	Operating	Capital	Operating
Federal Gov't	\$ 252,368	\$ 300,941	\$ 136,508	\$ 353,137
Provincial Gov't	1,877,731	1,336,511	186,465	1,293,903
TransLink	176,370	790,717	116,794	1,092,910
Other	64,975	62,524	176,932	77,882
<b>Total</b>	<b>\$ <u>2,371,444</u></b>	<b>\$ <u>2,490,693</u></b>	<b>\$ <u>616,699</u></b>	<b>\$ <u>2,817,832</u></b>

**17. Budget**

Budget amounts represent the Financial Plan Bylaw adopted by Council on May 8, 2018. The Financial Plan anticipated use of surpluses accumulated in previous years to balance against current year expenditures in excess of current year revenues.

The following shows how these amounts were combined:

	<b>Financial Plan Bylaw</b>	<b>Financial Statement Budget</b>
<b>Revenue</b>		
Taxation	\$ 85,708,027	\$ 85,708,027
User fees and other revenue	42,042,952	42,042,952
Other	60,451,463	60,451,463
Contributed subdivision infrastructure	20,000,000	20,000,000
<b>Total Revenue</b>	<b><u>208,202,442</u></b>	<b><u>208,202,442</u></b>
<b>Expenses</b>		
Protective services	41,638,521	41,638,521
Transportation services	21,485,306	21,485,306
Recreation and cultural	22,947,392	22,947,392
Water utility	15,005,613	15,005,613
Sewer utility	12,659,702	12,659,702
General Government	18,449,276	18,449,276
Planning, public health and other	6,686,728	6,686,728
<b>Total expenses</b>	<b><u>138,872,538</u></b>	<b><u>138,872,538</u></b>
<b>Annual Surplus</b>	<b>\$ <u>69,329,904</u></b>	<b>\$ <u>69,329,904</u></b>
Less:		
Capital expenditures	192,854,157	
Debt repayment	3,705,844	
Add:		
Interfund transfers	62,913,234	
Amortization	19,780,000	
Borrowing proceeds	44,536,863	
	<b>\$ <u>-</u></b>	

## 18. Expenses and Expenditures by Object

	Capital		2018 Total	2018 Budget	2017 Total
	Operations	Acquisitions			
Goods and services	\$ 57,454,958	\$ 43,785,048	\$ 101,240,006	\$ 243,935,569	\$ 78,209,829
Wages and salaries	42,182,171	1,028,201	43,210,372	45,463,931	43,388,499
Interest	<u>1,612,938</u>	<u>-</u>	<u>1,612,938</u>	<u>2,547,209</u>	<u>1,720,537</u>
Total	101,250,067	44,813,249	146,063,316	291,946,709	123,318,865
Amortization expenses	21,168,109	-	21,168,109	19,780,000	20,585,216
Contributed tangible capital assets	<u>-</u>	<u>29,727,691</u>	<u>29,727,691</u>	<u>20,000,000</u>	<u>16,725,863</u>
Total Expenses and Expenditures	<u>\$ 122,418,176</u>	<u>\$ 74,540,940</u>	<u>\$ 196,959,116</u>	<u>\$ 331,726,709</u>	<u>\$ 160,629,944</u>

## 19. Contractual Rights

### (a) Contributed Tangible Capital Assets

There are a number of development projects in progress throughout the City where there is a requirement for the developer to provide infrastructure to the City such as roads, sewers, sidewalks and street lighting. The fair value of the infrastructure is recognized as "contributed tangible capital assets" revenue in these consolidated financial statements when the City accepts responsibility for the infrastructure. Fair value will be determined at the time the assets are recognized.

### (b) Land Sale

The City has entered into an agreement that will result in the phased sale of certain City lands. The City expects title to part of the lands to transfer to the purchaser in 2019 and the balance in 2020. Total proceeds of \$4,000,000 will be received as title transfers.

## 20. Pension Plan

The employer and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2017, the plan has about 197,000 active members and approximately 95,000 retired members. Active members include approximately 39,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as of December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. As a result of the 2015 basic account actuarial valuation surplus and pursuant to the joint trustee agreement, \$1.927 million was transferred to the rate stabilization account and \$297 million of the surplus ensured the required contribution rates remained unchanged.

The City of Maple Ridge paid **\$3,390,825** (2017 \$3,436,295) for employer contributions while employees contributed **\$2,810,502** (2017 \$2,817,284) to the plan in fiscal 2018.

The next valuation will be as at December 31, 2018, with results available in 2019.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

## **21. Segmented Information**

The City is a diversified municipal government entity in the province of British Columbia that provides a wide range of services to its citizens. Municipal services have been segmented by grouping activities that have similar service objectives (by function) and separately disclosed in the segment report. Where certain activities cannot be attributed to a specific segment they have been reported as unallocated. The segments and the services they provide are as follows:

### **Protective Services**

Protective Services is comprised of the Ridge Meadows RCMP detachment, the Maple Ridge Fire Department, bylaw enforcement, inspection services and emergency services. Services provided by the segment are focused on protecting the citizens of Maple Ridge.

### **Transportation Services**

Transportation Services is comprised of Engineering, Operations, Drainage and Roads. Services provided by the segment include the construction and maintenance of transportation related infrastructure.

### **Recreation and Cultural**

Recreation and cultural services provides library services, access to recreation facilities and maintains and operates City parks.

### **Water Utility**

The Water Utility, in conjunction with Metro Vancouver, provides safe, clean, reliable water to the residents and businesses of the City of Maple Ridge.

### **Sewer Utility**

The Sewer Utility collects waste water and transports it to treatment plants operated by Metro Vancouver in addition to maintaining the sanitary sewer infrastructure.

### **General Government**

General Government provides administrative, legislative and support services for the City. Functions include financial planning and reporting, information technology, economic development and communications.

### **Planning, Public Health and Other**

This segment is comprised of Planning, Recycling, Cemetery and Social Planning. Activities include land use guidelines, development of the City's official community plan, management of the recycling contract and improving the social well-being of the community.

### **Unallocated**

Unallocated includes revenues that cannot be directly attributed to the activities of an identified functional segment.

## Consolidated Report of Segmented Revenue and Expenses

For the year ended December 31, 2018

	Protective Services	Transportation Services	Recreation and Cultural	Water Utility	Sewer Utility
<b>Revenue</b>					
Tax revenue	\$ -	\$ -	\$ -	\$ 137,361	\$ 930,720
Other revenues	5,653,157	713,830	2,380,903	17,325,475	10,372,738
Government transfers	98,964	2,974,378	446,996	-	(33,455)
Development revenue	11,626	3,954,011	4,470,332	6,762,719	241,912
Interest and investment income	-	-	-	-	-
Gaming Revenues					
Refinancing & asset disposal gain(loss)	(35,049)	(488,126)	(49,026)	(195,739)	(955,394)
Contributed infrastructure	<u>-</u>	<u>17,205,804</u>	<u>4,905,240</u>	<u>2,085,378</u>	<u>5,531,269</u>
<b>Total Revenue</b>	<b>5,728,698</b>	<b>24,359,897</b>	<b>12,154,445</b>	<b>26,115,194</b>	<b>16,087,790</b>
<b>Expenses</b>					
Operating:					
Goods and services	20,322,507	2,898,095	8,600,731	10,038,281	8,415,472
Labour	15,754,262	5,647,266	7,174,115	1,528,836	654,537
Debt Servicing	<u>10,947</u>	<u>-</u>	<u>787,719</u>	<u>-</u>	<u>-</u>
Sub total	36,087,716	8,545,361	16,562,565	11,567,117	9,070,009
Amortization	<u>1,371,039</u>	<u>10,900,221</u>	<u>2,191,875</u>	<u>2,220,036</u>	<u>2,618,955</u>
<b>Total Expenses</b>	<b><u>37,458,755</u></b>	<b><u>19,445,582</u></b>	<b><u>18,754,440</u></b>	<b><u>13,787,153</u></b>	<b><u>11,688,964</u></b>
<b>Excess (deficiency) of revenue over expenses</b>	<b>\$ <u>(31,730,057)</u></b>	<b>\$ <u>4,914,315</u></b>	<b>\$ <u>(6,599,995)</u></b>	<b>\$ <u>12,328,041</u></b>	<b>\$ <u>4,398,826</u></b>

General Government	Commercial Tower	Planning Public Health & Other	Unallocated	Total 2018 Actual	Total Budget	Total 2017 Actual
\$ -	\$ -	\$ 2,086,764	\$ 82,490,815	\$ 85,645,660	\$ 85,708,027	\$ 81,729,003
1,771,562	1,595,753	2,452,945	-	42,266,363	42,042,952	42,409,361
926,680	-	448,574	-	4,862,137	10,376,782	3,434,531
271,409	-	75,613	-	15,787,622	44,958,943	8,155,007
-	-	-	4,581,311	4,581,311	2,132,988	3,182,894
-	-	-	1,781,613	1,781,613	1,400,000	1,561,090
(211,639)	-	1,059	463,241	(1,470,673)	1,582,750	(807,330)
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>29,727,691</u>	<u>20,000,000</u>	<u>16,725,863</u>
2,758,012	1,595,753	5,064,955	89,316,980	183,181,724	208,202,442	156,390,419
3,592,479	566,812	3,020,581	-	57,454,958	71,081,398	57,540,668
8,649,951	-	2,773,204	-	42,182,171	45,463,931	42,506,084
<u>253,131</u>	<u>509,112</u>	<u>52,029</u>	<u>-</u>	<u>1,612,938</u>	<u>2,547,209</u>	<u>1,720,537</u>
12,495,561	1,075,924	5,845,814	-	101,250,067	119,092,538	101,767,289
<u>1,681,113</u>	<u>-</u>	<u>184,870</u>	<u>-</u>	<u>21,168,109</u>	<u>19,780,000</u>	<u>20,585,216</u>
<u>14,176,674</u>	<u>1,075,924</u>	<u>6,030,684</u>	<u>-</u>	<u>122,418,176</u>	<u>138,872,538</u>	<u>122,352,505</u>
\$ <u>(11,418,662)</u>	\$ <u>519,829</u>	\$ <u>(965,729)</u>	\$ <u>89,316,980</u>	\$ <u>60,763,548</u>	\$ <u>69,329,904</u>	\$ <u>34,037,914</u>

## Schedule of Change in Operating Accumulated Surplus

For the year ended December 31, 2018

	Actual 2018	Budget 2018	Actual 2017
<b>Revenue</b>			
Taxes for municipal purposes	\$ 85,645,660	\$ 85,708,027	\$ 81,729,003
User fees and other revenues	42,266,363	42,042,952	42,409,361
Government transfers	2,490,693	2,874,996	2,817,832
Development Revenue	949,219	(5,139,894)	612,917
Interest and investment income	3,373,244	1,587,988	2,334,227
Gaming revenues	1,781,613	1,400,000	1,561,090
Refinancing and other gains	<u>1,766,211</u>	<u>1,582,750</u>	<u>1,861,363</u>
	<b>138,273,003</b>	<b>130,056,819</b>	<b>133,325,793</b>
<b>Expenses</b>			
Protective services	36,087,716	40,288,521	36,729,698
Transportation services	8,545,361	11,525,306	9,044,403
Recreation and cultural	16,562,565	20,737,392	17,526,934
Water utilities	11,567,117	12,985,613	11,193,201
Sewer utilities	9,070,009	10,269,702	8,254,257
General government	13,571,485	16,859,276	13,422,981
Public and environmental health	<u>5,845,814</u>	<u>6,426,728</u>	<u>5,595,815</u>
	<b>101,250,067</b>	<b>119,092,538</b>	<b>101,767,289</b>
<b>Annual Surplus</b>	<b>37,022,936</b>	<b>10,964,281</b>	<b>31,558,504</b>
<b>Internal transfers</b>			
Transfers to capital funds	(6,041,110)	(13,934,852)	(6,317,213)
Transfers to reserves	<u>(29,346,232)</u>	<u>(5,581,927)</u>	<u>(22,179,779)</u>
Increase (decrease) in operating accumulated surplus	1,635,595	(8,552,498)	3,061,512
<b>Operating accumulated surplus-beginning of year</b>	<u>31,787,778</u>	<u>31,787,778</u>	<u>28,726,266</u>
<b>Operating accumulated surplus-end of year (Note 14)</b>	<b>\$ <u>33,423,372</u></b>	<b>\$ <u>23,235,280</u></b>	<b>\$ <u>31,787,778</u></b>

## Schedule 2

**Schedule of Change in Capital Funds**  
For the year ended December 31, 2018

	Actual 2018	Budget 2018	Actual 2017
<b>Revenue</b>			
Subdivision infrastructure contributions	\$ 29,727,691	\$ 20,000,000	\$ 16,725,863
Government transfers	2,371,444	7,501,786	616,699
Development fees	13,680,732	47,134,032	7,412,371
Other capital contributions	1,157,672	2,964,805	129,719
Disposal of assets	<u>(3,236,884)</u>	<u>-</u>	<u>(2,668,693)</u>
Total Revenue	43,700,655	77,600,623	22,215,959
<b>Expenses</b>			
Amortization	<u>21,168,109</u>	<u>19,780,000</u>	<u>20,585,216</u>
Total Expenses	21,168,109	19,780,000	20,585,216
<b>Annual Surplus</b>	22,532,546	57,820,623	1,630,743
<b>Internal Transfers</b>			
Transfers from revenue funds	6,041,110	13,934,852	6,317,213
Transfers from reserves	<u>23,975,842</u>	<u>66,837,678</u>	<u>10,013,587</u>
<b>Increase in capital funds</b>	52,549,498	138,593,153	17,961,543
<b>Capital funds - beginning of the year</b>	<u>968,496,294</u>	<u>968,496,294</u>	<u>950,534,751</u>
<b>Capital funds - end of the year (Note 14)</b>	\$ <u>1,021,045,792</u>	\$ <u>1,107,089,447</u>	\$ <u>968,496,294</u>

### Schedule of Change in Reserves

For the year ended December 31, 2018

	Actual 2018	Budget 2018	Actual 2017
<b>Revenue and Transfers</b>			
Revenue			
Interest and investment income	\$ 1,208,067	\$ 545,000	\$ 848,667
<b>Add (less)</b>			
Internal transfers			
Transfers from revenue funds	29,346,232	5,581,927	22,179,779
Transfers to capital funds	<u>(23,975,842)</u>	<u>(66,837,678)</u>	<u>(10,013,587)</u>
<b>Increase (decrease) in Reserved Accumulated Surplus</b>	<b>6,578,457</b>	<b>(60,710,751)</b>	<b>13,014,859</b>
<b>Reserved Accumulated Surplus - Beginning of the Year</b>	<u>97,655,593</u>	<u>97,655,593</u>	<u>84,640,735</u>
<b>Reserved Accumulated Surplus - End of Year (Note 14)</b>	<u>\$ 104,234,050</u>	<u>\$ 36,944,842</u>	<u>\$ 97,655,593</u>

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### Continuity Schedule of Debenture Debt

For the Year Ended December 31, 2018

	Date of Issue/Maturity	Bylaw/MFA	Function/Purpose	Interest Rate
<b>Long Term Debts</b>				
	Apr 2005/2027	6246/93	Recreation/Downtown Civic Properties	5.7 %
	Apr 2005/2027	6246/93	General Government/Downtown Office Complex	5.7 %
	Dec 2006/2026	6246/99	General Government/Downtown Office Complex	5.0 %
	Oct 2012/2027	6560/121	Protective Services/Animal Shelter	2.9 %
	Oct 2012/2037	6559/121	Public Health/Cemetery Expansion	2.9 %
	Oct 2012/2037	6679/121	Public Health/Cemetery Expansion	2.9 %
			Subtotal	
<b>LESS:</b>				
<b>Sinking Funds</b>				
	Dec 2006/2026	6246/99	General Government/Downtown Office Complex	5.0 %
	Oct 2012/2027	6560/121	Protective Services/Animal Shelter	2.9 %
	Oct 2012/2037	6559/121	Public Health/Cemetery Expansion	2.9 %
	Oct 2012/2037	6679/121	Public Health/Cemetery Expansion	2.9 %
			Subtotal	
<b>Net Amount</b>				

Dec 31, 2017 Balance Outstanding	New Debt Issued During the year	Principal/ Sinking Fund Payments	Sinking Fund Earnings	2018 Balance Outstanding	Interest Paid/ Earned For The Year
\$ 14,957,815	\$ -	\$ 1,315,433	\$ -	\$ 13,642,382	\$ 787,720
2,074,345	-	182,409	-	1,891,936	109,231
16,300,000	-	-	-	16,300,000	811,142
625,000	-	-	-	625,000	18,075
1,520,000	-	-	-	1,520,000	43,959
<u>700,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>700,000</u>	<u>20,244</u>
36,177,160	-	1,497,842	-	34,679,318	1,790,371
7,441,254	-	547,382	302,029	8,290,665	302,029
170,691	-	31,213	7,129	209,033	7,129
199,591	-	36,498	8,336	244,425	8,336
<u>91,917</u>	<u>-</u>	<u>16,808</u>	<u>3,839</u>	<u>112,564</u>	<u>3,839</u>
7,903,453	-	631,901	321,333	8,856,687	321,333
<u>\$ 28,273,707</u>	<u>\$ -</u>	<u>\$ 2,129,743</u>	<u>\$ 321,333</u>	<u>\$ 25,822,631</u>	<u>\$ 1,469,038</u>

**Schedule of Tangible Capital Assets**  
For the year ended December 31, 2018

	Land <sup>2</sup>	Building	Transportation Network	Storm System
<b>Historical Cost <sup>1</sup></b>				
Opening cost	\$ 226,003,706	\$ 93,136,418	\$ 338,637,087	\$ 269,115,241
Additions	8,683,358	7,357,354	14,701,053	12,496,463
Disposals	<u>-</u>	<u>(439,255)</u>	<u>(1,568,641)</u>	<u>(152,939)</u>
	234,687,064	100,054,517	351,769,499	281,458,765
<b>Accumulated Amortization</b>				
Opening balance	-	48,995,252	119,702,606	62,363,679
Amortization expense	-	2,649,485	6,588,267	3,753,290
Effect of disposals	<u>-</u>	<u>(258,943)</u>	<u>(1,199,476)</u>	<u>(36,205)</u>
	<u>-</u>	<u>51,385,794</u>	<u>125,091,397</u>	<u>66,080,764</u>
<b>Net Book Value as at December 31, 2018</b>	<u>\$ 234,687,064</u>	<u>\$ 48,668,723</u>	<u>\$ 226,678,102</u>	<u>\$ 215,378,001</u>
Net Book Value as at December 31, 2017	\$ 226,003,707	\$ 44,141,165	\$ 218,934,481	\$ 206,751,562

<sup>1</sup> Historical cost includes work in progress at December 31, 2018 of **\$28,815,386** (\$5,004,065 for 2017) comprised of: Land \$49,572 (\$34,081 for 2017); Buildings \$7,420,131 (\$771,438 for 2017); Transportation network \$8,780,007 (\$987,757 for 2017); Storm system \$39,145 (\$1,479 for 2017); Fleet and equipment \$152,645 (\$32,836 for 2017); Technology \$72,607 (\$27,900 for 2017); Water system \$9,619,524 (\$1,355,848 for 2017); Sanitary system \$626,208 (\$238,912 for 2017); and Other \$2,055,548 (\$1,553,814 for 2017). Work in progress is not amortized.

<sup>2</sup> Additions to land are net of \$-Nil (\$-Nil for 2016) of land reclassified to inventory available for sale.

<sup>3</sup> "Other" at net book value includes Furniture and Fixtures at \$574,211 (\$561,343 for 2017) and structures at \$23,269,078 (\$16,168,739 for 2017)

<u>Fleet and Equipment</u>	<u>Technology</u>	<u>Water System</u>	<u>Sanitary System</u>	<u>Other<sup>3</sup></u>	<u>Total</u>
\$ 29,223,658	\$ 11,468,318	\$ 151,414,708	\$ 174,716,785	\$ 33,000,412	\$ 1,326,716,331
3,566,003	1,341,171	11,986,589	6,294,102	8,114,844	74,540,937
<u>(988,724)</u>	<u>(750,627)</u>	<u>(383,543)</u>	<u>(1,228,982)</u>	<u>(774,730)</u>	<u>(6,287,441)</u>
31,800,937	12,058,862	163,017,754	179,781,905	40,340,526	1,394,969,827
14,543,444	6,951,852	35,213,463	46,530,480	16,270,331	350,571,107
1,612,567	925,055	2,115,772	2,579,591	944,082	21,168,109
<u>(831,423)</u>	<u>(709,619)</u>	<u>(180,804)</u>	<u>(236,422)</u>	<u>(717,174)</u>	<u>(4,170,066)</u>
<u>15,324,588</u>	<u>7,167,288</u>	<u>37,148,431</u>	<u>48,873,649</u>	<u>16,497,239</u>	<u>367,569,150</u>
<u>\$ 16,476,349</u>	<u>\$ 4,891,574</u>	<u>\$ 125,869,323</u>	<u>\$ 130,908,256</u>	<u>\$ 23,843,287</u>	<u>\$ 1,027,400,677</u>
\$ 14,680,214	\$ 4,516,466	\$ 116,201,245	\$ 128,186,305	\$ 16,730,083	\$ 976,145,226

### Continuity Schedule of Reserves

For the year ended December 31, 2018

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Interest</u> <u>Allocated</u>
<b>Reserve Funds</b>		
Local Improvements	\$ 2,583,883	\$ 25,170
Equipment Replacement	15,955,119	286,809
Capital Works	11,286,556	184,023
Fire Department Capital Acquisition	9,848,751	184,284
Sanitary Sewer	1,657,981	27,975
Land	<u>307,113</u>	<u>5,513</u>
<b>Total Reserve Funds</b>	41,639,403	713,774
<b>Reserve Accounts</b>		
Specific Projects - Capital	10,931,005	-
Specific Projects - Operating	7,966,840	-
Self Insurance	876,550	17,225
Police Services	7,514,810	133,526
Core Development	1,983,902	36,652
Recycling	2,570,240	49,662
Community Safety Initiatives	-	-
Building Inspections	3,333,243	59,835
Gravel Extraction	797,583	14,530
Community Works (Gas Tax)	257,440	-
Facility Maintenance	2,883,355	62,673
Snow Removal	850,061	-
Park & Recreation Improvements	-	-
Cemetery Maintenance	243,486	-
Infrastructure Sustainability (Town Centre Buildings)	475,738	-
Infrastructure Sustainability (Road Network)	2,570,378	57,736
Infrastructure Sustainability (Drainage)	1,491,014	31,689
Drainage Improvements	1,135,223	27,445
Critical Infrastructure	195,927	3,320
Infrastructure Grants Contribution	3,557	-
Gaming Revenues	2,042,880	-
Self Insurance (sewer utility)	147,881	-
Self Insurance (water utility)	126,236	-
Specific Projects (sewer utility)	3,079,749	-
Specific Projects (water utility)	<u>4,539,092</u>	<u>-</u>
<b>Total Reserve Accounts</b>	<u>56,016,190</u>	<u>494,293</u>
<b>Total Reserves</b>	<u>\$ 97,655,593</u>	<u>\$ 1,208,067</u>

<u>Transfers Revenue Funds</u>	<u>Transfers Capital Funds</u>	<u>Balance Dec 31, 2018</u>
\$ -	\$ -	\$ 2,609,053
3,096,652	(3,395,413)	15,943,167
4,568,410	(7,245,887)	8,793,102
1,613,452	(1,261,064)	10,385,423
-	(159,177)	1,526,779
-	-	<u>312,626</u>
<u>9,278,514</u>	<u>(12,061,541)</u>	39,570,150
2,975,112	(2,208,871)	11,697,246
(1,879,431)	(70,000)	6,017,409
(10,311)	-	883,464
1,952,287	(56,017)	9,544,606
213,615	(227,124)	2,007,045
388,247	(46,574)	2,961,575
1,600,000	-	1,600,000
-	-	3,393,078
(2,087)	-	810,026
293,940	(149,858)	401,522
534,853	(1,638,954)	1,841,927
-	-	850,061
1,943,482	-	1,943,482
(13,389)	(18,207)	211,890
83,636	(65,554)	493,820
3,333,548	(2,999,967)	2,961,695
792,989	(671,669)	1,644,023
1,118,034	(617,687)	1,663,015
-	(68,176)	131,071
(3,557)	-	-
823,672	(731,504)	2,135,048
6,504	-	154,385
6,504	-	132,740
2,432,879	(325,308)	5,187,320
<u>3,477,191</u>	<u>(2,018,831)</u>	<u>5,997,452</u>
<u>20,067,718</u>	<u>(11,914,301)</u>	<u>64,663,900</u>
<u>\$ 29,346,232</u>	<u>\$ (23,975,842)</u>	<u>\$ 104,234,050</u>

**City of Maple Ridge  
Financial Information Act**

**Schedule of Guarantee and Indemnity Agreements  
for 2018**

"This organization has no guarantees or indemnities under the Guarantees and Indemnities Regulation."

**City of Maple Ridge  
Financial Information Act**

**Schedule Showing the Remuneration and Expenses  
Paid to or on Behalf of Each Employee  
for 2018**

**1 Elected Officials**

Name	Position	Remuneration	Benefits	Expenses
Bell, Corisa	Councillor	\$ 38,531.17	\$ 7,635.90	\$ 4,952.07
Dueck, Judy	Councillor	4,614.07	524.29	161.85
Duncan, Kiersten	Councillor	44,022.52	6,900.59	2,914.57
Masse, Robert	Councillor	38,923.74	6,274.92	20.00
Meadus, Chelsa	Councillor	4,614.07	688.55	161.85
Morden, Mike	Mayor	11,548.96	862.39	161.85
Read, Nicole	Mayor	91,441.70	9,779.37	671.37
Robson, Gordy	Councillor	45,952.82	5,279.65	298.37
Shymkiw, Tyler	Councillor	39,722.01	8,108.12	159.22
Speirs, Craig	Councillor	39,718.11	1,263.90	6,337.86
Svendsen, Ryan	Councillor	4,614.07	159.31	101.85
Yousef, Ahmed	Councillor	4,614.07	688.55	161.85
Total All Elected Officials		\$ 368,317.31	\$ 48,165.54	\$ 16,102.71

**2 Employees**

Name	Job Title	Remuneration	Expenses
Alijani, Arash	Site Grading Technologist	76,754.39	-
Andre, Colin	Network Analyst	84,242.93	529.60
Armour, Douglas	Assistant Fire Chief - Prevention & Operations	* 142,318.24	1,383.95
Armstrong, Fred	Manager of Corporate Communications	* 125,093.90	626.67
Baird, Kathryn	Coordinator - Volunteer & Special Events	80,180.13	1,813.42
Balatti, Christa	Manager of Health and Wellness	* 120,405.13	3,292.73
Barrett, Kevin	Fire Fighter	124,287.35	-
Baski, Michelle	Planner 2	92,383.01	382.71
Baski, Sebastian	Fire Fighter	113,359.07	-
Bayley, Christopher	Fire Captain	133,059.05	-
Bean, Joshua	Fire Fighter	115,604.98	-
Benson, Laura	Director of Corporate Administration	* 129,640.63	4,533.12
Bevilacqua, Jim	Fire Captain	142,284.58	-
Bhandari, Anita	Manager of Health Safety and Employee Development	* 121,351.06	2,600.83
Billard, Aaron	Parks Operation Supervisor-Horticulture Arboriculture Sports Field	83,537.21	943.25
Bitcon, Stan	Supervisor 2 Engineering Operations	80,759.77	705.16
Boag, David	Director of Parks & Facilities	* 159,686.11	541.89
Boehmer, Jeffrey	Manager of Construction and Design	* 133,916.11	1,503.65
Bonderud, Edward	Fire Fighter	100,020.42	120.00
Bonifazi, Marco	Fire Fighter	106,965.01	-
Bruce, Robert	Fire Fighter	109,650.17	-
Brummer, Russell	Manager of Business Operations	* 92,750.69	514.82
Carmichael, Rhys	Fire Fighter	102,403.07	-
Carter, Christine	Director of Planning	* 160,356.09	1,465.10
Chan, Chee F.	Planner 1	84,231.01	526.86
Christensen, Robert	Fire Captain	134,789.04	150.00
Christiansen, Mark	Tradesperson 2 - Carpenter	78,881.20	531.05
Christianson, Paula	Supervisor 2 Horticulture	75,369.20	1,052.64
Chui, Yvonne	Recreation Manager of Arts & Community Connections	* 119,992.90	2,755.33
Cillis, Paul	Engineering Inspector 3	88,093.00	831.57
Clelland, James	Assistant Fire Chief - Prevention & Emergency Program	118,739.14	562.65
Collard, Shaun	Fire Fighter	102,861.62	-
Collette, Michelle	Environmental Technician	76,009.50	2,008.29
Cooke, David	Manager of Business Solutions	* 115,097.99	2,962.19
Cooper, Wendy A.	Senior Planning Technician	82,579.34	526.86
Cote, Glen	Supervisor 2 Turf	75,382.88	839.38
Cote-Rolvink, Stephen	Chief Building Officer	* 141,804.77	2,725.10
Cotroneo, Tony	Recreation Manager of Youth and Neighbourhood Services	* ** 120,298.83	2,607.70
Cotter, Steve	Fire Fighter	107,458.91	-
Crabtree, Christina	Chief Information Officer	* 150,808.19	2,441.53
Cramb, Donald B.	Senior Recreation Manager	* ** 150,116.57	515.67
Crapo, Ryan	Tradesperson 2 Electrical	88,764.27	785.82
Cummings, Travis	Fire Fighter	102,115.85	-
Dale, Cindy	Executive Assistant	* 80,484.49	22.28
Davis, Craig	Fire Fighter	122,005.78	-
Davis, Jeffery	Fire Fighter	107,712.20	350.19
Delmonico, Jordan	Fire Fighter	99,395.63	-
Denton, Darrell	Property & Risk Manager	* 111,663.07	946.41

Prepared under the Financial Information Regulation, Schedule 1, Section 1 (1) (e) and Section 6 (2) (a-d), (3) and (6)

**City of Maple Ridge  
Financial Information Act**

**Schedule Showing the Remuneration and Expenses  
Paid to or on Behalf of Each Employee  
for 2018**

Dingwall, William J.	Manager of Utility Engineering	*	134,066.13	-
Dipalo, David J.	Tradesperson 2 - Mechanic		79,765.40	28.00
Dorrell, Robert	Trades Supervisor		95,670.02	67.00
Douglas, Ana	Payroll Coordinator	*	78,926.48	55.63
Dyer, Robert	Trades Inspector		82,646.46	2,210.55
East, Robert	Tradesperson 2 - Carpenter		78,953.21	582.14
Elliott, Brent	Manager of Community Planning	*	134,573.89	2,911.51
Eng, Michael	Traffic & Transportation Technician		90,749.19	2,114.45
Ettinger, Glenn	Fire Fighter		119,657.81	48.00
Exner, Howard	Fire Chief	*	153,677.77	2,588.84
Forsyth, Janice	Coordinator - Aquatics		81,180.93	1,928.55
Foster, Mary	Fire Lieutenant		113,044.53	-
Franklin, Steven	Fire Captain		130,259.30	30.00
Frederick, Petra	Coordinator - Leisure Access		79,873.60	543.71
Friesen, Jesse	Fire Fighter		106,915.94	200.00
Galling, Bruce	Electronics Technician		78,104.82	1,013.49
Gaudette, Christopher	Fire Fighter		103,748.65	115.00
Gill, Paul	Chief Administrative Officer	* **	275,136.93	5,987.65
Gjaltema, Michael	Manager of Electro Mechanical	*	110,079.78	1,045.00
Glasgow, Ian	Fire Fighter		80,961.29	-
Goddard, Charles	Manager of Development & Environmental Services	*	146,703.48	750.75
Gordon, Thomas	Engineering Technologist 1		79,209.90	345.00
Gratzer, Franz	Supervisor 3 Engineering Operations		93,083.53	3,334.33
Grochowich, Amanda R.	Planner 1		82,183.91	943.14
Guerra, Maria	Senior Project Engineer	*	121,233.31	3,516.16
Guy, Ronald	Engineering Inspector 3		86,868.00	911.76
Hall, Diane	Planner 2		98,108.47	526.86
Hampton, Warren	Fire Fighter		104,634.88	28.00
Hansen, Damon	Fire Fighter		101,968.39	350.19
Harcus, David	Fire Captain		131,199.82	-
Haydu, John	Fire Fighter		128,804.80	110.00
Hewson, Glen	Trades Inspector		87,664.05	945.22
Honarmand, Shahrzad	Engineering Technologist - Projects		80,478.21	1,212.73
Hopper, Clinton	Fire Fighter		108,353.00	-
Howe, Steven	Fire Fighter		96,588.20	-
Irani, Purvez	Manager of Transportation	*	76,791.60	611.53
Irwin, George	Supervisor Mapping and Drafting		86,089.15	-
Jonat, Cameron	Fire Fighter		115,420.90	9.64
Jones, Maureen	Senior Manager of Police Services	* **	128,914.51	641.67
Juurakko, Timo	Assistant Fire Chief - Community and Admin Services	*	146,339.55	902.42
Kabanov, Andrey	Fire Fighter		105,691.56	115.00
Kane, Sian	Coordinator - Licences and Permits		87,327.26	571.03
Kelleher, Jonathan T.	Fire Fighter		93,018.01	-
Kelly, Paul	Electrical Inspector 1		90,562.54	677.96
King, Frances	Director of Human Resources	*	170,614.91	2,062.24
Kopystynski, Adrian	Planner 2		103,240.67	1,026.98
Kovach, Natalie	Business Systems Analyst		95,459.48	513.05
Lackner, Andrew	Engineering Technologist - Projects		84,180.78	2,376.33
Lane, Kelly	Building Inspector 1		78,469.70	1,343.33
L'Arrivee, Michael	Building Inspector 1		96,771.48	2,913.95
Laxton, Shannon	Accountant 3		79,209.91	1,655.95
Lee, Chin-Kuan	Manager of Revenue & Collections		99,019.32	1,244.53
Lee, Joo Young	Business Systems Analyst		89,899.94	546.40
Livingstone, Bruce	Business Retention & Expansion Officer		83,370.80	2,993.98
Lowe, Derek A.	Fire Fighter		76,716.58	9.63
Macdonald, Robert	Fire Fighter		106,252.56	28.00
MacNair, Robin	Senior Advisor Bylaw & Licencing Services	*	100,614.93	435.06
Mah, Edwin	Building Inspector 1		95,389.05	1,641.95
Marfleet, William	Fire Fighter		98,614.41	-
Matthewson-Schober, Shawn	Social Planning Analyst	**	79,707.38	-
McAusland, Andrew S.	Facilities Operations Supervisor		84,089.56	574.08
McCurry, Aaron	Supervisor 2 Engineering Operations		91,938.03	644.57
McDougall, Malcolm	Parks Operation Supervisor-Horticulture Arborculture Sports Field		83,660.36	3,612.71
McIntosh, Nicolas A.	Tradesperson 2 Electrical		79,038.53	550.51
McKee, Christopher J.	Fire Lieutenant		121,582.55	-
McLeod, Kirk	Engineering Inspector 2		80,926.00	1,430.39
Melvin, Paula	Executive Assitant - RCMP	*	75,025.28	256.80
Messam, Brent R.	Engineering Technologist 1		91,171.26	3,484.51
Michaud, Dayne C.	Fire Fighter		96,759.24	-
Middleton, Christopher	Tradesperson 2 - Mechanic		81,923.05	110.00

**City of Maple Ridge  
Financial Information Act**

**Schedule Showing the Remuneration and Expenses  
Paid to or on Behalf of Each Employee  
for 2018**

Mikes, Daniela	Manager of Procurement	*	119,992.90	5,447.56
Millward, Michael	Facilities Operations Manager	*	125,260.12	1,445.72
Moerman, Andrew	Electrical Inspector 1		92,435.90	293.44
Moore, Kelly	Fire Captain		129,434.64	29.64
Morin, Eric	Engineering Technologist 1		78,511.51	1,084.51
Myers, Mikaela	Marketing and Communications Coordinator		82,068.35	1,572.30
Nagra, Dhaminder	Human Resources Advisor	*	89,494.20	571.60
Naim, Cale	Tradesperson 2 Electrical		85,028.71	597.00
Narayan, Sureshwar	Senior Analyst Programmer		104,118.50	5,175.06
Neufeld, Chad	Park Planning Technician		80,722.00	1,195.48
Nikula, Matthew	Fire Fighter		109,655.91	-
Nolan, Catherine	Corporate Controller	*	139,367.05	2,618.66
Ogilvie, Ralph	Fire Fighter		102,642.56	-
Oleschak, Walter	Superintendent Roads and Fleet	*	128,489.16	4,214.65
Ollenberger, Rachel M.	Engineering Technologist 1		88,199.97	345.00
Ozeroff, William	Manager of Permit Services	*	92,163.04	2,828.37
Patel, Brian	Coordinator - Core Area		82,113.56	780.98
Perkin, Kevin	Fire Captain		117,400.75	125.00
Pollock, David	Municipal Engineer	*	160,956.44	2,984.51
Pope, Danielle	Director of Recreation	*	130,297.25	2,530.48
Porter, Gary	Fire Training Officer		142,518.24	1,827.01
Pym, Mike	Environmental Planner 1		84,791.01	1,168.98
Quinn, Frank	General Manager, Public Works & Dev Serv.	* **	319,868.58	1,727.67
Ramsay, Devin	Fire Fighter		108,308.31	20.00
Ramsay, Robert	Fire Captain		133,444.62	-
Richmond, Valoree	Manager of Parks Planning & Operations	*	111,448.53	3,141.70
Rieu, Adam	Planning Technician		76,234.51	2,044.13
Rutledge, Silvia	Revenue and Collection Specialist	* **	143,895.56	-
Salsbury, Scott A.	Superintendent Sewerworks	*	116,199.06	3,588.35
Schmidt, Kristofer	Water Maintenance Worker		80,266.52	70.00
Schramm, Aaron	Supervisor 3 Engineering Operations		89,869.30	598.61
Schurer, Oliver	Business Systems Analyst		101,424.17	581.08
Schwaiger, Harry	Building Inspector 1		78,123.18	625.45
Serediuk, Sean	Manager of Infrastructure and Security Services	**	118,474.06	6,528.65
Seward, Adam	Fire Lieutenant		124,837.94	-
Siracusa, Lino	Director of Economic Development & Civic Properties	*	134,128.97	10,734.71
Stevin, Darlene	Coordinator - Volunteer & Special Events		75,501.84	554.59
Smitton, Mark	Assistant Fire Chief - Fire Prevention & Communications	**	104,054.04	581.76
Snow, Roy	Fire Lieutenant		133,362.60	-
Speers, David	Coordinator - Health & Wellness		79,997.18	3,268.74
Stetin, Velimir	Engineering Technologist - Projects		82,760.56	1,250.23
Stewart, Michael	Fire Fighter		144,424.94	-
Storey, James	Director of Engineering Operations	*	149,825.54	3,922.22
Stott, Rodney	Environmental Planner 2		97,705.30	639.66
Stripp, Mitchell	Supervisor Electrical Mechanical		111,771.69	1,606.05
Swift, Kelly	General Manager, Parks, Recreation & Culture	*	232,624.71	1,244.41
Szostek, Gail	Environmental Coordinator		84,791.00	1,969.17
Taylor, Adam	Fire Fighter		103,909.62	-
Thind, Amandeep	Network Support Specialist		88,895.08	741.84
Thompson, Trevor	Chief Financial Officer	*	129,002.02	4,004.87
Tieu, Tran T.	Mapping & Graphics Technician		78,049.77	527.00
Todd, Thomas	Supervisor 3 Engineering Operations		96,357.92	678.76
Ulrich, Cynthia	Manager of Compensation	* **	108,415.85	982.33
Van Dop, Michael J.	Deputy Fire Chief	*	153,931.42	2,076.23
Vanderjagt, Ryan	Fire Fighter		110,448.82	-
Varcoe, Thomas	Supervisor 2 Engineering Operations		78,169.33	575.96
Veasey, Daryl	Meter Maintenance Worker		75,317.35	300.69
Vellin, George	Tradesperson 2 Mechanic		81,006.12	224.42
Vinje, Brock	Fire Fighter		127,508.93	125.00
Vinje, Bryan	Assistant Fire Chief - Training and Safety	*	139,537.55	9,173.15
Virs, Nicholas	Fire Fighter		100,270.61	-
Walsh, Nichole	Purchasing Supervisor		80,709.03	4,357.31
Wetherill, Michelle	Manager of Human Resources	*	120,496.71	997.09
Wicklund, Everett	Supervisor 2 Engineering Operations		78,711.54	1,366.93
Williamson, Dustin H.	Fire Fighter		86,023.70	57.00
Wilson, Davin	Superintendent of Waterworks	*	113,860.80	3,244.52
Wing, Graham	Fire Fighter		103,318.36	9.64
Zezechuk, Edward	Trades Inspector		82,035.36	1,060.12
Zosiak, Lisa	Planner 2		97,894.27	1,850.47
Subtotal			\$ 20,007,414.04	\$ 225,412.74

Prepared under the Financial Information Regulation, Schedule 1, Section 1 (1) (e) and Section 6 (2) (a-d), (3) and (6)

**City of Maple Ridge  
Financial Information Act**

**Schedule Showing the Remuneration and Expenses  
Paid to or on Behalf of Each Employee  
for 2018**

Consolidated total of employees with remuneration less than \$75,000	15,886,528.15	85,595.79
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Total All Employees	\$ 35,893,942.19	\$ 311,008.53
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**3 Reconciliation**

**Total remuneration**

Elected Officials	368,317.31	1,123,063.87
Other Employees	35,893,942.19	

Subtotal	\$ 36,262,259.50	
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Other reconciling Items

	Employer portion of:				
	CPP		\$	1,123,063.87	
	EI			490,553.20	
	Accruals			(151,134.27)	
	WCB			393,257.81	
	Pension			3,390,825.00	
	Other employer costs (Medical, Dental, etc.)			1,701,546.89	

Wages & Salaries per Consolidated Financial Statements, Annual Report, Page 53	\$ 43,210,372	
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\* Remuneration includes the effect of retroactive settlements.  
\*\* Remuneration includes payment of previously accrued amounts.

**City of Maple Ridge  
Financial Information Act**

**Statement of Severance Agreements for 2018**

There were no severance agreements under which payment commenced between the City of Maple Ridge and non-unionized employees during the fiscal year 2018

City of Maple Ridge  
Financial Information Act

Schedule Showing Payments Made for the Provision  
of Goods or Services for 2018

1.) Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

Supplier Name	Aggregate amount paid to supplier
0946235 BC Ltd	\$138,757.50
A & A Testing Ltd	\$206,900.81
Accent Glass & Locksmith	\$36,584.11
ADS LLC	\$26,419.03
AECOM Canada Ltd	\$59,027.84
Alouette River Management Society	\$68,465.40
Andrew Sheret Ltd	\$153,165.27
AON Hewitt Inc	\$35,350.00
Aplin & Martin Consultants Ltd	\$341,701.56
Aqua Silva Resource Management	\$28,909.97
Associated Engineering (BC) Ltd	\$350,908.28
Astroturf West Distributor Ltd	\$493,500.00
ATS Traffic	\$25,466.29
AW Fire Guard & Supplies Ltd	\$30,030.68
BA Blacktop	\$3,485,205.00
Badger Daylighting LP	\$236,788.40
Bartle & Gibson Co Ltd	\$105,350.69
BC Hydro	\$1,923,496.01
BC Institute Of Technology	\$61,095.73
BC Road Safe Inc	\$147,039.49
BC SPCA	\$291,903.30
BDO Canada LLP	\$46,760.15
Black Press Group Ltd	\$74,717.63
Blue Pine Enterprises Ltd	\$68,349.75
Bob's A-Z Rentals Ltd	\$29,965.09
Boileau Electric & Pole Ltd	\$316,554.58
Braun Geotechnical Ltd	\$40,183.30
C3 Mainline Inspections Inc	\$33,650.67
Cambie Roofing	\$48,395.14
Canada Pipe Company Ltd	\$78,542.82
Canadian Pacific Railway	\$42,221.56
Canstar Restorations	\$34,007.62
CDW Canada Inc	\$43,555.05
Cedar Crest Lands (BC) Ltd	\$4,715,153.96
Chairlines	\$39,606.56
Chandos Construction Ltd	\$3,720,394.95
Citrix Systems Inc	\$30,081.50
City of Pitt Meadows	\$230,046.72
CLCS Ltd	\$117,344.51
Coastal Training Consultants	\$25,777.50
Cobing Building Solutions	\$300,835.25
Co-Pilot Industries Ltd	\$77,460.82
Corix Control Solutions	\$50,888.99
Corix Water Products	\$71,471.15
Corporate Express Canada Inc	\$97,260.92
Craven Huston	\$531,165.83
Creative Transportation	\$52,741.51
CSDC Systems Inc	\$84,074.69
Cummins Western Canada	\$48,785.04
Dams Ford Lincoln Sales Ltd	\$113,746.11
DMD & Associates Ltd	\$51,218.20
Double Gold Holdings Ltd & Lycan, Joel & Lycan, Michelle	\$85,000.00
Double M Excavating Ltd	\$152,032.58
Dougness Holdings Ltd	\$123,313.76
Drake Excavating	\$1,971,684.70
Eagle West Crane & Rigging	\$48,916.39

**City of Maple Ridge  
Financial Information Act**

**Schedule Showing Payments Made for the Provision  
of Goods or Services for 2018**

<b>Supplier Name</b>	<b>Aggregate amount paid to supplier</b>
Eaves Motor Sales Ltd	\$139,143.20
EMCO Corporation	\$40,798.51
Emergency Communications For British Columbia Inc	\$1,087,195.00
Empire Signworks Inc	\$41,418.90
ESRI Canada Limited	\$77,058.90
Falcon Equipment Ltd	\$128,000.64
Finning International Inc	\$410,377.49
First Truck Centre	\$26,713.38
Fitness Edge	\$288,266.24
Fleet Services Installation Inc	\$65,725.78
Flocor Inc	\$28,061.40
Floris, David & Maureen	\$117,659.15
Fortis BC Energy Inc	\$147,777.53
Fraser City Installations Ltd	\$39,086.27
Fraser Valley Regional Library	\$2,853,488.12
Frazer Excavation Ltd	\$105,049.31
Fred Surridge Ltd	\$218,166.43
Geoadvice Engineering Inc	\$63,305.55
Gibson Waterworks Supply Inc	\$53,867.95
Golden Ears Alarm Systems	\$52,596.14
Golden Ears Winter Club	\$73,082.79
Gotraffic Management Inc	\$346,319.13
Greater Vancouver Sewerage & Drainage District	\$87,870.41
Greater Vancouver Water District	\$8,199,277.67
Green Cut Contracting	\$49,183.16
Green Landscape Experts Ltd	\$45,395.57
Guillevin International Inc	\$205,922.14
Habitat Systems Inc	\$28,730.38
Hallmark Facility Services Inc	\$339,630.59
Haney Builders Supplies 1971	\$33,790.06
Heavy PDG Equipment Ltd	\$89,663.48
Homewood Health Inc	\$27,454.19
Horizon Landscape Contractors	\$173,356.49
Hub Fire Engines And Equipment	\$702,103.94
ICBC - Fleet Insurance	\$246,772.00
IDRS	\$45,359.60
Image Painting & Restoration Ltd	\$159,626.25
Industra Construction Corp	\$153,500.71
Intelligo Networks Inc	\$52,346.63
Interprovincial Traffic Services	\$41,102.95
ISL Engineering & Land Services Ltd	\$59,754.36
Jacks Automotive & Welding	\$184,212.91
Johnston Davidson	\$787,337.26
Justice Institute Of BC	\$59,346.18
Kaake, Karen	\$27,809.50
Kerr Wood Leidal Associates	\$26,000.51
Lafarge Canada Inc	\$559,612.90
Langley Concrete & Tile Ltd	\$83,392.68
Linden, Charlene	\$48,169.63
LIT Aquatics Ltd	\$30,798.38
Lordco Parts Ltd	\$95,073.64
Manulife Financial	\$1,242,223.60
Maple Leaf Disposal Ltd	\$38,289.83
Maple Ridge & Pitt Meadows Arts Council	\$690,796.19
Maple Ridge & Pitt Meadows Community Services	\$31,600.00

City of Maple Ridge  
Financial Information Act

Schedule Showing Payments Made for the Provision  
of Goods or Services for 2018

Supplier Name	Aggregate amount paid to supplier
Maple Ridge Carpet One	\$55,320.49
Maple Ridge Historical Society	\$190,527.00
Marine Roofing (1996) Ltd	\$54,356.78
McElhanney Consulting Services	\$649,358.89
Medical Services Plan	\$199,017.63
Microserve	\$184,441.39
Microsoft Corporation	\$188,474.17
Motion Canada	\$32,972.63
MPK Seniors Network	\$25,000.00
MRC Total Build LP	\$3,035,328.74
Municipal Insurance Association of British Columbia	\$39,594.86
Municipal Pension Plan	\$3,384,377.27
Murphy, Amanda	\$51,948.89
Noble British Columbia	\$46,243.69
North Of 49 Enterprises Ltd	\$90,105.31
Northwest Hydraulic Consultant	\$52,446.45
Nova Pole International Inc	\$41,321.28
Novax Industries Corporation	\$47,464.29
Now Solutions	\$84,001.12
Nustadia Recreation Inc	\$273,175.62
Open Storage Solutions	\$165,723.06
Opus Consulting Group Ltd	\$220,235.33
Opus International Consultants	\$174,508.09
Oracle Corporation Canada Inc	\$54,955.38
Organized Crime Agency of British Columbia	\$32,033.02
Pacific Flow Control Ltd	\$102,055.80
Parkland Refining (BC) Ltd	\$956,921.63
Paul Bunyan Tree Services	\$183,062.29
Perfectmind Inc	\$104,147.72
Performance Analytics Corporation	\$57,379.35
Pit Stop Portable Toilets	\$33,587.63
Pitney Works	\$58,506.30
Pomerleau Inc	\$2,490,670.17
Prairie Coast Equipment Inc	\$50,753.50
Progressive Fence Installation	\$44,168.25
Promix Concrete Ltd	\$53,782.92
Q One Show Technologies Inc	\$36,751.69
Ranger Construction	\$102,877.18
Raybern Erectors Ltd	\$89,598.02
RCMP - Receiver General	\$37,290.29
RCMP - Receiver General	\$17,260,310.12
Receiver General-Payroll Deduction	\$1,890,749.09
Recycle Systems	\$34,214.56
RF Binnie & Associates Ltd	\$254,192.29
RG Arenas Ltd	\$1,001,055.14
Ricoh Canada Inc	\$189,998.95
Ridge Meadows Recycling Society	\$2,551,181.51
Ridge Meadows Seniors Society	\$207,001.00
RJ Construction Ltd	\$293,113.58
Road Warrior Cutting	\$34,116.97
Rogers	\$155,677.47
Safetek Emergency Vehicles Ltd	\$79,902.35
Sandpiper Contracting LLP	\$379,425.40
Sanscorp Products Ltd	\$277,333.12
SAP Canada Inc	\$29,178.13
School District #42, Board of Education	\$1,228,671.25

City of Maple Ridge  
Financial Information Act

Schedule Showing Payments Made for the Provision  
of Goods or Services for 2018

Supplier Name	Aggregate amount paid to supplier
Scottish Line Painting Ltd	\$139,881.92
Seal Tec Industries Ltd	\$42,650.50
Seismic 2000 Construction Ltd	\$284,832.22
SFE Ltd	\$91,359.45
Shape Architecture Inc	\$157,538.19
Shaw Cablesystems	\$35,220.58
Smeal Holding LLC	\$1,598,047.00
Softchoice LP	\$71,707.28
Spartan Controls Ltd	\$43,537.91
SPI Health And Safety Inc	\$25,529.73
Stantec Consulting Ltd	\$427,052.83
Stellar Power & Control Solutions	\$149,877.00
Stewart Mcdannold Stuart	\$142,837.74
Strata Plan LMS 4011 Commercial	\$157,665.38
Streetwise Traffic Controllers	\$26,878.69
Summit Earthworks Inc	\$344,044.79
Superior City Services Ltd	\$123,133.50
Surrey Fire Service	\$99,913.91
Suttle Recreation Inc	\$153,217.94
T & T Demolition Ltd	\$67,436.25
Tall Timber Tree Services Ltd	\$30,870.00
Taylor, Tracy & Gjaltema, Peter	\$30,000.00
Telus	\$107,548.09
Tempest Development Group	\$114,058.92
Terra Link Horticulture Inc	\$58,507.73
Tetra Tech Canada Inc	\$40,014.16
The Get Go Inc	\$44,276.94
Thrifty Foods	\$40,026.34
Thunderbird Plastics Ltd	\$48,580.00
Tirecraft	\$47,495.57
Total Power Ltd	\$83,595.79
Triahn Enterprises	\$118,152.95
Tundra Plumbing Ltd	\$119,522.67
Turning Point	\$73,543.99
Tybo Constructors Ltd	\$888,547.22
Union Of BC Municipalities	\$31,589.19
Urban Lumberjack Tree Services	\$71,055.42
Valley Geotechnical Engineering Services	\$28,243.39
Van Der Zalm & Associates Consulting	\$28,969.51
Vintage Woodworks Inc	\$55,199.37
Wade & Associates Land Survey	\$28,110.62
Warrington PCI Management	\$1,181,530.56
Waste Connections	\$66,404.28
Water Street Engineering Ltd	\$31,812.66
Watson Advisors Inc	\$68,343.80
Webbco Industrial Ltd	\$338,593.50
Westover, Cindy	\$651,211.94
Westridge Security Ltd	\$253,915.80
Westview Sales Ltd	\$54,336.26
Whitestar Property Services	\$57,974.79
Wilco Civil Inc	\$308,109.08
Wolseley Canada Inc	\$35,505.74
Workers Compensation Board	\$514,231.96
Worldwideturf Inc	\$1,294,650.00
WSP Canada Inc	\$51,899.58
XUP Development Inc	\$799,261.34
Xylem Canada Company	\$59,842.13
Young, Anderson - Barristers	\$62,284.41
Zone West Enterprises Ltd	\$43,903.41
Zoom Audio Visual Networks Inc	\$72,959.84

\$94,748,278.77

**City of Maple Ridge  
Financial Information Act**

**Schedule Showing Payments Made for the Provision  
of Goods or Services for 2018**

2) Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less

\$	4,632,143.25
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3) Total payments to suppliers for grants and contributions exceeding \$25,000

Consolidated total of grants exceeding \$25,000	40,500.00
Consolidated total of contributions exceeding \$25,000	-
Consolidated total of all grants and contributions exceeding \$25,000	40,500.00

4) Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers	\$ 94,748,278.77
Consolidated total of payments of \$25,000 or less paid to suppliers	\$ 4,632,143.25
Consolidated total of all grants and contributions exceeding \$25,000	40,500.00
Reconciling items	<i>Explanation below</i>
Total per Financial Statements, Expenditures & Expenses, Good & Services including Capita	\$ 101,240,006.00
Variance	\$ 1,819,083.98

Expenditures in the statements are on an accrual basis, whereas amounts paid are on a cash basis. It is important to note that not all payments are expenditures and that not all expenditures are payments. It is not practical to reconcile to those sets of data.



## City of Maple Ridge

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

**MEETING DATE:** June 18, 2019

**FILE NO** 2207964

**FROM:** Chief Administrative Officer

**MEETING:** CoW

**SUBJECT:** Festival Grant Program Recommendations – Intake Two

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### EXECUTIVE SUMMARY:

The City's Festival Grant Program was established in 1999 with a goal to provide financial and in-kind support to community groups for eligible events that benefit our residents and attract visitors. These festivals encourage community spirit, celebration of place, citizen engagement, volunteerism and provide opportunities for social, economic and cultural development. Grant funding supports festivals of different sizes from small, grassroots events to medium and large events that attract thousands of participants. The funding provided typically supports expenses such as road closures, equipment rental and safety related requirements. Eligible special event organizations may apply for funding through two annual funding intake processes.

The Festival Grant Program's approved annual budget is \$92,700. Recommendations for support allocations in 2019's second intake are outlined in the summary chart (Attachment A) based on the program's criteria.

### RECOMMENDATION:

That festival support allocations totaling \$15,580 for events taking place between November 1, 2019 to April 30, 2020, as outlined in Attachment A of this report titled "Festival Grant Program Summary Chart – Intake Two 2019" be approved.

### DISCUSSION:

#### a) Background Context:

The first intake of the Festival Support Grant Program was completed in February, 2019 for events scheduled between May 1 and October 31, 2019, where a total of \$77,120 was allocated. The balance of \$15,580 to support festivals and special events taking place between November 1, 2019 and April 30, 2020 was reviewed during the second intake process.

Applications for festival support were reviewed by an internal Festival Grant Committee comprised of representatives from Parks, Economic Development, Finance and Culture, on May 24, 2019, and evaluated with reference to the benefit criteria outlined in the Festival Support Policy ("the Policy"). This included financial documentation to demonstrate their need and justification for financial support. The Committee also considered each application's alignment with Tourism, Economic Development and Parks, Recreation and Culture planning goals. Applicants are mainly non-profit and/or charitable organizations in our community, or have a regional mandate that includes the delivery of services and programs in Maple Ridge.

The Committee recommends the following allocation:

- \$11,400 for three eligible non-profit organizations presenting medium and large size community festivals. A modest increase to the funding for the Maple Ridge Christmas Festival Society to address continued enhancements to public safety measures during the Santa Claus Parade. An additional increase is also recommended for the CP Holiday Train event to fund safety requirements; this event has great value to the community through the Friends in Need Food Bank Society.
- \$4,180 for grassroots and emerging new events such as Art Studio Tour, Drumming Circle, Mad Hatter Event, Ridge Meadows Got Talent, Music on the Wharf and more.

In addition, the Committee noted the growth of special events, their complexity and rising costs for insurance, traffic management, public safety and health. Staff will review additional support to address increasing safety requirements and encourage more vibrancy and animation in the Town Centre during the business planning process and will bring any items forward for Council's review at that time.

**b) Desired Outcome:**

The desired outcome is that the Festival Grant Program continues to contribute towards a healthy, engaged, creative and inclusive community and raises community spirit and the profile of Maple Ridge.

**c) Strategic Alignment:**

Supporting and enhancing the quality, scope and diversity of festivals and special events through the Festival Grant Program contributes to enhanced community spirit and pride and community safety. In addition, special events contribute towards recognizing Maple Ridge as a destination and community with rich arts and culture opportunities. This fits within the Parks, Recreation and Culture Master Plan (2010), Culture Plan (2018), Tourism Strategy (2018), Council's Strategic Priorities (2019) and other key planning documents.

**d) Citizen/Customer Implications:**

The Festival Grant Program provides assistance to community groups and partners to implement positive recreational and cultural festivals and special events. This will encourage strong citizen engagement and the development of a safe and vibrant community for all ages and abilities. In 2018, there were over 70 events with a total attendance of over 185,000 and volunteer contributions in excess of 22,000 hours.

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

The recommended level of festival grant funding falls within the approved Parks, Recreation & Culture operating budget.

**CONCLUSION:**

Maple Ridge's Festival Grant Program helps to nurture outdoor festivals and special events that add to the vitality and cultural diversity of the community. These community celebrations offer opportunities to create economic, social, health and community benefits that have a meaningful and lasting impact on our residents.

*Y Chui*

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Prepared by: **Yvonne Chui**  
Manager of Arts & Community Connections

*[Signature]*

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Reviewed by: **Darrell Denton**  
Acting Director of Economic Development

*CNL*

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Reviewed by: **Catherine Nolan, CPA, CGA**  
Corporate Controller

*[Signature]*

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Reviewed by: **Danielle Pope**  
Director of Recreation & Community Engagement

*[Signature]*

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

*[Signature]*

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

Attachments:

- (A) Festival Grant Program Summary Chart – Intake Two 2019

**Festivals Support Grant Program Summary Chart 2019 - Second Intake**

<b>Festival Name/Organization</b>	<b>2019 Recommended</b>	<b>Variance between 2018 App. &amp; 2019</b>	<b>2018 Approved</b>
<b>Grassroots and New Events</b>	\$ 4,180		\$ 3,043
<b>Large Festivals</b>			
Maple Ridge Christmas Festival	\$6,500	\$100	\$6,400
<b>Mid-Sized Festivals</b>			
Earth Day (Recycling Association)	\$3,900	\$0	\$3,900
CP Holiday Train (Friends in Need Society)	\$1,000	\$200	\$800
<b>RECOMMENDED Grand Total 2nd Intake June 2019 (including Grassroots and New Event Applications)</b>	<b>\$15,580</b>		<b>\$14,143</b>
<b>GRANT ALLOCATIONS</b>			
<b>Total Approved by Council for 1st intake</b>	<b>\$77,120</b>		<b>\$76,620</b>
<b>Total Recommended for 2nd intake</b>	<b>\$15,580</b>		<b>\$14,143</b>
<b>BUDGET (\$90,763 - APPROVED)</b>	<b>\$92,700</b>		<b>\$90,763</b>