

City of Maple Ridge

COUNCIL MEETING AGENDA

June 26, 2018

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

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

100 **CALL TO ORDER**

200 **AMENDMENTS TO THE AGENDA**

300 **APPROVAL OF THE AGENDA**

400 **ADOPTION OF MINUTES**

401 Minutes of the Special Council Meeting of June 12, 2018 and the Regular Council meeting of June 12, 2018

402 Minutes of the Public Hearing of June 19, 2018

500 **PRESENTATIONS AT THE REQUEST OF COUNCIL**

600 ***DELEGATIONS***

601 **Youth Restorative Justice Program Update**

- Ranjit Kingra, Program Coordinator
- Vicki Kipps, Executive Director, Maple Ridge/Pitt Meadows Community Services

602 **BC Micro License Association – Small Scale Cannabis Businesses**

- Adam Temple, Board of Directors

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 5, June 7 and June 12, 2018

701.2 Minutes of Meetings of Committees and Commissions of Council

- Social Policy Advisory Committee – April 4, 2018

702 ***Reports***

702.1 **Disbursements for the month ended May 31, 2018**

Staff report dated June 26, 2018 recommending that the disbursements for the month ended May 31, 2018 be received for information.

702.2 **2018 Council Expenses**

Staff report dated June 26, 2018 providing an update for Council expenses recorded to date.

703 ***Correspondence***

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

From the June 12, 2018 Closed Council Meeting

Item 04.02 Maple Ridge Pitt Meadows Municipal Advisory Committee on
Accessibility and Inclusiveness – Member Appointment

800 **UNFINISHED BUSINESS**

900 **CORRESPONDENCE**

1000 **BYLAWS**

Note: Item 1001 is from the June 19, 2017 Public Hearing

Bylaws for Third Reading

1001 **2015-318-RZ, 11650 224 Street**

1001.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7329-2017**
To amend the Town Centre Area Land-Use Designation Map from Ground
Oriented Multi-Family to Low Rise Apartment
Third reading

1001.2 **Maple Ridge Zone Amending Bylaw No. 7198-2015**
To rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium
Density Apartment Residential) to permit the construction of an
approximately 130 unit Multi-Family building
Third reading

Bylaws for Adoption

1002 **Maple Ridge Business Licencing and Regulation Amending Bylaw
No. 7467-2018**
To improve the Business Licencing and Regulation Bylaw to ensure it
remains current and consistent
Adoption

1003 **Council Remuneration Bylaw No. 7448-2018**
To amend Bylaw No. 7330-2017 to adjust annual remuneration for Mayor
and Council
Adoption

1100 **REPORTS AND RECOMMENDATIONS**

Public Works and Development Services

1101 **2018-209-AL, 12930 203 Street, 132 Avenue, 12960 203 Street, 20370 132 Avenue, 12987 210 Street, Application to Exclude Land from the Agricultural Land Reserve**

Staff report dated June 26, 2018 providing options for consideration pertaining to Application 2018-209-AL to exclude approximately 22.66 hectares (56 acres) of land from the Agricultural Land Reserve.

1102 **2018-156-AL, 22018 128 Avenue, 22080 128 Avenue, and Parcel ID 001-097-300, Application to Exclude Land from the Agricultural Land Reserve**

Staff report dated June 26, 2018 providing options for consideration pertaining to Application 2018-156-AL to exclude approximately 16.15 hectares (39.9 acres) of land from the Agricultural Land Reserve.

1103 **2018-071-AL, 12225 250 Street, Application to Exclude Land from the Agricultural Land Reserve**

Staff report dated June 26, 2018 providing options for consideration pertaining to Application 2018-071-AL to exclude approximately 0.987 hectares (2.4 acres) of land from the Agricultural Land Reserve.

1104 **2018-159-RZ, 24331 and 24315 110 Avenue, RS-3 to RS-1d**

Staff report dated June 26, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7463-2018 to rezone from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban [Half Acre] Residential) to permit a subdivision of approximately 16 single-family lots not less than 557 m² in size.

1105 **2018-160-RZ, 24387 110 Avenue, RS-3 to RS-1d**

Staff report dated June 26, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7464-2018 to rezone from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban [Half Acre] Residential) to permit a subdivision of approximately 11 single-family lots not less than 557 m² in size.

1106 2018-190-RZ, 23627 132 Avenue, RS-2 to RM-1

Staff report dated June 26, 2018 recommending that Maple Ridge Zone Amending Bylaw No.7470-2018 to rezone from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to facilitate a 20 unit townhouse development be given first reading and that the applicant provide further information as described on Schedules C, D, E, G and J of the Development Procedures Bylaw No. 5879-1999.

1107 2015-373-RZ, 23616 132 Avenue, RS-2 to RM-1 and R-1

Staff report dated June 26, 2018 recommending that Maple Ridge Official Community Plan Amending Bylaw No. 7469-2018 to adjust a conservation boundary on around a watercourse and steep slope be given first and second readings and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7195-2015 to rezone from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to permit a 16 unit townhouse project and to R-1 (Residential District) for one lot to accommodate an existing single residential dwelling being retained be given second reading and be forwarded to Public Hearing.

1108 2018-122-RZ, 12419 Garibaldi Street, RS-3 to RS-2

Staff report dated June 26, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7451-2018 to rezone from Rs-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential) to permit a subdivision of approximately two residential lots be given second reading and be forwarded to Public Hearing.

1109 2017-028-DVP, 11184, 11154 and 11080 240 Street

Staff report dated June 26, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-028-DVP to vary the Subdivision and Development Servicing Bylaw to waive the requirement for underground wiring.

1110 2018-234-DVP, 25171 117 Avenue

Staff report dated June 26, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-234-DVP to vary the required road carriageway width on 117 Avenue.

1111 2018-240-DVP, 27115 Ferguson Avenue

Staff report dated June 26, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-240-DVP to reduce required asphalt width for the rural load road.

1112 2018-200-RZ, Detached Garden Suites (DGS) Pilot Project, Zone Amending Bylaws and Housing Agreement Bylaws

Staff report dated June 26, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7472-2018 for property at 26378 126 Avenue, Maple Ridge Zone Amending Bylaw No. 7473-2018 for property at 23525 Dogwood Avenue, Maple Ridge Zone Amending Bylaw No. 7474-2018 for property at 12621 Ansell Street and Maple Ridge Zone Amending Bylaw No. 7475-2018 for property at 10861 Morrisette Place to permit expansion of the Detached Garden Suite regulations be given first and second reading and be forwarded to Public Hearing and that 26378 126 Avenue Housing Agreement Bylaw No. 7476-2018, 23525 Dogwood Avenue Housing Agreement Bylaw No. 7477-2018, 12621 Ansell Street Housing Agreement Bylaw No. 7478-2018 and 10861 Morrisette Place Housing Agreement Bylaw No. 7479-2018 to authorize the City of Maple Ridge to enter into a Housing Agreement be given first, second and third reading.

1113 22270 128 Avenue – Request for Sanitary Service Connection Outside the Urban Containment Boundary

Staff report dated June 26, 2018 recommending that the request to amend the Fraser Sewerage Area to include the proposed building footprint on 22270 128 Avenue be supported and forwarded to the Greater Vancouver Sewerage and Drainage District Board of Directors for inclusion into the Fraser Sewerage Area.

1114 Maple Ridge Ticket Information Utilization Amending Bylaw No. 7468-2018

Staff report dated June 26, 2018 recommending that Maple Ridge Ticket Information Utilization Amending Bylaw No. 7468-2018 to amend the fine schedule to coincide with amendments to the Maple Ridge Soil Deposit Regulation Bylaw and the new Maple Ridge Wildlife and Vector Control Bylaw.

Financial and Corporate Services (including Fire and Police)

1131 2017 Annual Report and 2017 Statement of Financial Information

Staff report dated June 26, 2018 recommending that the 2017 Annual Report be received and that the 2017 Statement of Financial Information be approved.

Parks, Recreation & Culture

1151 Youth Wellness Centre Lease Agreement and Update

Staff report dated June 26, 2018 recommending that the Youth Wellness Centre lease agreement with Maple Ridge Pitt Meadows Community Services be renewed for an additional two-year period ending on October 31, 2020.

1152 Cottonwoods Child Care Centre Lease Renewal

Staff report dated June 26, 2018 recommending that the Cottonwoods Child Care Centre Lease Agreement be renewed for an additional three year period ending on June 30, 2021, with an option to renew.

1153 Albion Community Centre Operating Model

Staff report dated June 26, 2018 recommending that staff conduct a call for Expressions of Interest for the operation of the Albion Community Centre and that a task group be formed to develop a recommendation regarding a tri-party agreement for the operation of the centre.

Administration

1171

Other Committee Issues

1191

1200 STAFF REPORTS

1300 ***OTHER MATTERS DEEMED EXPEDIENT***

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

1500 ***ADJOURNMENT***

QUESTIONS FROM THE PUBLIC

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

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

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

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

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

For more information on these opportunities contact:

Clerk's Department at **604-463-5221** or **clerks@mapleridge.ca**.

Mayor and Council at **mayorandcouncil@mapleridge.ca**.

Checked by: _____

Date: _____

400 Adoption and Receipt of Minutes

401 Minutes of Regular and Special Council Meetings

SPECIAL COUNCIL MEETING MINUTES

June 12, 2018

The Minutes of the Special City Council Meeting held on June 12, 2018 at 5:30 p.m. in the Blaney Room of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Mayor N. Read

Councillor C. Bell

Councillor B. Masse

Councillor G. Robson

Councillor T. Shymkiw

Councillor C. Speirs

Appointed Staff

P. Gill, Chief Administrative Officer

K. Swift, General Manager of Parks, Recreation & Culture

F. Quinn, General Manager of Public Works and
Development Services

L. Benson, Director of Corporate Administration

Other staff as required

D. Pollock, Municipal Engineer

C. Carter, Director of Planning

C. Goddard, Manager of Development and Environmental
Services

ABSENT

Councillor Duncan

Note: These Minutes are also posted on the City's Web Site at www.mapleridge.ca

1.0 ***CALL TO ORDER***

2.0 ***APPROVAL OF THE AGENDA***

R/2018-313

It was moved and seconded

That the agenda for the June 12, 2018 Special Council Meeting be approved.

CARRIED

3.0 ***NOTICE OF CLOSED COUNCIL MEETING***

R/2018-314

It was moved and seconded

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

Section 90(1)(a) Personal information about an identifiable individual or is being considered for a position on a Committee of Council as appointed by the municipality.

Section 90(1)(c) Labour relations or employee negotiations.

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

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

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

CARRIED

4.0 ***ADJOURNMENT*** – 5:32 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

City of Maple Ridge

COUNCIL MEETING MINUTES

June 12, 2018

The Minutes of the City Council Meeting held on June 12, 2018 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.

PRESENT

Elected Officials

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

Appointed Staff

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

ABSENT

Councillor K. Duncan

Other staff as required

C. Goddard, Manager of Development and Environmental Services
A. Kopystynski, Planner 2
C. Chan, Planner 1
D. Pollock, Municipal Engineer
R. MacNair, Manager of Bylaw and Licensing Services

Note: These Minutes are also posted on the City's Web Site at www.mapleridge.ca

The meeting was live streamed and recorded by the City of Maple Ridge

100 ***CALL TO ORDER***

200 ***AMENDMENTS TO THE AGENDA***

- Item 602 is revised to indicate a change in presenters from Ryan Groundwater, CUPE to Michelle Baski, CUPE
- Items 1105 and 1106 are withdrawn
- Item 1152 will be dealt with following Item 700

300 ***APPROVAL OF THE AGENDA***

R/2018-316

It was moved and seconded

That the agenda of the Regular Council Meeting of June 12, 2018 be revised to indicate a change in presenters for Item 602, the withdrawal of Items 1105 and 1106 and that Item 1152 will be dealt with following Item 700 Items on Consent; and further

That the agenda as amended be approved.

CARRIED

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

401 Minutes of the Special Council Meeting of May 15 and May 22, 2018 and the Regular Council Meetings of May 8 and May 22, 2018

R/2018-317

It was moved and seconded

That the minutes of the Special Council Meetings of May 15 and May 22, 2018 and the Regular Council Meetings of May 8 and May 22, 2018 be adopted as circulated.

CARRIED

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

601 **2018 Canadian Association of Municipal Administrators (CAMA) Willis Award for Innovation**

- Jake Rudolph, Board Member, Canadian Association of Municipal Administrators (CAMA)

Mr. Rudolph awarded the Willis Award for Innovation to Mayor Read. Mayor Read stated that the award was received for work carried out on Open Government and expressed her appreciate for all persons involved in the project.

602 **CUPE Sanitation Campaign**

- Michelle Baski, CUPE 622 Representative

Ms. Baski gave a PowerPoint presentation on a future campaign by CUPE related to providing solid-waste pick-up as a City service and providing it in-house with unionized workers.

603 **WildsafeBC Presentation - Strategic Plan for Reduction in Wildlife Conflict**

- Dan Mikolay, WildSafeBC Community Coordinator

Mr. Mikolay gave a PowerPoint presentation providing background information on WildsafeBC and highlighting the work being carried out in partnership with the City of Maple Ridge in reducing bear/human conflicts and in achieving Bear Smart status from the Ministry of Environment. He also spoke on a proposed Wildlife and Vector Control Bylaw, further actions needed to achieve Bear Smart status and tips to allow homeowners to help eliminate wildlife attractants.

650 ***QUESTIONS FROM THE PUBLIC*** – Nil

700 ***ITEMS ON CONSENT***

701 ***Minutes***

701.1 Development Agreements Committee Meetings of May 18 and May 30, 2018

701.2 Committees and Commissions of Council

- Agricultural Advisory Committee – April 5, 2018
- Advisory Design Panel – April 18, 2018

702 ***Reports***

702.1 **Innovation in Emerging Cities**

Staff report dated June 12, 2018 providing information on the Innovation in Emerging Cities Forum hosted by the City of Maple Ridge on April 4, 2018.

702.2 **Drinking Water Quality Report 2017**

Staff report dated June 12, 2018 providing information on the regulatory framework and water quality monitoring data for 2017.

703 ***Correspondence*** – Nil

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

R/2018-318

It was moved and seconded

That Items 701.1, 701.2, 702.1 and 702.2 on the “Items on Consent” agenda be received into the record.

CARRIED

Note: Item 1152 was dealt with following Item 700 Items on Consent

800 ***UNFINISHED BUSINESS*** – Nil

900 ***CORRESPONDENCE***

901 **E-Comm 9-1-1**

Letter dated from E-Comm requesting the name of the individual who will attend the June 22, 2018 Annual General Meeting of the shareholders of E-Comm as the City’s representative.

R/2018-319

It was moved and seconded

That Councillor Bruce Bell of the City of Pitt Meadows, attend the Annual General Meeting of the Shareholders of E-Comm as the voting representative for the City of Maple Ridge.

CARRIED

1000 ***BYLAWS***

Bylaws for Adoption

1001 **2016-244-RZ, 11184, 11154 and 11080 240 Street**
Staff report dated June 12, 2018 recommending adoption

1001.1 **Maple Ridge Official Community Plan Amending Bylaw No. 7381-2017**
To amend Schedule "A", Chapter 10.2 Albion Area Plan, Schedule 1: Albion Area Plan from Neighbourhood Commercial, Medium Density Residential and Conservation to Village Commercial, Medium Density Residential and Conservation and to amend Schedule “C” of the Official Community Plan to remove from Conservation and to add to Conservation
Adoption

R/2018-320

It was moved and seconded

That Bylaw No. 7381-2017 be adopted.

CARRIED

1001.2 **Maple Ridge Zone Amending Bylaw No. 7276-2016**

To rezone from RS-3 (One Family Rural Residential) to RM-1 (Townhouse Residential) and C-5 (Village Centre Commercial), the current application is to permit construction of a mixed use commercial building with 8 rental apartment units and a 130 unit townhouse development.

Adoption

R/2018-321

It was moved and seconded

That Bylaw No. 7276-2016 be adopted.

CARRIED

1002 **Wildlife and Vector Control Bylaw No. 7437-2018**

To provide for prevention of wildlife attractants and vector control against spread of diseases

Adoption

R/2018-322

It was moved and seconded

That Bylaw No. 7437-2018 be adopted.

CARRIED

1003 **Maple Ridge Tourism Advisory Committee Bylaw No. 7459-2018**

To establish a Tourism Advisory Committee

Adoption

R/2018-323

It was moved and seconded

That Bylaw No. 7459-2018 be adopted.

CARRIED

1100 ***REPORTS AND RECOMMENDATIONS***

Public Works and Development Services

1101 **2017-563-RZ, Zoning Bylaw Text Amendment**

Staff report dated June 12, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7414-2017 to increase the interior side yard setback for some residentially zoned properties where an agricultural use is permitted be given first and second reading and be forwarded to Public Hearing.

R/2018-324

It was moved and seconded

That Bylaw No. 7414-2017 be given first and second readings and be forwarded to Public Hearing.

DEFEATED

Mayor Read, Councillor Masse, Councillor Robson,
Councillor Shymkiw - OPPOSED

1102 **2017-462-RZ, 22576, 22588 and 22596 Brown Avenue, C-3 and RS-1 to CD-1-18**

Staff report dated June 12, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7435-2018 to rezone from C-3 (Town Centre Commercial) and RS-1 (One Family Urban Residential) to CD-1-18 (Comprehensive Development) to permit a 244 unit multi-residential development be given first reading and that the applicant provide further information as described on Schedules C and D of the Development Procedures Bylaw No. 5879-1999.

R/2018-325

It was moved and seconded

That Bylaw No. 7435-2018 be given first reading; and

That the applicant provides further information as described on Schedules C and D of the Development Procedures Bylaw No. 5879-1999, along with the further information required in the report dated June 12, 2018.

Note: The main motion was moved and seconded. Council requested a presentation from Planning Department staff prior to the question being called.

A. Kopystynski, Planner gave a PowerPoint presentation providing the following information:

- Application Information
- Subject map
- Official Community Plan context
- Neighbourhood Plan Context
- Site Characteristics
- Development Proposal
- Zoning Text Amendment
- Aerial Rendering of Proposed Development

Mayor Read called the question on the motion.

CARRIED

Councillor Shymkiw - OPPOSED

1103 2018-097-RZ, 21571 121 Avenue, RS-1b to R-1

Staff report dated June 12, 2018 recommending that Maple Ridge Zone Amending Bylaw No.7460-2018 to rezone from RS-1b (One Family Urban (Medium Density) Residential) to R-1 (Residential District) to permit future subdivision into two lots be given first reading and that the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, along with information required for a Subdivision application.

R/2018-326

It was moved and seconded

That Bylaw No. 7460-2018 be given first reading; and

That the applicant provide further information as described on Schedule B of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

CARRIED

1104 2018-105-RZ, 24145 and 24185 110 Avenue, RS-3 to RS-1d

Staff report dated June 12, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7466-2018 to rezone from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) to permit a subdivision of approximately 21 single-family lots not less than 557 m² in size be given first reading and that the applicant provide further information as described on Schedules A, B, E, F and G of the Development Procedures Bylaw No. 5879-1999, along with the information required for an Intensive Residential Development Permit and a Subdivision application.

R/2018-327

It was moved and seconded

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

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

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

That Bylaw No. 7466-2018 be given first reading; and

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

CARRIED

Note: Item 1105 has been withdrawn.

1105 2018-159-RZ, 24331 and 24315 110 Avenue, RS-3 to RS-1d

Staff report dated June 12, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7463-2018 to rezone from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) to permit subdivision of approximately 16 single family lots not less than 557 m² in size be given first reading and that the applicant provide further information as described on Schedules A, B, E, F and G of the Development Procedures Bylaw, along with information required for a Subdivision application.

Note: Item 1106 has been withdrawn

1106 2018-160-RZ, 24387 110 Avenue, RS-3 to RS-1d

Staff report dated June 12, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7464-2018 to rezone from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) to permit subdivision of approximately 11 single family lots not less than 557 m² in size be given first reading and that the applicant provide further information as described on Schedules A, B, E, F and G of the Development Procedures Bylaw, along with information required for a Subdivision application.

1107 2017-066-RZ, 21241 Wicklund Avenue, RS-1 to RT-1

Staff report dated June 12, 2018 recommending that Maple Ridge Zone Amending Bylaw No. 7322-2017 to rezone from RS-1 (One Family Urban Residential) to RT-1 (Two Family Urban Residential) to permit development of a duplex be given second reading and be forwarded to Public Hearing and that Maple Ridge Zone Amending Bylaw No. 7328-2017 to reduce minimum lot area in the RT-1 zone be given second reading and be forwarded to Public Hearing.

R/2018-328

It was moved and seconded

- 1) That Bylaw No. 7322-2017 be given second reading, and be forwarded to Public Hearing;

Note: No. 2) was not voted on. The vote was held at the end of the meeting

- 2) That Bylaw No. 7328-2017 be given second reading, and be forwarded to Public Hearing; and

- 3) That the following terms and conditions be met prior to final reading of Zone Amending Bylaw No. 7322-2017:
- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Road dedication on Wicklund Avenue, as required;
 - iii) Registration of a Restrictive Covenant for the Duplex Design;
 - iv) Registration of a Restrictive Covenant for Stormwater Management;
 - v) Removal of the existing building;
 - 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 \$4,100 be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

CARRIED

1108 **2016-244-DVP, 11184, 11154 and 11080 240 Street**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-244-DVP to vary front yard, rear yard and exterior side yard setbacks and to increase the height of an accessory building in the RM-1 (Townhouse Residential) zone and to vary the requirement for concealed parking for apartment uses in the C-5 (Village Commercial) zone to permit a 130 unit townhouse development and mixed use commercial building with 8 rental units above.

R/2018-329

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-244-DVP respecting property located at 11184, 11154 and 11080 240 Street.

CARRIED

1109 **2017-377-DVP, 23415 Cross Road**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-377-DVP to reduce minimum front yard and interior side yard setbacks and increase allowable roof height for specific units to permit construction of an 11-unit townhouse complex.

R/2018-330

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-377-DVP respecting property located at 23415 Cross Road.

CARRIED

1110 **2017-377-DP, 23415 Cross Road**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-377-DP to permit a 11-unit townhouse complex in three buildings.

R/2018-331

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-377-DP respecting property located at 23415 Cross Road.

CARRIED

1111 **2017-576-DP, 23415 Cross Road, Wildfire Development Permit**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-576-DP to fulfill requirements of the Wildfire Development Permit Area guidelines.

R/2018-332

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-576-DP respecting property located at 23415 Cross Road.

CARRIED

1112 **2018-029-DVP, 2018-030-DVP, 12874 and 12933 Mill Street**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-029-DVP and 2018-030-DVP to reduce the rear yard setback for lots 1-17 and the front yard setback for Lot 17, reduce minimum lot depth for lot 13, waive the upgrading of the 240 Street road allowance along the development frontage and reduce the road right-of-way of a "limited local road" to permit subdivision into 24 single family residential lots.

R/2018-333

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2018-029-DVP and 2018-030-DVP respecting properties located at 12874 and 12933 Mill Street.

CARRIED

1113 **2016-035-DP, 2016-036-DP, 12874 and 12933 Mill Street, Wildfire Development Permit**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2016-035-DP and 2016-036-DP to fulfill requirements of the Wildfire Development Permit Area guidelines.

R/2018-334

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2016-035-DP and 2016-036-DP respecting properties located at 12874 and 12933 Mill Street.

CARRIED

1114 **2018-207-DVP, 26963 116 Avenue**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2018-207-DVP to reduce the 116 Avenue Local Street, Rural standard asphalt width requirement to permit an extension to an existing house.

R/2018-335

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2018-207-DVP respecting property located at 26963 116 Avenue.

CARRIED

1115 **2017-012-DP, 11184, 11154 and 11080 240 Street**

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-012-DP to permit construction of a 130 unit townhouse development.

R/2018-336

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-012-DP respecting property located at 11184, 11154 and 11080 240 Street.

CARRIED

1116 2017-027-DP, 11184, 11154 and 11080 240 Street, Commercial Development Permit

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to sign and seal 2017-027-DP to permit construction of a commercial building with residential uses on the second storey.

R/2018-337

It was moved and seconded

That the Corporate Officer be authorized to sign and seal 2017-027-DP respecting property located at 11184, 11154 and 11080 240 Street.

CARRIED

1117 Award of Contract ITT-EN18-35: Albion Reservoir Expansion

Staff report dated June 12, 2018 recommending that Contract ITT-EN18-35: Albion Reservoir Expansion be awarded to Tybo Constructors Ltd, that a contract contingency be approved to address potential variations in field conditions, that the Financial Plan be amended to fund the project from Development Cost Charges and Water Capital Fund, that the existing Opus International Consultants (Canada) Ltd. for Engineering Design Services be increased and that the Corporate Officer be authorized to execute the contracts.

R/2018-338

It was moved and seconded

That Contract ITT-EN18-35: Albion Reservoir Expansion, be awarded to Tybo Constructors Ltd. in the amount of \$2,448,414.00 excluding taxes; and

That a contract contingency of \$250,000.00 be approved to address potential variations in field conditions; and

That the Financial Plan be amended to fund this project from Development Cost Charges and Water Capital Fund as identified in this report, and

That the existing Opus International Consultants (Canada) Ltd. contract for Engineering Design Services for Albion Reservoir Expansion be increased by \$74,000.00; and further

That the Corporate Officer be authorized to execute the contracts.

CARRIED

1118 Award of Contract ITT-EN18-37: Downtown Enhancement – Lougheed Highway (224 Street to 226 Street)

Staff report dated June 12, 2018 recommending that Contract ITT-EN18-37: Downtown Enhancement – Lougheed Highway (224 Street to 226 Street) be awarded to BA Blacktop Ltd., that a construction contingency be approved to address potential variations in field conditions, that the Aplin and Martin Consulting Ltd. contract for Engineering Design Services be increased and that the Corporate Officer be authorized to execute the contract.

R/2018-339

It was moved and seconded

That Contract ITT-EN18-37, Award of Contract ITT-EN18-37: Downtown Enhancement – Lougheed Highway (224 Street to 226 Street), be awarded to BA Blacktop Ltd. in the amount of \$2,750,859.72 excluding taxes; and

That a construction contingency of \$270,000.00 be approved to address potential variations in field conditions; and

That the Aplin & Martin Consulting Ltd., contract for Engineering Design Services for Downtown Enhancement – Lougheed Highway (224 Street to 226 Street), be amended to increase the budget by \$180,000.00 for contract administration and inspection services; and further

That the Corporate Officer be authorized to execute the contracts.

CARRIED

1119 Gameday Cutz Inc. Liquor Primary Licence Application

Staff report dated June 12, 2018 providing options to support or not support a Liquor Primary Licence application by Gameday Cutz Inc. to serve liquor as an additional service to their primary business and that a copy of the resolution be forwarded to the Liquor Control and Licensing Branch in accordance with the legislative requirements.

R/2018-340

It was moved and seconded

That the application for a Liquor Primary License to serve liquor as an additional service to their primary business by Gameday Cutz Inc. at 600-22709 Lougheed Highway Maple Ridge be supported; and further

That a copy of the resolution be forwarded to the Liquor Control and Licensing Branch in accordance with the legislative requirements.

CARRIED

Councillor Masse - OPPOSED

1120 **Maple Meadows Brewing Company Ltd. – Brewery Lounge Endorsement**

Staff report dated June 12, 2018 recommending that the application by Maple Meadows Brewing Company Ltd. for a brewery lounge endorsement as an amendment to their manufacturing license be supported and that a copy of the resolution be forwarded to the Liquor Control and Licensing Branch in accordance with the legislative requirements.

R/2018-341

It was moved and seconded

That the application for a brewery lounge endorsement, as an amendment to their manufacturing license, by Maple Meadows Brewing Company Ltd. located at 22775 Dewdney Trunk Road Maple Ridge be supported; and further

That a copy of the resolution be forwarded to the Liquor Control and Licensing Branch in accordance with the legislative requirements.

CARRIED

1121 **Maple Ridge Business Licencing and Regulation Amending Bylaw**

Staff report dated June 12, 2018 recommending that Maple Ridge Business Licencing and Regulation Amending Bylaw No. 7467-2018 to improve the Business Licencing and Regulation Bylaw to ensure it remains current and consistent be given first, second and third readings.

R/2018-342

It was moved and seconded

That Bylaw No. 7467-2018 be given first, second and third readings.

CARRIED

1122 Award of Contract, Municipal Equipment Replacement, Three (3) Single Axle Recycling Trucks

Staff report dated June 12, 2018 recommending that the contract for the purchase of three (3) single axle recycling trucks be awarded to Harbour International Trucks Ltd. and further that the Corporate Officer be authorized to execute the contract.

R/2018-344

It was moved and seconded

That the contract for the purchase of three (3) single axle recycling trucks be awarded to Harbour International Trucks Ltd. In the amount of \$706,257.00 plus applicable taxes; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

1123 Award of Contract, Municipal Replacement Combination Tandem Axle Sander Dump Truck with Underbody Plow

Staff report dated June 12, 2018 recommending that the contract for the purchase of one combination tandem axle sander dump truck with underbody plow be awarded to Harbour International Trucks Ltd. and further that the Corporate Officer be authorized to execute the contract.

R/2018-345

It was moved and seconded

That the contract for the purchase of one (1) combination tandem axle Sander Dump Truck with Underbody Plow be awarded to Harbour International Trucks Ltd. in the amount of \$233,640.00 plus applicable taxes of approximately \$28,036.80; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

Financial and Corporate Services (including Fire and Police)

1131 Amendment to Council Compensation

Staff report dated June 12, 2018 recommending that Council Remuneration Amending Bylaw No. 7448-2018 be given first, second and third readings.

R/2018-346

It was moved and seconded

That, on the recommendation of the Audit & Finance Committee, Council Remuneration Amending Bylaw No. 7448-2018 be given first, second and third reading.

CARRIED

Parks, Recreation & Culture

1151 Award of Contract - Blaney Hamlet Neighbourhood Park Construction

Staff report dated June 12, 2018 recommending that Contract ITT-PL18-23: Blaney Hamlet Park Construction be awarded to Wilco Civil Inc., that a budget shortfall be made up proportionally from the Park Development Cost Charge fund and General Revenue fund and further that the Corporate Officer be authorized to execute the agreement.

R/2018-347

It was moved and seconded

That Contract ITT-PL18-23: Blaney Hamlet Park Construction be awarded to Wilco Civil Inc. in the amount of \$376,642.00 plus taxes; and

That the budget shortfall of \$49,957.00 be made up proportionally from the Park Development Cost Charge fund and the General Revenue fund; and further

That the Corporate Officer be authorized to execute the contract.

CARRIED

Note: Item 1152 was dealt with following Item 700 Items on Consent

1152 Age-friendly Initiative Community Implementation Plan

Staff report dated June 12, 2018 recommending that the Age-friendly Community Implementation Plan be endorsed.

R/2018-348

It was moved and seconded

That the Age-friendly Community Implementation Plan as presented in the June 12, 2018 report titled "Age-friendly Initiative Community Implementation Plan" be endorsed.

CARRIED

Administration

1171 Cellular Communications Tower at 216 Street and 124 Avenue

Staff report dated June 12, 2018 recommending that satisfactory completion of the public consultation process by Telus be acknowledged.

R/2018-349

It was moved and seconded

That completion of the prescribed public consultation process by TELUS be acknowledged noting that thirteen comments were received from the public with 10 expressing concerns related to health and safety.

CARRIED

Councillor Masse, Councillor Speirs - OPPOSED

1172 Redemption of Tax Sale Notice – Robertson Cemetery

Staff report dated June 12, 2018 recommending that the Corporate Officer be authorized to execute any and all related documents to the City's acquisition of the Robertson Cemetery property.

R/2018-350

It was moved and seconded

That staff be directed to execute any and all related documents with respect to the City's acquisition of the Robertson Cemetery property identified as 'DL433 GP 1 Except: Part on Sketch Plan 1476, Part on Sketch Plan 5308 and Part Marked Right of Way to Cemetery Sketch 22197E'.

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

Note: Item 1107 was revisited to allow Council to vote on Item No. 2) in the staff recommendation.

R/2018-351

It was moved and seconded

That Bylaw No. 7328-2017 be given second reading and forwarded to public hearing.

CARRIED

1500 *ADJOURNMENT* – 9:14 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

402 Minutes of the Public Hearing

City of Maple Ridge

PUBLIC HEARING

June 19, 2018

The Minutes of the Public Hearing held in the Council Chamber of City Hall, 11995 Haney Place, Maple Ridge, British Columbia on June 19, 2018 at 7:11 p.m.

PRESENT

Elected Officials

Mayor N. Read
Councillor C. Bell
Councillor K. Duncan
Councillor G. Robson
Councillor T. Shymkiw
Councillor C. Speirs

ABSENT

Councillor B. Masse
Councillor T. Shymkiw

Appointed Staff

P. Gill, Chief Administrative Officer
F. Quinn, General Manager of Public Works and
Development
K. Swift, General Manager of Parks, Recreation & Culture
C. Carter, Director of Planning
L Benson, Corporate Officer
A. Gaunt, Confidential Secretary
Other staff as required
D. Hall, Planner 2
D. Pollock, Municipal Engineer

Mayor Read called the meeting to order. The Corporate Officer explained the procedure and rules of order of the Public Hearing and advised that the bylaws will be considered further at the next Council Meeting on June 26, 2018.

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

1) 2015-318-RZ, 1650 224 Street

Maple Ridge Official Community Plan Amending Bylaw No. 7329-2017

To Amend Schedule "A", Chapter 10.4 Town Centre Area Plan, Schedule 1 – Town Centre Area Land-Use Designation Map from Ground Oriented Multi-Family to Low Rise Apartment.

Maple Ridge Zone Amending Bylaw No. 7198-2015

To rezone from RS-1 (One Family Urban Residential) to RM-2 (Medium Density Apartment Residential). The current application is to permit the construction of approximately 130 unit Multi-Family building.

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

D. Hall, Planner gave a PowerPoint presentation providing the following information:

- Application Information
- Subject Map
- Official Community Plan Context
- Neighbourhood Context
- Site Characteristics
- Development Proposal
- Proposed Site Plan
- Building Elevations
- Landscape Plan
- Terms and Conditions

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 7:17 p.m.

N. Read, Mayor

Certified Correct

L. Benson, Corporate Officer

700 *ITEMS ON CONSENT*

701 *Minutes*

701.1 Development Agreements Committee

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

June 5, 2018

Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 17-129228

LEGAL: Lot 4 District Lot 248 Group 1 NWD Plan EPP53735

LOCATION: 21315 123B Avenue

OWNER: Gurpreet Rakhra and Jiwanwant K Rakhra

REQUIRED AGREEMENTS: Wastewater (Sewage) Pump Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-129228.

CARRIED

2. 16-123847

LEGAL: Lot 2 Section 15 Township 12 NWD Plan EPP56127

LOCATION: 24271 112 Avenue

OWNER: Karmjit Thiara

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-123847.

CARRIED

3. 17-124144

LEGAL: Lot 2 District Lot 242 Group 1 NWD Plan BCP26209

LOCATION: 21222 123 Avenue

OWNER: Frederick J Bosch

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 17-124144.

CARRIED

4. 2016-394-SD

CURRENT LEGAL: Lot 56, Section 14 Township 12, Plan NWP39169
FUTURE LEGAL: Lot 1 Section 14 Township 12 NWD Plan EPP75602;
Lot 2 Section 14 Township 12 NWD Plan EPP75602.

LOCATION: 25237 112 Avenue

OWNER: Jomon and Meenam Meleppuram

REQUIRED AGREEMENTS: Subdivision Servicing Agreement;
Enhancement & Maintenance Agreement;
Watercourse and Habitat Protection Covenant;
Stormwater Management Covenant;
Septic Field Covenant.

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 2016-394-SD.

CARRIED

5. 17-125571

LEGAL: Parcel A Section 16 Township 12 NWD Plan EPP73123
LOCATION: 11951 240 Street
OWNER: JAAF Holdings Ltd.
REQUIRED AGREEMENTS: Sump Pump Covenant (Storm);
Form C Modification – Revised Stormwater Management
System.

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENTS AS THEY RELATE TO 17-125571.

CARRIED

6. 2017-377-DP

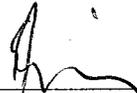
LEGAL: Lot 32 Section 28 Township 12 NWD Plan BCP44420
LOCATION: 23415 Cross Road
OWNER: 1070864 B.C. Limited
REQUIRED AGREEMENTS: Statutory Right of Way for City and Public Access to Trail

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-377-DP.

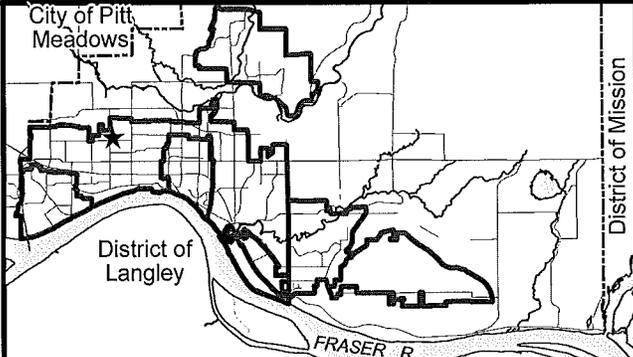
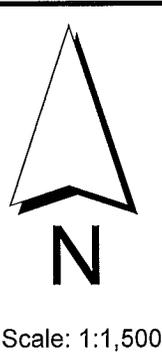
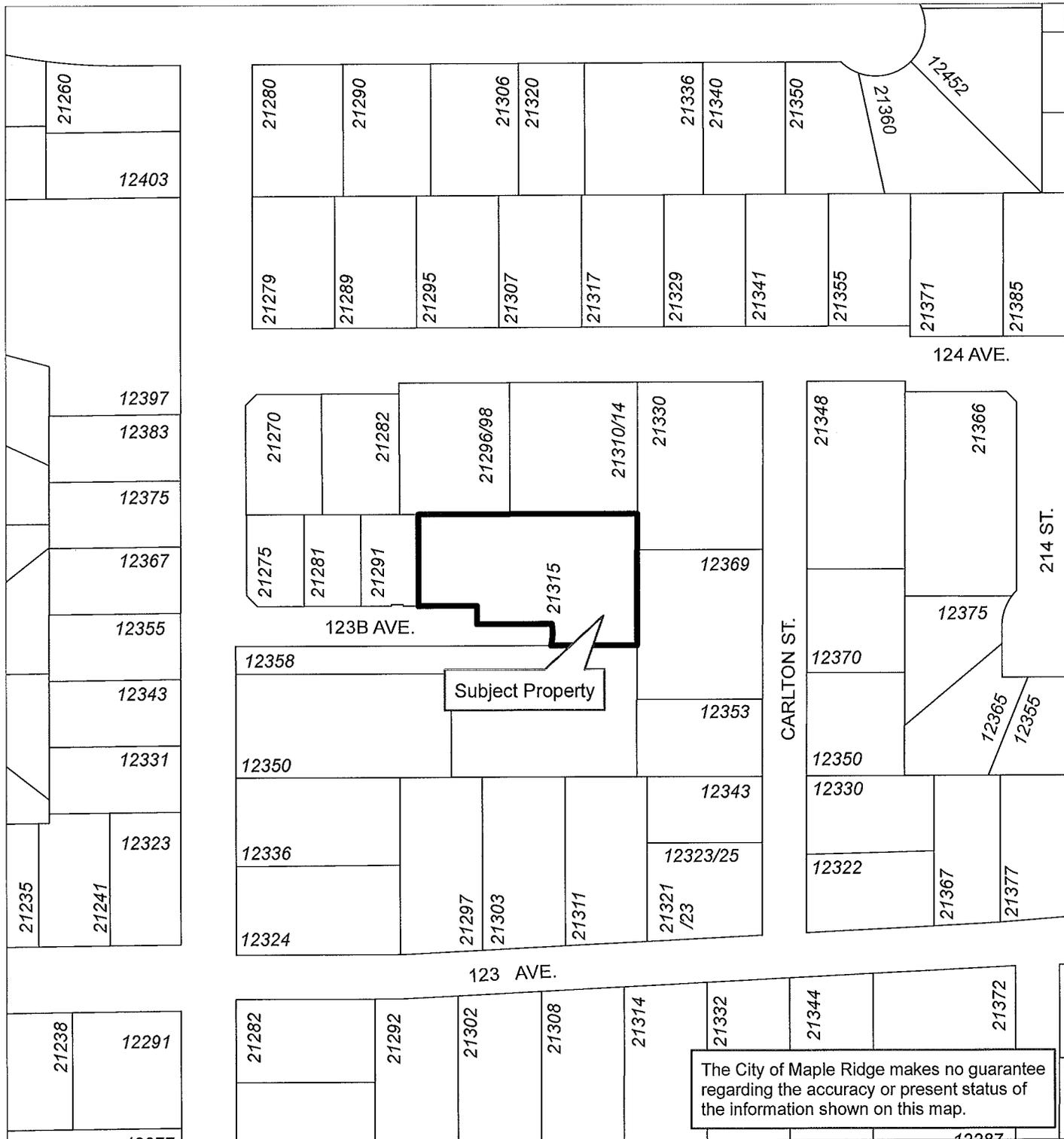
CARRIED



Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



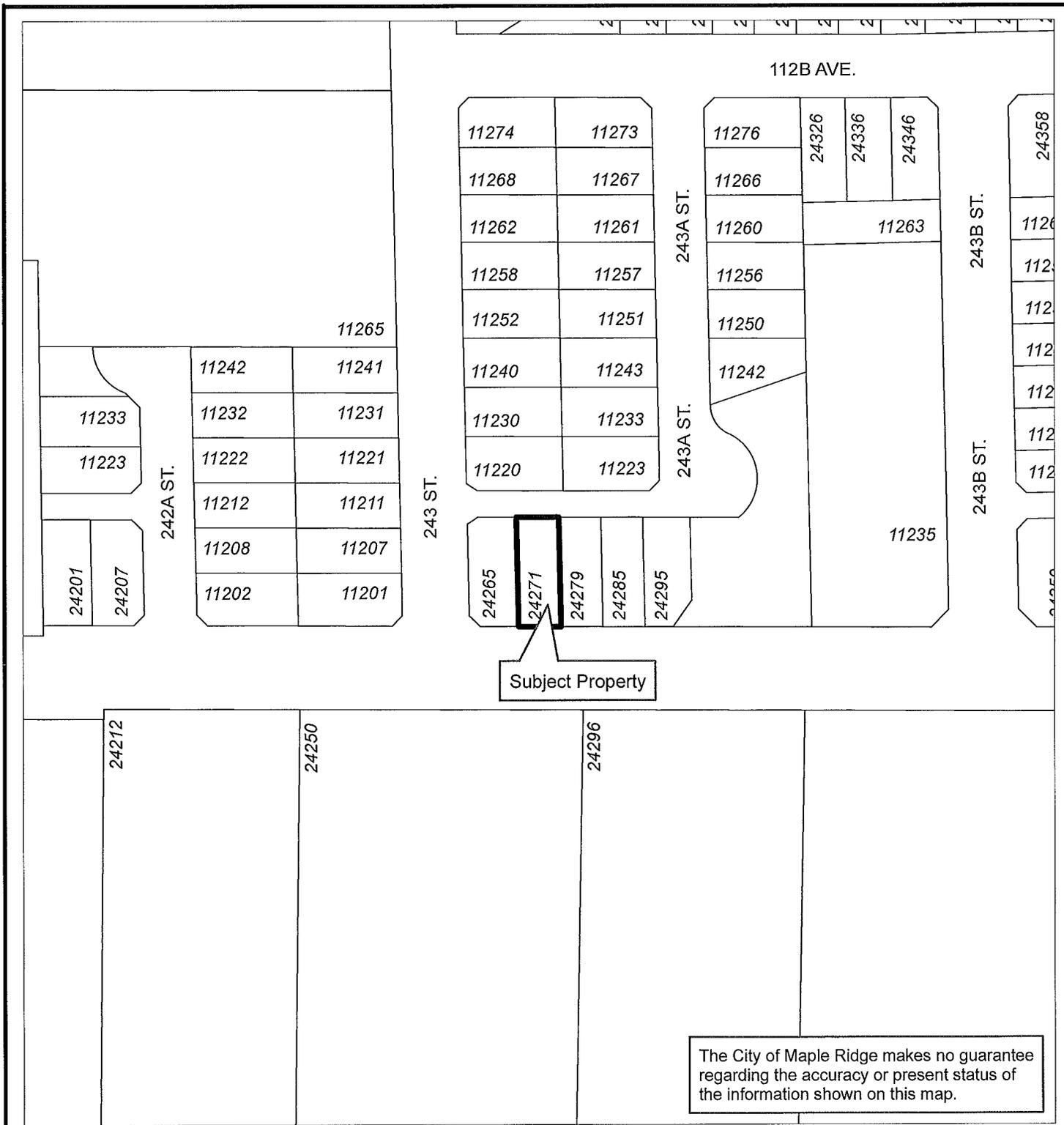
21315 123B Ave

ENGINEERING DEPARTMENT

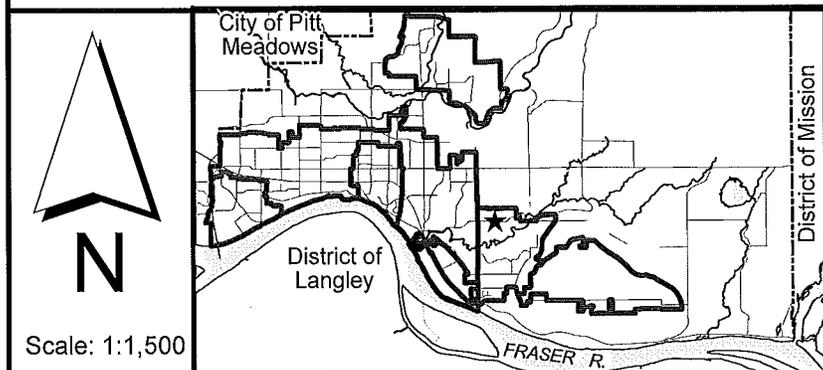
MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1.mxd
DATE: May 31, 2018
BY: MC



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

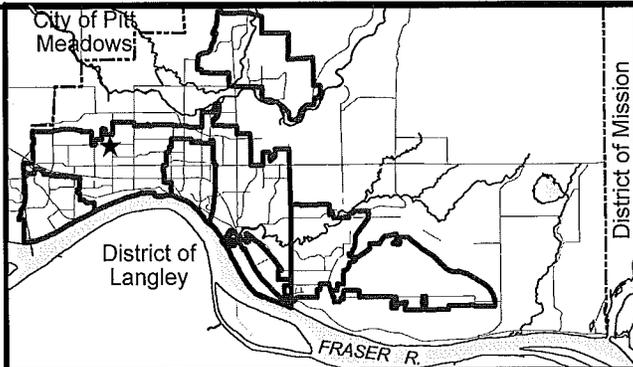
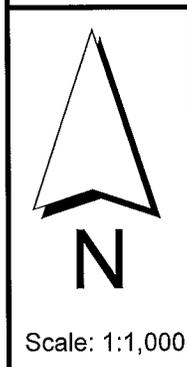
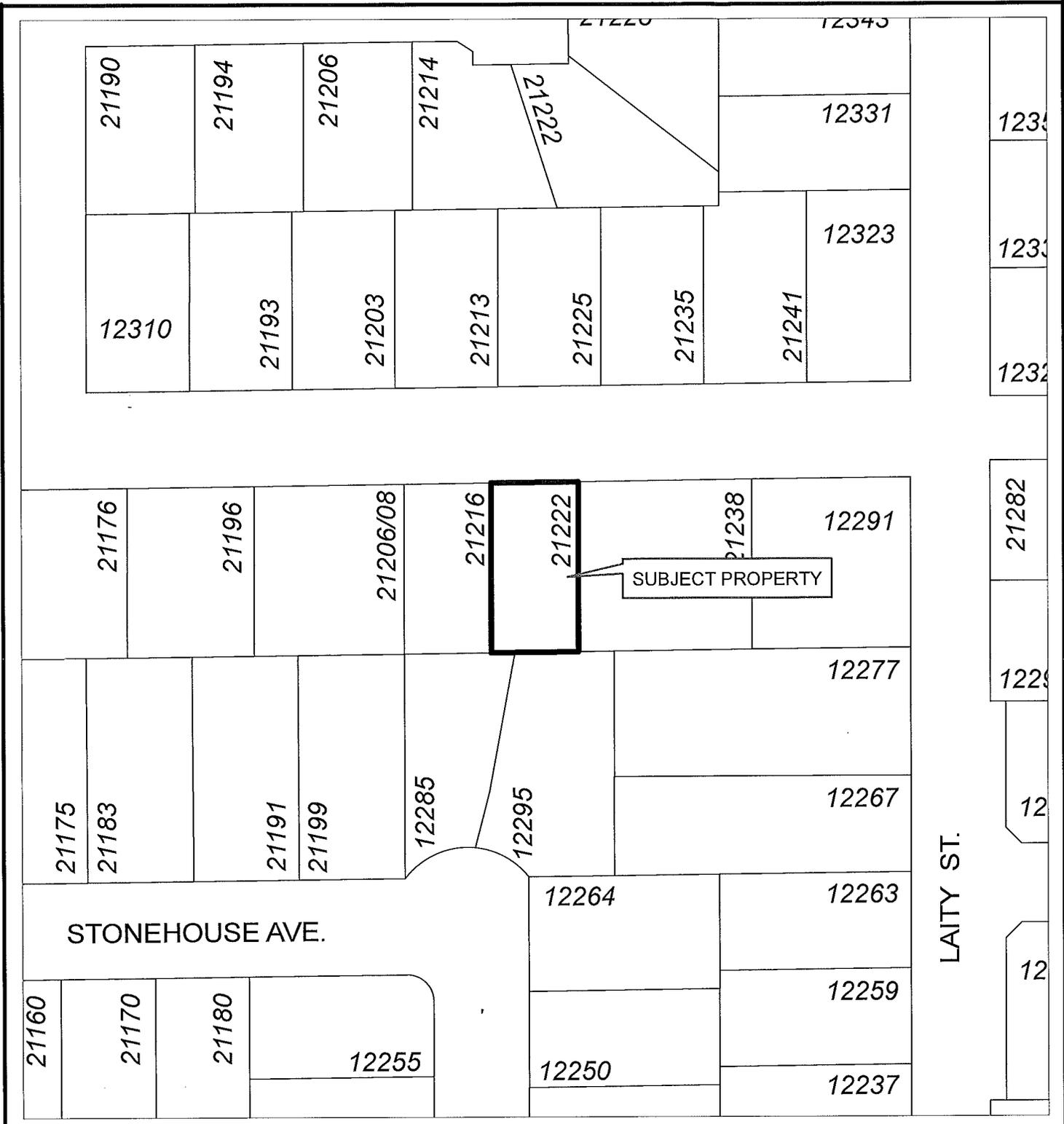


24271 112 Ave

ENGINEERING DEPARTMENT

mapleridge.ca

FILE: Subject_Map10.4.1.mxd
 DATE: May 30, 2018
 BY: MC

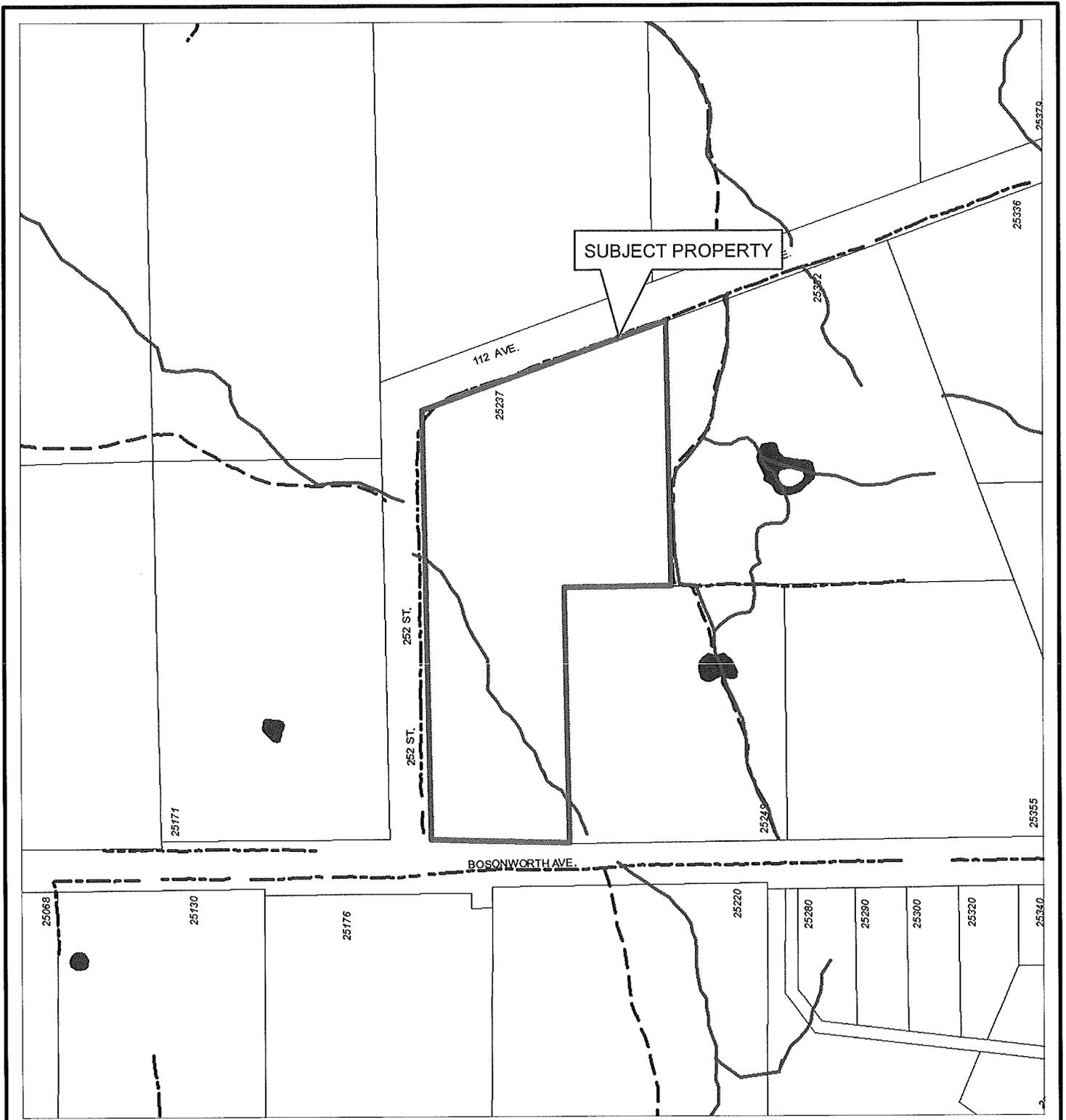


21222 - 123 Ave

ENGINEERING DEPARTMENT

mapleridge.ca

FILE: Untitled
 DATE: Jun 5, 2018
 BY: LM



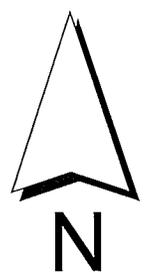
SUBJECT PROPERTY

112 AVE.

BOSONWORTH AVE.

Legend

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



Scale: 1:2,500

25237 112 AVENUE

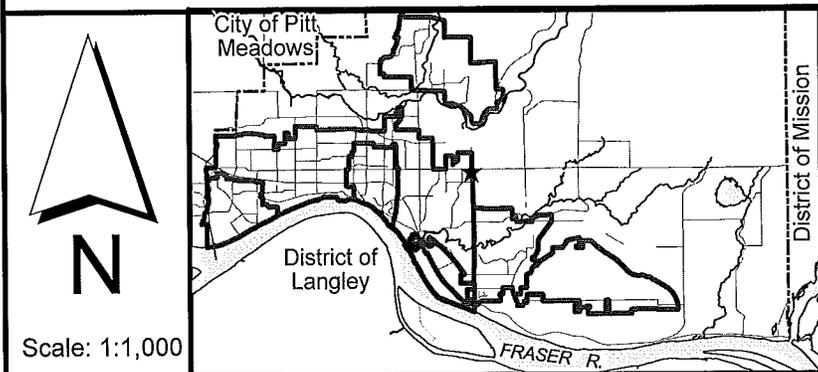
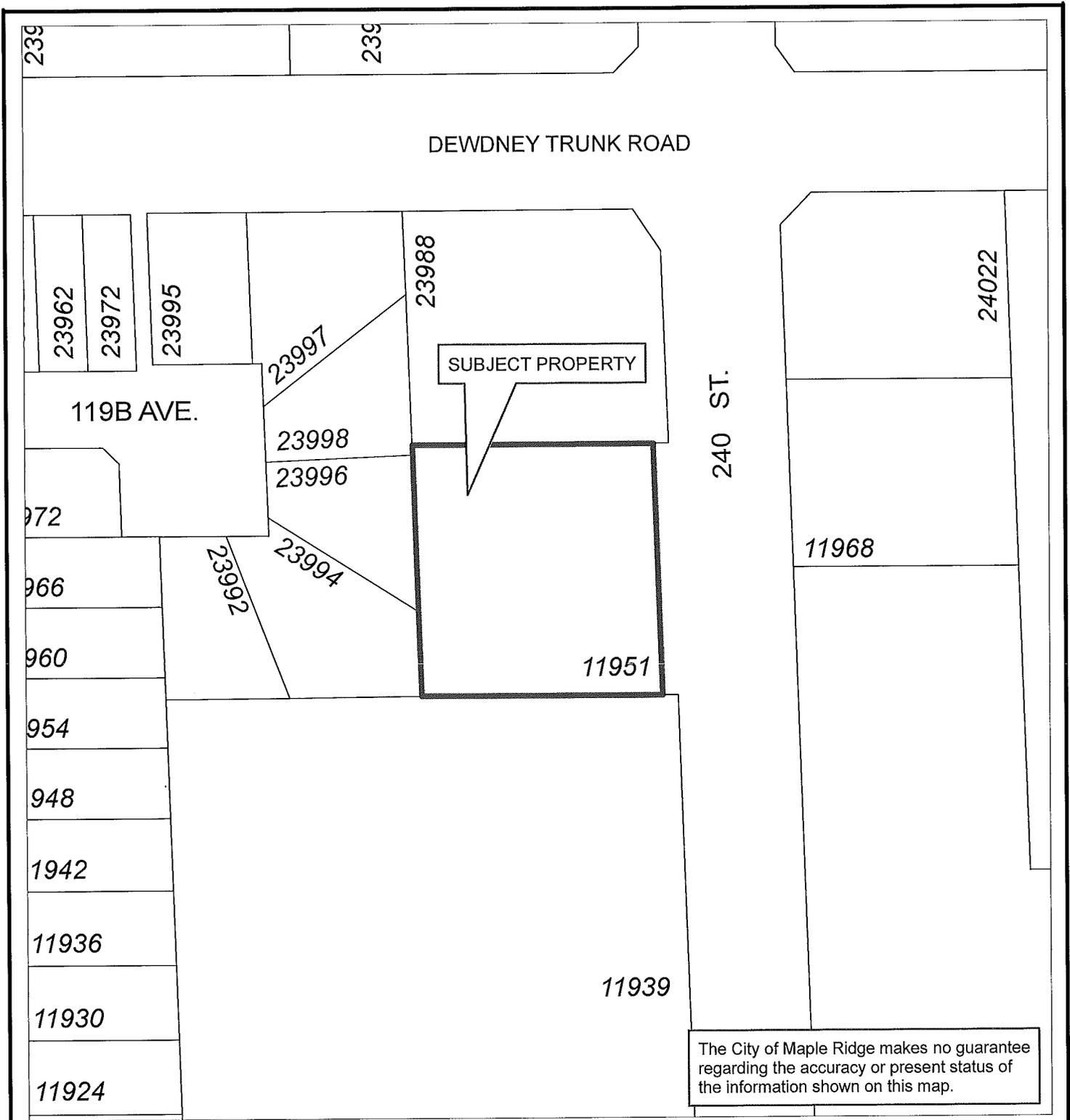
PLANNING DEPARTMENT



mapleridge.ca

FILE: 2017-087-DP
DATE: Mar 16, 2017

BY: PC



11951-240 STREET
FORM C MODIFICATION & R/C

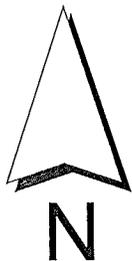
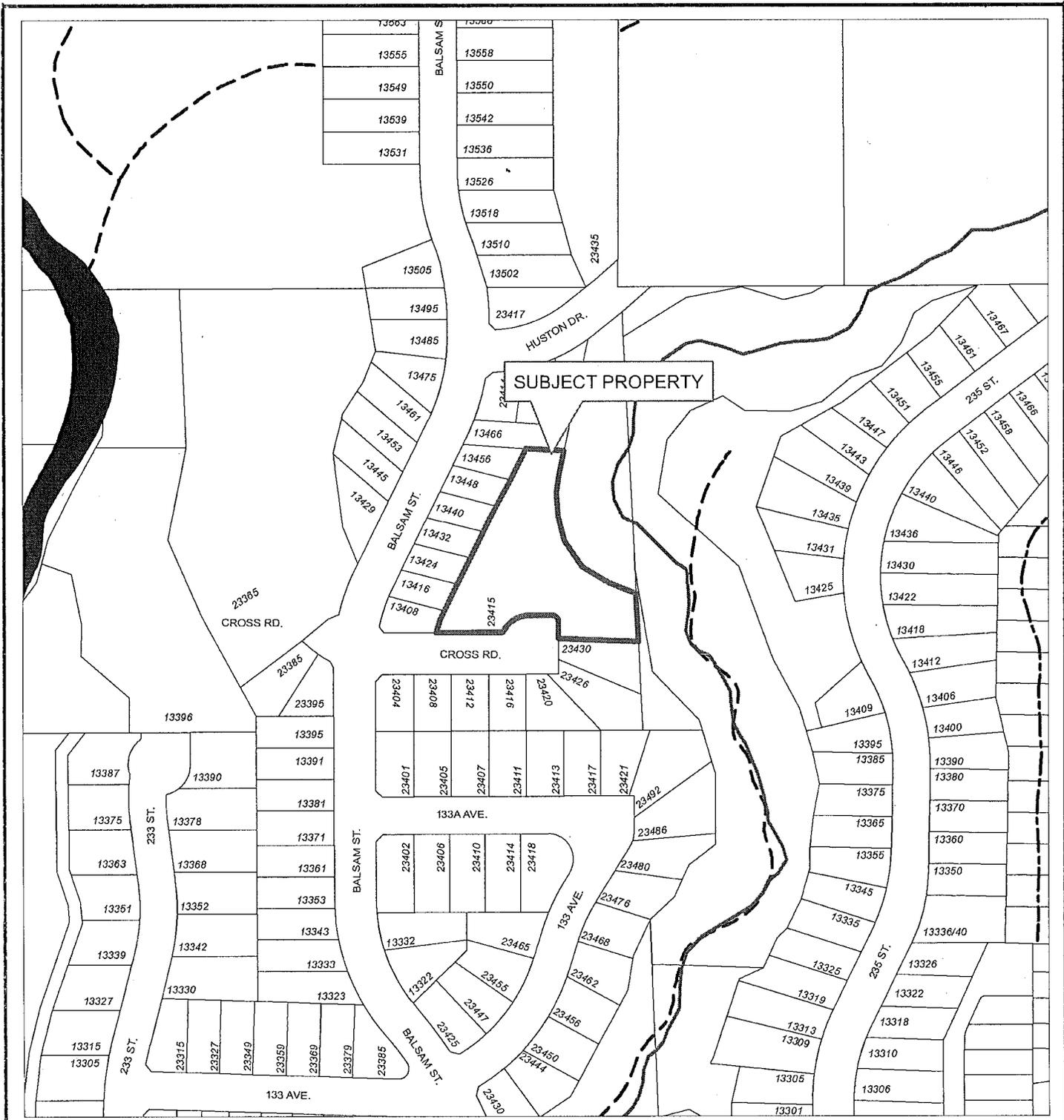
LICENCES, PERMITS & BYLAWS DEPT.

 **MAPLE RIDGE**
 British Columbia

mapleridge.ca

FILE: Subject_Map10.4.1
 DATE: Jun 4, 2018

BY: JP



Scale: 1:2,500

Legend

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

23415 CROSS ROAD

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2017-377-DP
DATE: Aug 28, 2017

BY: PC

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

June 7, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 2016-240-RZ

LEGAL: Lot 1 District Lot 401 Group 1 New Westminster District
Plan EPP65496

LOCATION: 11893 227 Street

OWNER: Falcon Village Development Ltd.

REQUIRED AGREEMENTS: Release (CA6059208)

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-240-RZ.

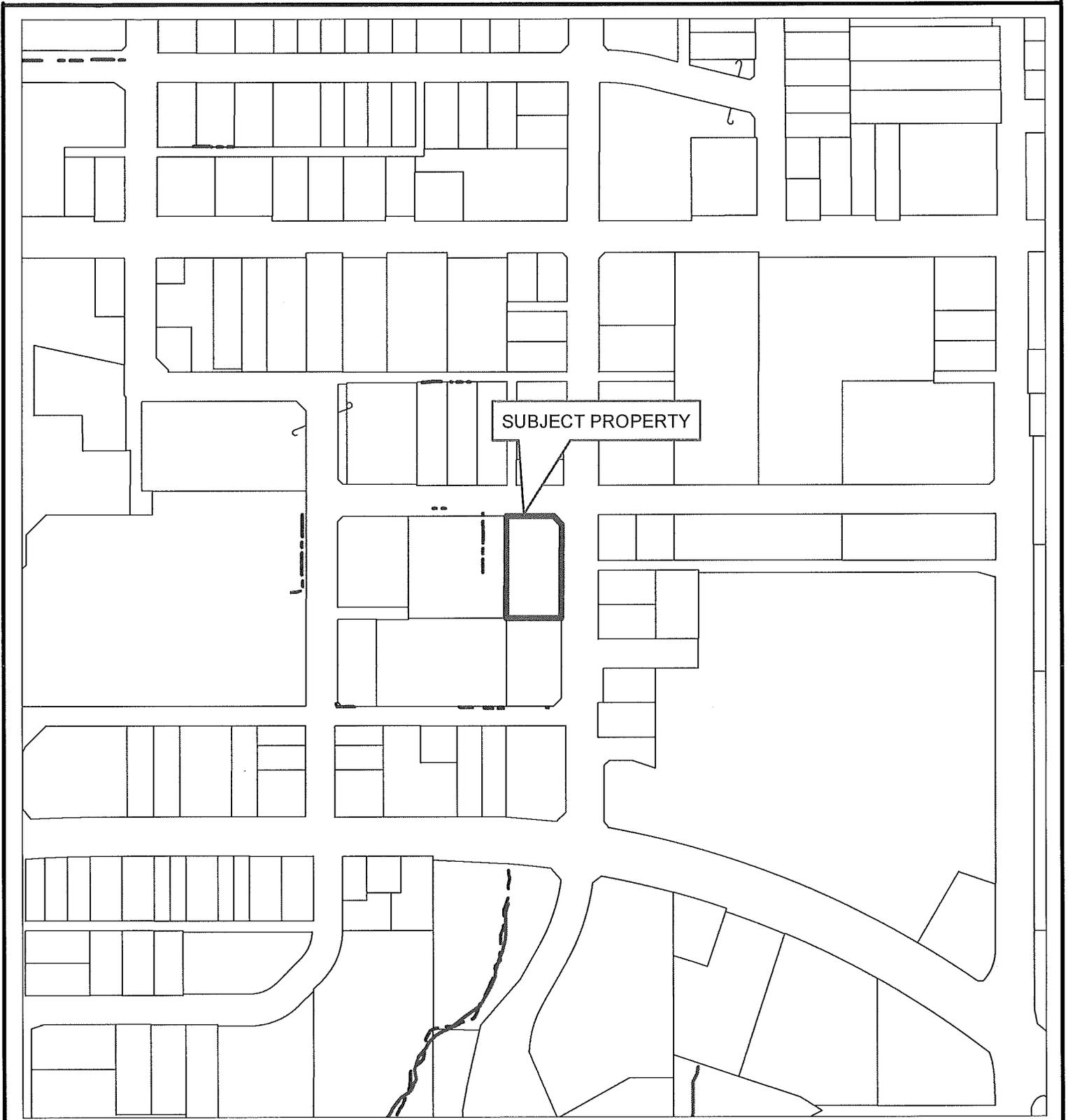
CARRIED



Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member



SUBJECT PROPERTY



Scale: 1:3,271

Legend

-  Stream
-  Ditch Centreline
-  Indefinite Creek

11893 227 STREET

PLANNING DEPARTMENT



MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 11893 227 STREET
DATE: Jun 7, 2018

BY: LP

**CITY OF MAPLE RIDGE
DEVELOPMENT AGREEMENTS COMMITTEE**

June 12, 2018
Mayor's Office

CIRCULATED TO:

Nicole Read, Mayor
Chair

Paul Gill, Chief Administrative Officer
Member

Catherine Schmidt, Recording Secretary

1. 16-131936 BG

LEGAL: Lot 8 Except Part Subdivided by Plan 32287 Section 23 Township 12
New Westminster District Plan 4023

LOCATION: 12260 250 Street

OWNER: Kenneth and Susan Toderas

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-131936 BG.

CARRIED

2. 2018-236-DP

LEGAL: Lot 5 Section 16 Township 12 New Westminster District
Plan LMP2879

LOCATION: 23418 118 Avenue

OWNER: Jack Kosaka

REQUIRED AGREEMENTS: Habitat Protection Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2018-236-DP.

CARRIED

3. 2017-169-SD

LEGAL: Lot 1 Section 33 Township 12 New Westminster District
Plan EPP60071

LOCATION: 13704 232 Street

OWNER: SV 232 Street Development Ltd. (Mohammad Tavangar)

REQUIRED AGREEMENTS: Subdivision Servicing Agreement

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2017-169-SD.

CARRIED

4. 2016-132772 BG

LEGAL: Strata Lot 45 Section 11 Township 12 New Westminster District
Strata Plan EPS234

LOCATION: 25588 Godwin Drive

OWNER: Zachariah and Nancy Essery

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 2016-132772 BG.

CARRIED

5. 16-129296 BG

LEGAL: Strata Lot 10 Section 11 Township 12 New Westminster District
Strata Plan EPS234

LOCATION: 10900 Carmichael Street

OWNER: Yong Guang Zhang and Ling Yun Wu

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 16-129296 BG.

CARRIED

6. 18-106532 BG

LEGAL: Lot 373 Section 20 Township 12 New Westminster District
Plan 69262

LOCATION: 22755 Balabanian Circle

OWNER: Celine Coppin and Grant Simpson

REQUIRED AGREEMENTS: Secondary Suite Covenant

THAT THE MAYOR AND CORPORATE OFFICER BE AUTHORIZED TO SIGN AND SEAL THE PRECEDING DOCUMENT AS IT RELATES TO 18-106532 BG.

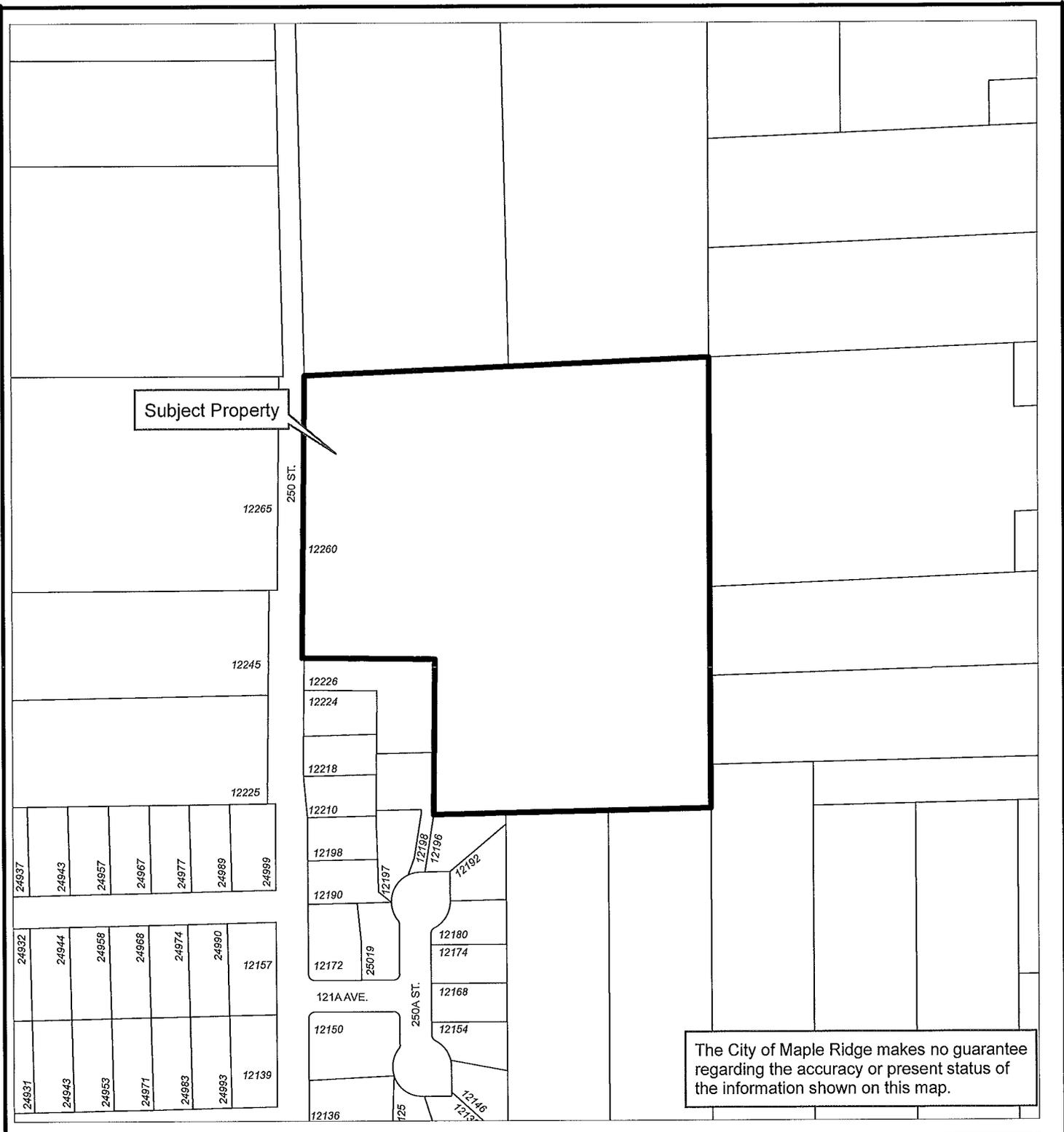
CARRIED



Nicole Read, Mayor
Chair



Paul Gill, Chief Administrative Officer
Member

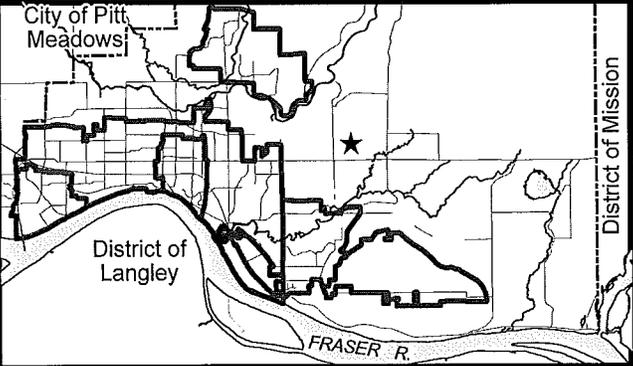


Subject Property

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



Scale: 1:2,500



12260 250 St

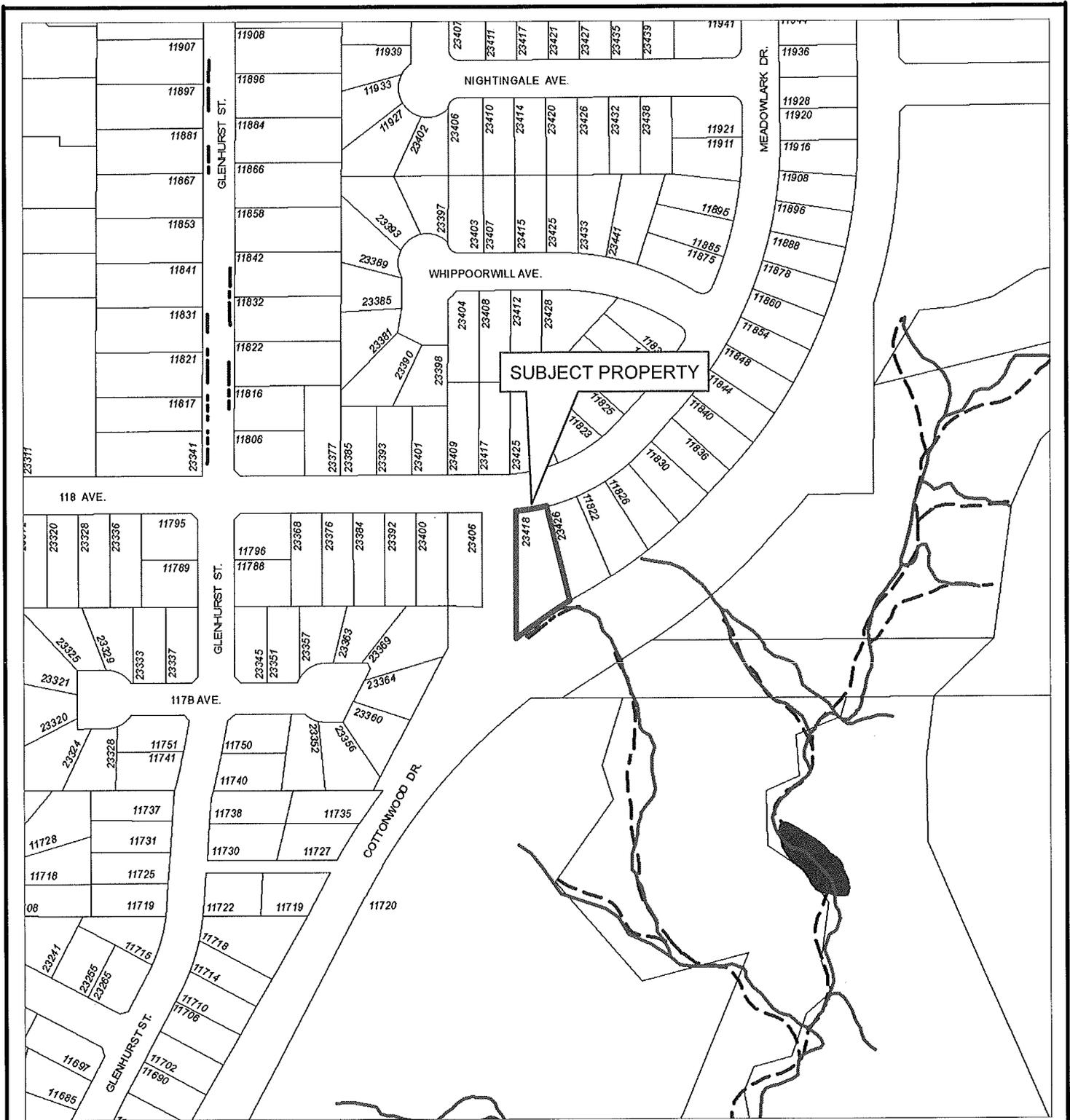
ENGINEERING DEPARTMENT



mapleridge.ca

FILE: Subject_Map10.4.1.mxd
DATE: May 28, 2018

BY: MC



Scale: 1:2,500

Legend

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

23418 118 AVENUE

PLANNING DEPARTMENT



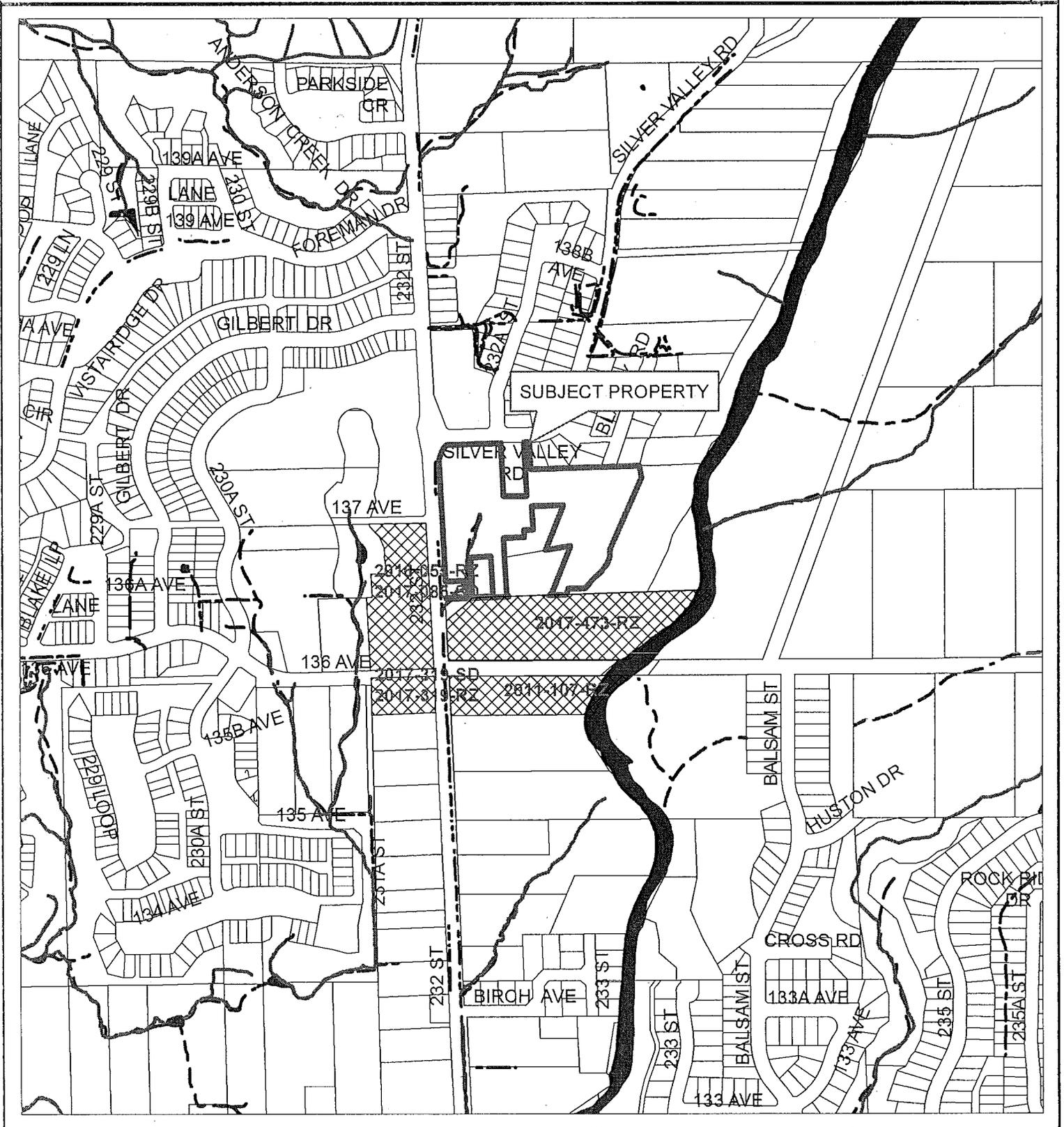
MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-236-DP
DATE: Jun 5, 2018

BY: LP



Scale: 1:6,886

Legend

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

13704 232 STREET

PLANNING DEPARTMENT

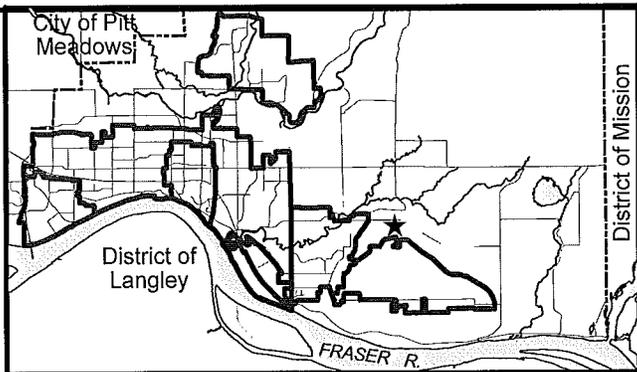
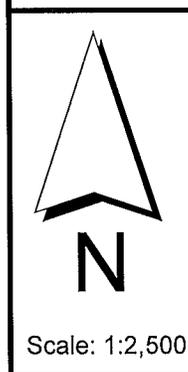
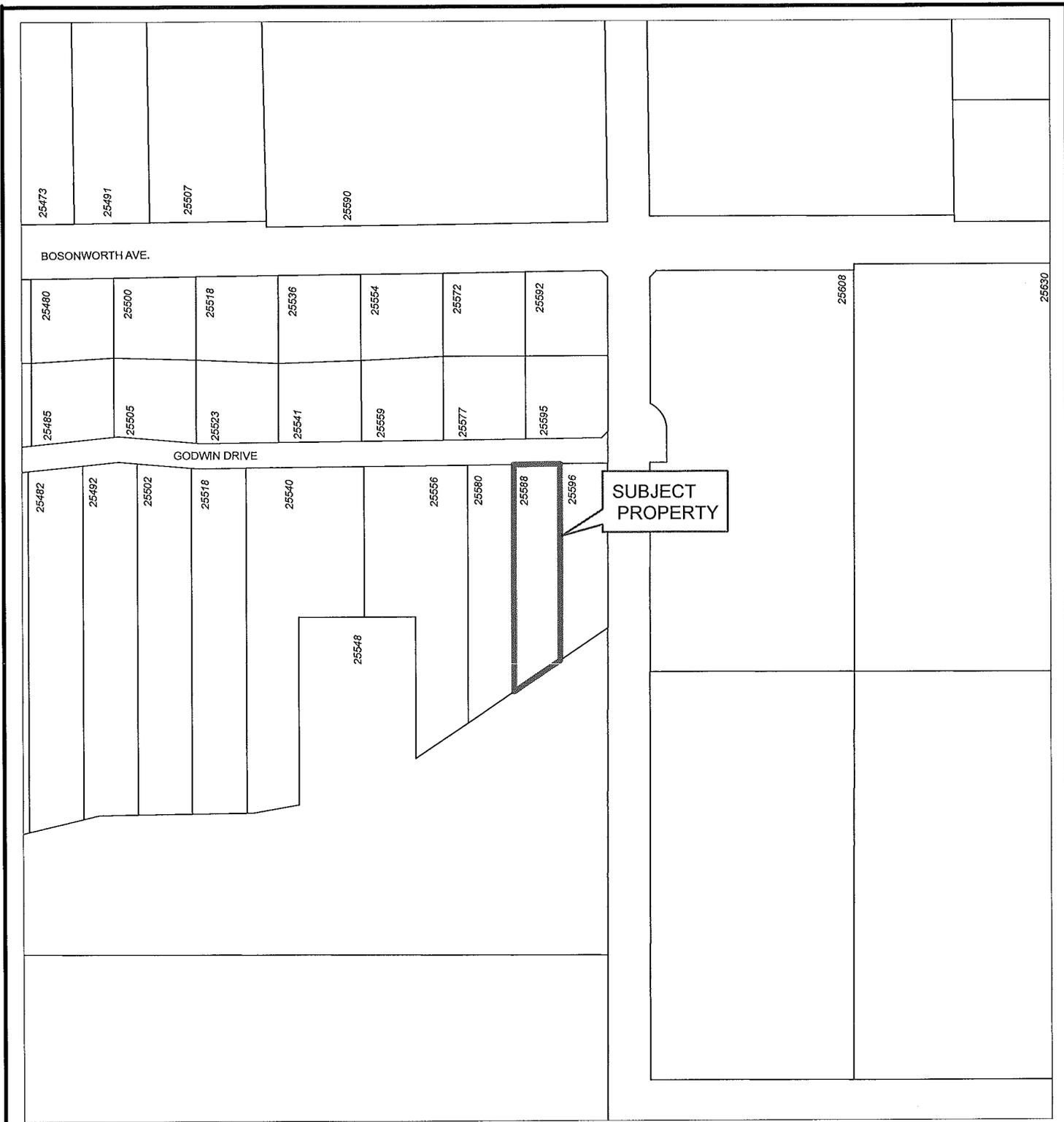


mapleridge.ca

FILE: 2018-204

DATE: May 17, 2018

BY: LP

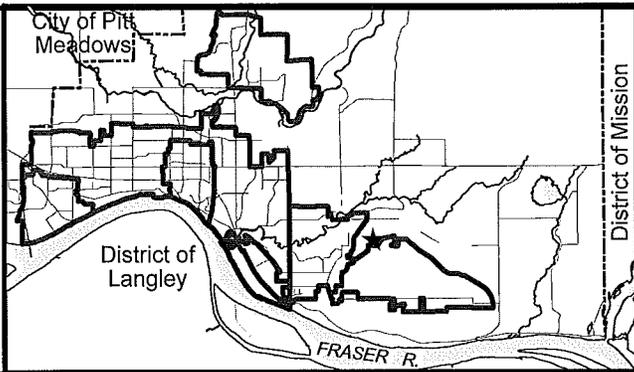
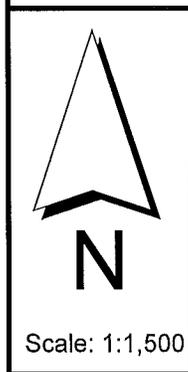
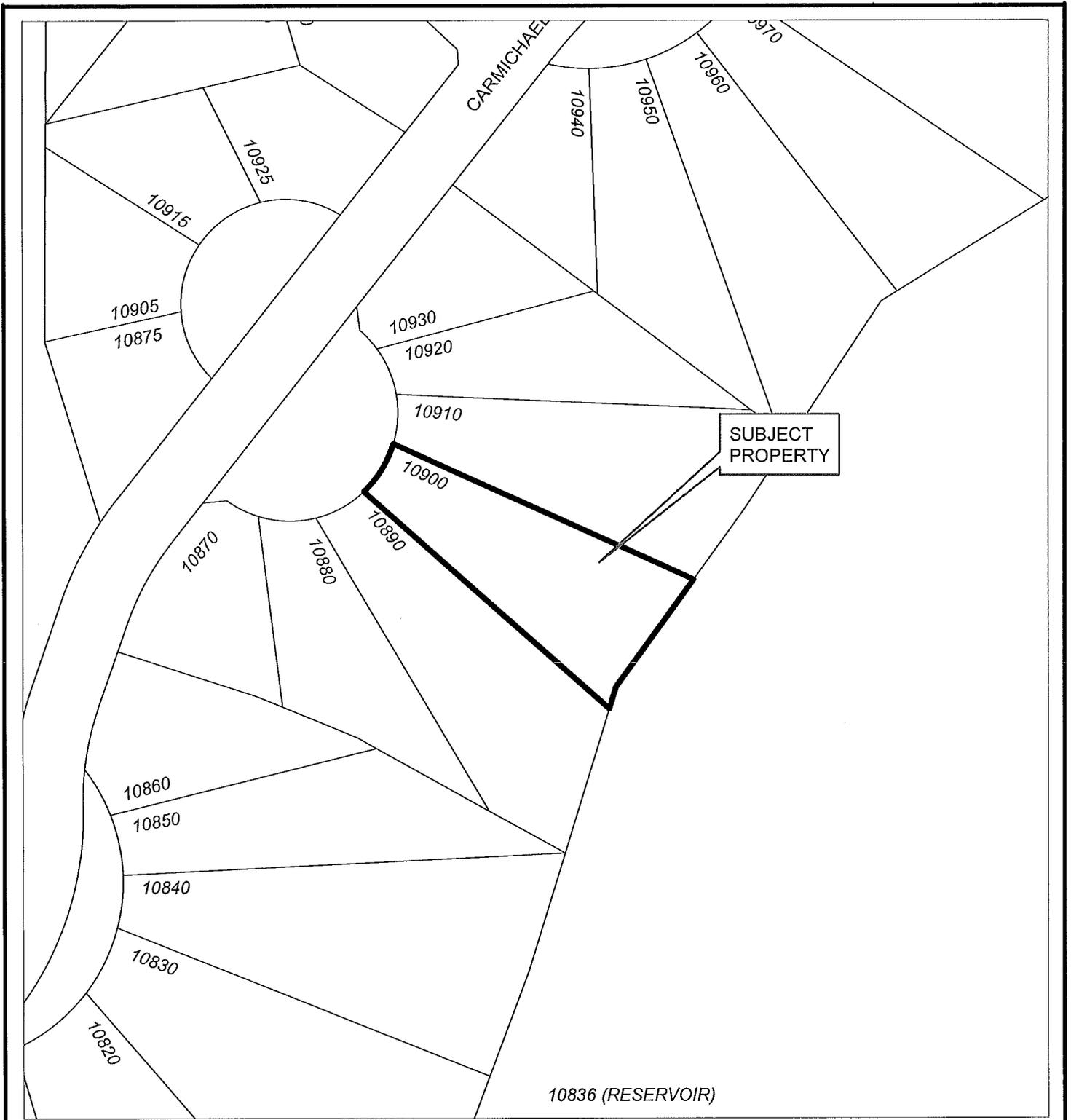


25588 GODWIN AVE

ENGINEERING DEPARTMENT

mapleridge.ca

FILE: Untitled
DATE: Jun 7, 2018
BY: C3



10900 CARMICHAEL ST

ENGINEERING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: Untitled
 DATE: Jun 8, 2018
 BY: C3

701.2 Minutes of Meetings of Committees and Commissions of Council

City of Maple Ridge

SOCIAL POLICY ADVISORY COMMITTEE MEETING MINUTES

The Minutes of the Regular Meeting of the Social Policy Advisory Committee, held in the Blaney Room, at Maple Ridge City Hall, 11995 Haney Place, Maple Ridge, British Columbia, on April 4, 2018 at 7:01 pm

COMMITTEE MEMBERS PRESENT

Councillor Masse	Council Liaison
Susan Carr, Chair	School District No. 42
Tarel Swansky, Vice Chair	Member at Large
Annette Morgan	Maple Ridge-Pitt Meadows-Katzie Seniors Network
Brenna Ayliffe	Fraser Health - Alternate
Cathy Bennett	Member at Large
Hailey Robinsmith	Member at Large – Youth Rep
Dr. Ingrid Tyler	Fraser Health
Jenny Earley	Maple Ridge Pitt Meadows Katzie Community Network
Mike Murray	School District No. 42 – Alternate
Trish Salisbury	Maple Ridge Pitt Meadows Katzie Community Network

STAFF MEMBERS PRESENT

Shawn Matthewson	Staff Liaison / Social Planning Analyst
Amanda Allen	Committee Clerk

GUESTS

Petra Frederick	Recreation Coordinator – Community Services, City of Maple Ridge
-----------------	--

ABSENT

Cpl. Amanda Harnett	Ridge Meadows RCMP
Ineke Boekhorst	Downtown Maple Ridge Business Improvement Association
Laura Butler	Member at Large

1. **CALL TO ORDER**

2. **APPROVAL OF THE AGENDA**

R/2018-006

It was moved and seconded

That the April 4, 2018 Social Policy Advisory Committee agenda be approved as circulated.

CARRIED

3. **ADOPTION OF THE MINUTES**

R/2018-007

It was moved and seconded

That the minutes of the Maple Ridge Social Policy Advisory Committee meeting dated February 7, 2018 be adopted.

CARRIED

Note: Cathy Bennett joined the meeting at 7:08 pm.

4. **DELEGATIONS**

4.1. **Age-friendly Implementation Strategy**

- Petra Frederick, Recreation Coordinator – Community Services, City of Maple Ridge

The Recreation Coordinator gave a presentation on the Age-friendly Implementation Strategy and the nine key features of an age friendly community. The Recreation Coordinator provided an overview of the implementation plan timeframe and reviewed the strategies where SPAC has been identified as a key partner: Transportation, Housing, Civic Participation and Employment, and Community Support and Health Services.

5. **ROUNDTABLE**

Hailey Robinsmith reported that the Cyber Security Town Hall hosted by MP Ruimy and the Constituency Youth Council was well attended and resulted in robust dialogue amongst the attendees. The Constituency Youth Council is considering hosting another Town Hall at the Pitt Meadows Seniors Centre within the next few months.

Tarel Swansky shared that she has opened a new family law practice in Maple Ridge.

Mike Murray reported that the Province of BC is conducting a funding formula review for education funding. One aspect of the funding under review is the \$63 million Community Link and Vulnerable student funding which is distributed among all 60 school districts. Mr. Murray indicated that some districts currently receive twice the funding of others on what appears to be historical funding and provided the example that School District No. 42 receives half of what allotted to the New Westminster School District. Mr. Murray reported that the Maple Ridge Pitt Meadows Board of Education is recommending the formula be based on a combination of the EDI, MDI and SSI rather than historic data in the hope of receiving more funding. Mr. Murray also shared news that School District No. 42 has received a grant to locate eight additional modular units for daycare on school grounds.

Trish Salisbury provided an update on the new Katzie Early Years Centre and reported that the Ridge Meadows Child Development Centre has seen an increase in First Nations children referred for services.

6. **NEW AND UNFINISHED BUSINESS**

6.1. **Work Plan discussion**

The Staff liaison advised that given the number of meetings remaining in 2018, SPAC work plan development will move forward in the new year with the priorities of the next elected Council.

6.2. **Subcommittee for planning second workshop – EDI/MDI Information**

In discussion with the Chair and Council liaison, the Staff liaison proposed the Early Development Instrument (EDI) and the Middle Years Development Instrument (MDI) as the topic for the next social policy engagement workshop. The Staff liaison suggested the workshop provide more details around the subsets of the Instruments, such as how kids are

feeling when entering Kindergarten and the vulnerability of kids around nutrition and sleep. There was discussion on the EDI/MDI as the next topic for the engagement workshop and agreement that the workshop would be a good opportunity to explore the level of vulnerability in the Community.

R/2018-008

It was moved and seconded

That a subcommittee be formed consisting of Jenny Earley, Trish Salisbury, Susan Carr, and Councillor Masse to plan a Social Policy Engagement Workshop on the Early Development Instrument and the Middle Years Development Instrument.

CARRIED

6.3. Resolutions to UBCM regarding the attraction of family physicians to the community

The Council liaison reviewed two of the resolutions approved by Council on March 27, 2018 for submission to the Lower Mainland Local Government Association (LMLGA) Conference. The Council Liaison reported on the numerous and complex reasons why growing numbers of residents do not have a family doctor.

The resolution titled "Increasing the Number of Family Practitioners in BC" urges the Province of BC to work with the College of Physicians and Surgeons of BC to expedite the licensing process for qualified International Medical Graduate physicians and to create more residency opportunities for medical school graduates. The resolution titled "Review of BC's Fee for Service Model" urges the Province of BC to undertake a review of the Fee for Service model with a view to make family physician compensation in BC more attractive to both encourage physicians to choose family practice and to retain the physicians to practice in BC.

The Staff liaison advised that endorsed resolutions from LMLGA are forwarded to the Union of British Columbia Municipalities for consideration.

6.4. Update on the Poverty Reduction Strategy

The Staff liaison reported on the March 26, 2018 Poverty Reduction Strategy community meeting. The Ministry of Social Development and Poverty Reduction have completed 25 of 28 community consultations in order to gather themes to provide the framework for the strategy. It is the plan of the Ministry to have a document reflective of the data generated by June 2018 with the Strategy legislated in the fall. The Poverty Reduction Strategy will require numerous ministries to work together with a focus on affordability, opportunity and respect for six identified cohorts ranging from seniors to lone parents.

6.5. Metro Vancouver Youth Homeless Count April 4-12

The Staff liaison reported on the first ever homeless count for Youth in Metro Vancouver. On April 5, 2018, a magnet event is being hosted at the Greg Moore Youth Centre from 6:30 - 9:30 pm to draw Youth to the count. The methodology has the count running an entire week and will offer two ways to input data, one from service delivery providers and the other from a self-reported survey. There was discussion on the definition of homeless and youth and the Staff liaison advised that the count is for Youth aged 13-24 and homeless is defined as 30 days or more without a place to live. A full report is tentatively scheduled for release in the fall.

7. **COMMITTEE UPDATES**

7.1. **Community Network**

Jenny Earley provided a copy of the Community Network Coordinator's Annual Report 2017 which outlined the activities and outcomes achieved in 2017. Ms. Earley reported that MP Ruimy attended the last CN meeting and that a monthly column in the Maple Ridge Pitt Meadows News will be published with the intention to strengthen CN communication out to community. A CN orientation will be held April 10, 2018 from 11:45am- 12:45pm and members were invited to attend.

7.2. **Youth Strategy**

The Staff liaison reported that a draft Terms of Reference with proposed membership is under development and will be forthcoming for Council consideration.

7.3. **Opioid Overdose Working Group**

Dr. Tyler reported that Kat Wahama has been recruited as Community Co-Chair for the Community Action team. The Humans of Maple Ridge: A Celebration and Photo-Exhibit will be on display at the ACT on April 9, 2018 from 12:00-7:00pm, and members were encouraged to attend the free event. The Opioid Overdose Working Group has identified several projects on which to proceed once access to the provincial funding for Community Action Teams has been determined.

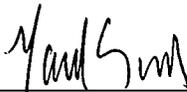
7.4. **Youth Wellness Centre**

The Staff liaison advised that a report was presented at the March 27, 2018 Council meeting which outlined funding options for construction of Youth Wellness Centre for Council consideration. The Council liaison reported that Council resolved to donate land adjacent to the Greg Moore Youth Centre and \$500,000 towards the capital costs of building a Youth Wellness Centre, contingent on the balance of funding being secured.

8. **CORRESPONDENCE** - Nil

9. **QUESTION PERIOD** - Nil

10. **ADJOURNMENT** – 8:54 pm.



for S. Cart, Chair

/aa



City of Maple Ridge

TO: Her Worship Mayor Nicole Read and Members of Council **MEETING DATE:** June 26, 2018
FROM: Chief Administrative Officer **MEETING:** Council
SUBJECT: Disbursements for the month ended May 31, 2018

EXECUTIVE SUMMARY:

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

RECOMMENDATION:

That the disbursements as listed below for the month ended May 31, 2018 be received for information only.

GENERAL	\$ 6,734,098
PAYROLL	\$ 1,778,913
PURCHASE CARD	\$ <u>93,274</u>
	\$ <u>8,606,285</u>

DISCUSSION:

a) Background Context:

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

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

b) Community Communications:

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

c) Business Plan / Financial Implications:

Highlights of larger items included in Financial Plan or Council Resolution

• Astroturf West Distributor Ltd –Synthetic turf field supply & install	\$ 444,150
• Cedar Crest Lands (BC) Ltd – Merkley artificial turf field	\$ 482,038
• Drake Excavating – 263 St water pump station project	\$ 364,727
• G.V. Water District – Water consumption Jan 31 – Feb 27/18	\$ 548,758
• Ridge Meadows Recycling Society – Monthly contract for recycling	\$ 207,783

d) Policy Implications:

Corporate governance practice includes reporting the disbursements to Council monthly.

CONCLUSIONS:

The disbursements for the month ended May 31, 2018 have been reviewed and are in order.

Original signed by Trevor Hansvall

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

Original signed by Trevor Thompson

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

Original signed by Paul Gill

Concurrence: **Paul Gill, BBA, CPA, CGA**
Chief Administrative Officer

CITY OF MAPLE RIDGE
MONTHLY DISBURSEMENTS - May 2018

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>	<u>AMOUNT</u>
1103980 BC Ltd	Security refund		53,924
AP Technology	Securecheck 9 premium software		17,048
Associated Engineering (BC) Ltd	225 St forcemain upgrade		30,895
Astroturf West Distributor Ltd	Synthetic turf field supply & install - Merkle Field		444,150
BC Hydro	Electricity		133,166
BC Hydro & Power Authority	Pole relocation 232 St		69,949
BC Institute of Technology	Employee courses		21,168
BC SPCA	Contract payment - Apr		29,190
BDO Canada Llp	2017 financial statement audit		27,458
Cedar Crest Lands (BC) Ltd	Merkley artificial turf field		482,038
City of Pitt Meadows	RCMP cost share 2017		32,165
CLCS Ltd	Services rendered at Lion's Park Sport Court & Pump Track		76,126
Cleave Cattle Co Inc	Security refund		21,212
Cobing Building Solutions	Electrical/Mechanical Maintenance:		
	City Hall	2,713	
	Fire Halls	7,213	
	Hammond Community Centre	8,748	
	Leisure Centre	13,869	
	Maple Ridge Park	1,043	
	Operations	1,520	
	RCMP	586	
	Riebolt Park	4,246	
	The Act	8,517	
		48,455	48,455
Corix Control Solutions	Pump station chlorine equipment		24,737
Craven Huston	Albion neighbourhood learning and community centre	30,008	
	Maple Ridge Cemetery expansion	2,722	
		32,730	32,730
CUPE Local 622	Dues - pay periods 18/09 & 18/10		32,004
Double Gold Holdings Ltd	Compensation due for road dedication - portion of 24197 Fern Crescent		85,000
Double M Excavating Ltd	232 St (132 Ave to Silver Valley Road)		17,402
Dougness Holdings Ltd	Flush & CCTV works yard		28,412
Drake Excavating (2016) Ltd	263 St water pump station project		364,727
Fitness Edge	Contracted service provider - fitness classes & programs		25,679
Frazer Excavation Ltd	Roadworks material hauling		16,537
Gotraffic Management Inc	Traffic control		23,917
Greater Vancouver Water District	Water consumption Jan 31 - Feb 27/18	476,124	
	Maple Ridge billing - micro (Apr)	700	
		476,824	476,824
Guillevin International Inc	Firefighter equipment	5,141	
	Firefighter protective wear	1,746	
	Operations electrical supplies	31,353	
	Works Yard inventory supplies	2,182	
		40,421	40,421
Hallmark Facility Services Inc	Janitorial services & supplies:		
	City Hall	3,566	
	Fire Halls	4,736	
	Library	4,457	
	Operations	4,234	
	Randy Herman Building	4,958	
	RCMP	4,234	
		26,185	26,185
Howell, Deanna	Security refund		15,000
IDRS	Tax notice mailing		29,526

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>	<u>AMOUNT</u>
Image Painting & Restoration Ltd	Painting & restoration services:		
	Hammond pool	630	
	Albion Park	1,155	
	Riebolt Park	3,833	
	Streetlight poles	394	
	Operations	7,823	
	Caretaker house	5,250	19,084
Kal Tire	Security refund		18,750
Lafarge Canada Inc	Roadworks material		37,868
Manulife Financial	Employer/employee remittance		154,725
Maple Ridge & PM Arts Council	Arts Centre contract	55,254	
	Program revenue - Mar & Apr	48,485	103,738
Maple Ridge Motor Sport Ltd	2018 Kawasaki KAF620		18,751
Mcelhanney Consulting Services	Drainage consulting - various projects		18,223
Medical Services Plan	Employee medical & health premiums		20,438
MR PM Community Services	Grant - restorative justice program		31,600
Municipal Pension Plan BC	Employer/employee remittance		471,091
Novax Industries Corp	240 St DTR intersection align		15,195
Opus Consulting Group Ltd	Standard desktop - Dell Precision 3420 x75	106,144	
	Standard tablet - Dell Latitude 5285 x1	2,214	
	Thin client - Dell Wyse 5060 x25	13,001	121,360
	Gasoline & diesel fuel		59,779
Parkland Refining (BC) Ltd	Project initiation (milestone 2) - recreation software implementation		16,664
Perfectmind Inc	Employer/employee remittance PP18/09 & PP18/10		817,333
Receiver General For Canada	Synthetic turf replacement - Samuel Robertson Technical School	4,098	
RF Binnie & Associates Ltd	207 St - watermain	1,848	
	207 St - communication duct	2,961	
	Telosky Stadium design	9,502	
	207 St - signal upgrade	5,670	24,078
	Ice rental - Apr	55,060	
RG Arenas (Maple Ridge) Ltd	Curling rink operating expenses - Mar	4,672	59,733
	Lasherfiche software renewal Mar 1/18 - Feb 28/19	91,305	
Ricoh Canada Inc	Quarterly copy usage	13,876	
	Scanned images	9,861	115,043
	2018 service agreement		16,500
Ridge Meadows Search & Rescue Ridge Meadows Recycling Society	Monthly contract for recycling	207,783	
	Weekly recycling	417	
	Toilet rebate program	551	
	Litter pickup contract	3,586	
	Chipping program	1,786	
	Education - Wildsafe BC	2,500	216,623
	Final billing - Trailer shelter construction	26,814	
	Amount deducted for holdback on progress billings	29,311	56,125
Sanscorp Products Ltd	Roadworks material		27,471
Shape Architecture Inc	Leisure Centre pool renovation	13,031	
	Leisure Centre pool change room & lobby renovation	5,944	18,974
Softchoice Lp	Dell CTO pro support (May 2018 - Apr 2019)	31,064	
	Adobe subscription	8,401	
	Sophos antivirus subscription	3,700	43,165
Stantec Consulting Ltd	270A St reservoir	24,130	
	263 St water pump station replacement	6,387	30,517

<u>VENDOR NAME</u>	<u>DESCRIPTION OF PAYMENT</u>	<u>AMOUNT</u>
Stewart Mcdannold Stuart	Professional fees	16,065
T & T Demolition Ltd	Debris removal & site clearing at 23863 112 Ave	60,018
Tempest Development Group	Migration of business license data and processes to Tempest	70,424
Triahn Enterprises Ltd	117 Ave multi-use path (Burnett St - 231 St)	19,005
Turning Point	Virtual host expansion	32,033
Vintage Woodworks Inc.	Haney House Museum window and door work	42,263
Warrington PCI Management	Advance for Tower common costs	60,000
Watson Advisors Inc	Professional fees - recruitment	30,582
Westridge Security Ltd	Community security patrols - Apr	19,454
	Guard service - Apr	<u>3,594</u>
		<u>23,048</u>
Disbursements In Excess \$15,000		5,612,310
Disbursements Under \$15,000		1,121,787
Total Payee Disbursements		<u>6,734,098</u>
Payroll	PP18/10 & PP18/11	1,778,913
Purchase Cards - Payment		93,274
Total Disbursements May 2018		<u><u>8,606,285</u></u>



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 2018 Council Expenses

MEETING DATE: June 26, 2018
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY

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

RECOMMENDATION:

Receive for information

Discussion

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

"original signed by Cindy Dale"

Prepared by: Cindy Dale
Executive Assistant, Corporate & Financial Services

"original signed by Trevor Thompson"

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

"original signed by Paul Gill"

Approved by: Paul Gill, BBA, CPA, CGA
Chief Administrative Officer

702.2

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Bell, Corisa						
January	Portable electronic device charges (e.g. Ipad)				17.12	
	Local Government Leadership Academy (LGLA) Conference	156.60				
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				17.12	
	Alouette Addictions Fundraiser		60.00			
March	Portable electronic device charges (e.g. Ipad)				17.12	
	MR Chamber of Commerce Business Excellence Awards		125.00			
April	Portable electronic device charges (e.g. Ipad)				17.12	
	CivX 2018: Smart Communities, Smart Region April12	199.00				
May	Portable electronic device charges (e.g. Ipad)				8.56	
June						
July						
August						
September						
October						
November						
December						
		355.60	295.00	-	77.04	727.64
Duncan, Kiersten						
January	Cell phone charges				42.95	
	Portable electronic device charges (e.g. Ipad)				8.56	
	Local Government Leadership Academy (LGLA) Conference	758.44				
February	South Asian Cultural Society Gala		110.00			
	Cell phone charges				47.97	
	Portable electronic device charges (e.g. Ipad)				17.12	
March	Cell phone charges				42.95	
	Portable electronic device charges (e.g. Ipad)				17.12	
April	Cell phone charges				86.52	
	Portable electronic device charges (e.g. Ipad)				4.28	
May	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
	LMLGA	375.00				
	LMLGA Credit for Conference Not Attended	(325.00)				
June						
July						
August						
September						
October						
November						
December						
		808.44	110.00	-	314.55	1,232.99

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Masse, Bob						
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
		-	-	-	-	-
Read, Nicole						
January	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
February	Cell phone charges				43.02	
	Portable electronic device charges (e.g. Ipad)				8.56	
March	Cell phone charges				47.52	
	Portable electronic device charges (e.g. Ipad)				17.12	
April	Cell phone charges				45.65	
	Portable electronic device charges (e.g. Ipad)				17.12	
May	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				17.12	
June						
July						
August						
September						
October						
November						
December						
		-	-	-	298.83	298.83

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Robson, Gordy						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Portable electronic device charges (e.g. Ipad)				16.46	
	LMLGA	375.00				
	LMLGA Credit for Conference Not Attended	(325.00)				
June						
July						
August						
September						
October						
November						
December						
		50.00	110.00	-	33.58	193.58
Shymkiw, Tyler						
January	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Portable electronic device charges (e.g. Ipad)				4.28	
April	Portable electronic device charges (e.g. Ipad)				4.28	
May	Portable electronic device charges (e.g. Ipad)				4.28	
June						
July						
August						
September						
October						
November						
December						
		-	110.00	-	21.40	131.40

Month of Event	Reason for expense	Conferences & Seminars	Community Events	Mileage / Parking	Cell Phones / iPads	Totals
Speirs, Craig						
January	Cell phone charges				44.47	
	Portable electronic device charges (e.g. Ipad)				4.28	
February	South Asian Cultural Society Gala		110.00			
	Cell phone charges				43.32	
	Portable electronic device charges (e.g. Ipad)				4.28	
March	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
	MR Chamber of Commerce Business Excellence Awards		125.00			
April	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
May	Federation of Canadian Municipalities (FCM) Conference	1,796.20				
	LMLGA 2018 Conference and AGM May 9-11-Separate Budget as per Workshop of May 15	440.00				
	LMLGA Credit for Conference Not Attended	(379.50)				
	Cell phone charges				42.80	
	Portable electronic device charges (e.g. Ipad)				4.28	
June						
July						
August						
September						
October						
November						
December						
		1,856.70	235.00	-	237.59	2,329.29
TOTALS		3,070.74	860.00	0.00	982.99	4,913.73

1000 Bylaws

CITY OF MAPLE RIDGE

BYLAW NO. 7329-2017

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. 7329-2017."
2. Schedule "A", Chapter 10.4 Town Centre Area Plan, Schedule 1 – Town Centre Area Land-Use Designation Map is hereby amended for that parcel or tract of land and premises known and described as:

Parcel "One" (L60023E) of Parcel "T" (Plan with Fee Deposited 52214F), Lot 4 Block 2 District Lot 398 Group 1 New Westminster District Plan 155

and outlined in heavy black line on Map No. 941, 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 8th day of May, 2018.

READ a second time the 8th day of May, 2018.

PUBLIC HEARING held the 19th day of June, 2018.

READ a third time the day of , 20

ADOPTED, the day of , 20 .

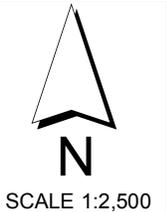
PRESIDING MEMBER

CORPORATE OFFICER



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7329-2017
 Map No. 941
 Purpose: To Amend Town Centre Area Plan Schedule 1
 From: Ground Oriented Multi-Family
 To: Low Rise Apartment





MAPLE RIDGE ZONE AMENDING

Bylaw No. 7198-2015
 Map No. 1655
 From: RS-1 (One Family Urban Residential)
 To: RM-2 (Medium Density Apartment Residential)



City of Maple Ridge

Maple Ridge Business Licencing and Regulation Amending No. 7467-2018

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

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

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

1. This bylaw may be cited as Maple Ridge Business Licencing and Regulation Amending No. 7467-2018.
2. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by removing from **Part 5 Definitions** the definition of **Body Rub** and **Body Rub Studio**.
3. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by adding to **Part 5 Definitions**, the following definition: **Massage Therapy** means a medical, therapeutic or cosmetic massage treatment given by a person duly licensed or registered under any statute of the Province of British Columbia governing such activities.
4. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by adding to **Part 5 Definitions**, the following definition: **Spa Services** means the provision of specific services to a person including but not limited to body painting, esthetics, eyebrow and eyelash services, manicures, pedicures, reflexology, reiki, and massage therapy.
5. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by removing section 6.3.2 in its entirety and replacing it with: 6.3.2 Notwithstanding section 6.3.1, the **Licence** fee prescribed in Schedule “A” is subject to a late payment fee of \$25 if not paid in full by December 31 in any calendar year.
6. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A**, section **16. CONTRACTORS** by changing category op. Irrigation to p. Irrigation and adding category q. Landscaper and furthermore by re-lettering all subsequent categories accordingly.
7. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A**, section **22. FINANCIAL AND INSTITUTIONAL SERVICES** by adding the following new category n. Trustee with a Licence Fee of \$110.
8. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by removing from **Schedule A** section **32. PERSONAL SERVICES** categories g, j., k. and l. and adding a new i. Spa Services and by re-lettering all subsequent categories accordingly.
9. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended by adding to **Schedule A** section **34. PROFESSIONAL SERVICES** category j. Midwife and re-lettering all subsequent categories accordingly.

10. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A**, section **43. SECOND HAND DEALER** under the heading **Licence Fee**, across from letter a., by adding the sentence \$110 for all categories. The Licence Fee under category j. Pawn is to remain the same as it is currently.

11. Maple Ridge Business Licencing and Regulation Bylaw No. 6815-2011 is amended in **Schedule A**, section **43. SECOND HAND DEALER** by removing all wording between category i and j.

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

READ A FIRST TIME this 12th day of June, 2018.

READ A SECOND TIME this 12th day of June, 2018.

READ A THIRD TIME this 12th day of June, 2018.

ADOPTED this ____ day of _____, 2018.

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7448-2018

A bylaw to amend Council Remuneration Bylaw No. 7330-2017

WHEREAS the Council of the City of Maple Ridge deems it expedient to amend the Maple Ridge Council Remuneration Bylaw No.7330-2017.

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

1. This Bylaw may be cited as Maple Ridge Council Remuneration Amending Bylaw No. 7448-2018.
2. Maple Ridge Council Remuneration Bylaw No. 7330-2017 is amended by inserting the following as paragraph 6:

“On January 1, 2019, the Mayor’s annual remuneration will be increased to a base salary of \$114,250 plus a car allowance of \$7,125. The base salary must be adjusted annually thereafter in accordance with section 5 of this Bylaw”, and

3. Inserting the following as paragraph 7 and that subsequent sections be re-numbered as paragraphs 8 and 9:

“On January 1, 2019, Councillors’ annual remuneration will be increased to a base salary of \$45,700 plus a car allowance of \$2,423. The base salary must be adjusted annually thereafter in accordance with section 5 of this Bylaw.”

READ a first time on the 12th day of June, 2018.

READ a second time on the 12th day of June, 2018.

READ a third time on the 12th day of June, 2018.

ADOPTED on the day of 2018.

PRESIDING MEMBER

CORPORATE OFFICER

1100 *Reports and Recommendations*

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: June 26, 2018
FILE NO: 2018-209-AL
MEETING: Council
SUBJECT: Application to Exclude Land from the Agricultural Land Reserve
12930 203 Street, 132 Avenue, 12960 203 Street, 20370 132 Avenue,
12987 210 Street

EXECUTIVE SUMMARY:

An application has been received under Section 30 (1) of the Agricultural Land Commission Act to exclude 22.66 hectares (56 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 site is part of the former Pelton's Reforestation Farm, which included eight parcels, for a total area of 80.5 hectares (202 acres). Only five of these parcels are under application, and the exclusion application involves portions of each of them. The total area of these five subject properties is approximately 68 hectares, and the exclusion request is for 22.66 hectares (56 acres).

The portion of the site proposed for exclusion is intended for a combination of business park development, movie studios, and temporary accommodation for movie industry professionals.

In addition, this proposal includes a combination of utilization of agricultural uses and supportive non-farm uses. The proposed agricultural uses include using existing greenhouses, and poultry farming. The applicant proposes to donate 5 acres to the University of Fraser Valley as incubator farms for new farmers. The supportive non-farm uses include space for the Haney Farmer's Market, storage and processing space for local farmers, an innovation centre in collaboration with the University of Fraser Valley, restaurant providing local farm products, and technological support to assist farmers with marketing their products. The proposal is further outlined in Appendix D.

Two additional applications are being pursued by the applicant. One of these is an inclusion application for an equivalent amount of land in Pitt Meadows (22.66 hectares or 56 acres). This land is currently used for blueberry production. The applicant has also applied for subdivision of these lands along the boundary of the portion of the site that is proposed for exclusion. Further discussion of these two applications will be provided later in this report.

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:	0736251 BC LTD
Legal Description:	Lot: 1, D.L.: 262, Plan: NWP69580, Lot: 6, D.L.: 262, Plan: NWP28648, Section: 26, Township: 9, Lot: 1, D.L.: 267, Plan: LMP39993, Lot: 2, D.L.: 262, Section: 26, Township: 9, Plan: LMP39993
OCP: Existing:	Agriculture
Zoning: Existing:	A-2 Upland Agriculture
Surrounding Uses:	
North: Use:	Pitt Meadows Agriculture
South: Use:	4 properties, vacant and rural residential
Zone:	RS-3 One Family Rural Residential and A-2 Upland Agriculture
Designation:	Agriculture
East: Use:	Pitt Meadows Agriculture
West: Use:	Farm Use, Rural Residential Use
Zone:	A-2 Upland Agriculture
Designation:	Agriculture
Existing Use of Property:	Agriculture
Proposed Use of Property:	Industrial and approved non-farm uses
Site Area:	202 acres (168 under application)
Access:	Access is possible from 203 Street, 132 Avenue, and 210 Street

b) Project Description:

This proposal includes an exclusion application for business park development, including facilities for the movie industry as well as supportive non-farm uses. The portion of the site proposed for exclusion amounts to 22.66 hectares (56 acres). The remainder of the site will remain for agricultural uses. The applicant also proposes to include a similar amount of agricultural land in Pitt Meadows to offset the loss of agricultural land in Maple Ridge. The applicant has provided a supporting document outlining the benefits of this application, which may be summarized as follows:

- The proposal includes building a campus of facilities that can accommodate the Haney Farmers Market, processing hub and university-led Food Innovation Center.
- An estimated 925 permanent jobs will be created in the business park;
- Three incubator farms (totaling 5 acres) will be donated to enable new farmers to learn and gain experience with farming;
- A donation of over \$2 million in land, facilities and cash will be made to the University of Fraser Valley so they can develop a BC Food Innovation Centre. This center will be accessible by public transportation and will be adjacent to farms and marketing operations;
- The proposed employment lands provide an opportunity for food manufacturing, with the potential for supporting and strengthening existing small farms.

A more detailed description of the proposal is appended to this report as Appendix D.

For background, the previous owner of the property also advanced an application for exclusion (Application AL/027/10) that included business park and supportive non-farm uses. The application was forwarded by Council and subsequently denied by the Commission.

Although a great deal of the policy analysis that accompanied that report remains pertinent, a few significant events have since occurred, including:

1. July 2011: Metro Vancouver adoption of the Regional Growth Strategy and the implications for urban containment (the subject properties have been designated for agriculture in the Regional Plan);
2. November 2011: ALC review of the Albion Flats Concept Plan and conditional support for exclusion of specific properties; and
3. August 2014: Council endorsement of the Commercial and Industrial Strategy.

The implications for these works as they relate to this application will be explored further in this report.

c) 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.

This 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 resolved that the process for referring applications for exclusion to the Agricultural Land Commission 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.

Official Community Plan

The Official Community Plan, adopted by Council on November 14, 2006, contains statements and policies that pertain to this application. Some of these could support the development of employment lands on this property. However, some of these support the retention of agricultural properties for agricultural purposes. The following outlines some of the relevant sections from the Official Community Plan.

Section 6 - Employment

Section 6 of the Official Community Plan speaks directly to the issue of employment in the Official Community Plan in that it recognizes the need to diversify the tax assessment and create more jobs in Maple Ridge in order to become a more balanced community. Section 6.4.1 states:

To accommodate the long term demand for industrial lands, Maple Ridge needs to create an additional industrial area or areas of about 80 to 120 hectares (200 to 300 acres).

One of the objectives that supports the above noted statement is:

To create a larger more diverse industrial sector that offers greater employment opportunities for residents, generates additional investment, enhances local businesses and creates a larger tax base to pay for municipal services and amenities.

Building further on that objective, Policy 6 – 45 states the following:

The identification of additional employment generating lands is a priority for the District. Following the completion of an Agricultural Plan, and as a component of a comprehensive review of the Urban Area Boundary Maple Ridge will evaluate alternate locations for a large block or blocks of additional employment generating land to support the growth of the employment sector in the future. Location parameters for suitable industrial land may include, but is not limited to:

- a) land that is relatively flat;*
- b) land that is conducive to industrial development;*
- c) land that is contiguous to a full range of municipal services;*
- d) land that is strategically located near the Regional transportation network.*

The subject properties meet the location criteria as expressed in this policy. In addition, in the background papers prepared for the Official Community Plan, this area was among those identified for consideration of employment lands.

Locational criteria are stated in Policy 6-46 of the Official Community Plan as follows:

Maple Ridge will consider industrial development within the Urban Area Boundary providing that the following compatibility criteria can be satisfied:

- i) land is contiguous to a full range of municipal services;*
- ii) land is strategically located on, or near a Major Road Corridor and the transportation network can support the development;*
- iii) the proposed development is compatible with the surrounding area; and*
- iv) the use is consistent with the Economic Development Strategy.*

Within the Employment Section of the Official Community Plan, there are also statements and policies that emphasize the importance of Agriculture to the Maple Ridge Community. Section 6.2 states that the value of agriculture is consistently recognized and supported within the community. Section 6.2 states

Agricultural land is a key component of the Metro Vancouver Regional Growth Strategy and provides many benefits of local and Regional significance. As an economic generator it contributes to a more complete community.

Policies 6-5 to 6-8 all speak to the promotion of agriculture. Specifically in the Economic Development Strategy component of the Employment Section of the Official Community Plan, Policy 6-7 speaks to the promotion of sustainable agriculture.

Policy 6-12 of the Official Community Plan sets out conditions for protecting agricultural land, as follows:

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; ...*

Growth Management Policies

Section 2.1 of the Official Community Plan states that in Maple Ridge the majority of the growth in population, jobs and housing will be accommodated within the Urban Area Boundary where services are readily available or infrastructure is already in place. The subject lands under application are not within the Urban Area Boundary and although close to the existing boundary they are not contiguous with the existing urban boundary. The Official Community Plan emphasizes that adjustments to the Urban Area Boundary, if required, must follow a specified process, as outlined in Policy 2-6 of the Official Community Plan:

Maple Ridge supports and maintains the Urban Area Boundary recognizing the role that it has on limiting urban expansion, preserving community character, reducing land speculation within the Agricultural Land Reserve and protecting the agricultural land base, and in providing for the efficient delivery of services. Adjustments to the Urban Area Boundary:

- a) will only be supported if the District has an adopted Agricultural Plan;*
- b) will be considered in cooperation with the Agricultural Land Commission and Metro Vancouver; and*
- c) will only be conducted during a Comprehensive Official Community Plan review, or Council directed Comprehensive Urban Area Boundary review, and applications considered outside of either review are considered premature.*

It should be noted that subsequently the Urban Area Boundary was further reviewed and reaffirmed by the City during the Regional Growth Strategy review.

AGRICULTURAL PLAN

The Agricultural Plan was adopted by Council on December 16, 2009. Its main focus was to recommend the means by which the District could enhance its agricultural potential. The Plan recognizes the need to re-emphasize the role of Agriculture in the ALR. The implementation of the Plan is currently being undertaken by the Maple Ridge Agricultural Advisory Committee with key initiatives being presented to Council for consideration at a future date. However the Agricultural Plan recognizes that there may be situations in the future where exclusions may be required to meet community needs. Goal 6 of the Plan discusses the issue of the conversion of agricultural land as follows:

The primary goal with respect to larger established farming operations in Maple Ridge is to plan for their retention as farms, rather than watch them languish and deteriorate, so that the community can optimize the rewards and advantages of having agriculture in its midst.

Limited to highly specific situations, the secondary goal (if the primary goal is not feasible) is to explore establishing a policy of compensation from development that enables funds to be generated and expended so that the net agricultural capability of the District is enhanced by investment elsewhere.

At present, there is not a program in place for compensatory measures to off-set the loss of agricultural land if excluded by the Agricultural Land Commission.

Commercial and Industrial Strategy

The Maple Ridge Commercial and Industrial Strategy, endorsed by Council in August 2014, provided and evaluated different strategies for identifying and developing additional industrial land. A key message of the Strategy was that an additional 200 acres of industrial land was needed to meet future demand for industrial land in the Community. The final strategy of this document, Strategy #8 is titled ALR/ALR Exemptions. This section states the following:

Pursuing ALR exemptions for future land supply is considered a risk filled strategy that should only be pursued in the long term future if other initiatives prove insufficient for meeting demand for industrial land. The Agricultural Land Commission has changed the process of reviewing applications for ALR exemptions, and they are becoming more strict than in years past.

It should be noted the Ministry of Agriculture has recently formed an advisory group that is focusing on the purpose and role of the ALC and ALR. The recommendations of this work will likely be made public in September. As a result of this work, there may be implications for decisions made on new and in stream applications to the Agricultural Land Commission.

Regional Growth Strategy

The Metro Vancouver Regional Growth Strategy, adopted in July 2011, has established a regional layer identifying specific properties as agricultural lands throughout the Region. In addition, an amendment process has been established. If the current application is successful, an amendment to redesignate the excluded portion of the subject properties would be required from Agricultural to Industrial. It would be considered a Type 2 amendment, requiring a two-thirds weighted vote and a regional public hearing.

As the Strategy developed, a mechanism was provided for identifying properties that in the future were expected to change their land use designations. Properties so identified were considered “special study areas”, with a minor amendment process for redesignation involving a simple 50 % plus 1 weighted vote without the requirement of a public hearing.

The adoption of the Regional Growth Strategy marks the completion of a comprehensive boundary review for Maple Ridge. The subject properties have been identified as Agricultural in this Regional Plan, and will therefore require a Type 2 amendment in order to be redesignated. By comparison, the Albion Flats were identified as a “Special Study Area”, should there be a block exclusion for the land south of Jim Robson Way, these parcels would be expected to be redesignated in the future through the more simple amendment process.

Concurrent Applications:

Albion Flats. The Albion Flats has been an area of interest for Council for several years. In 2011, upon their review of the Albion Flats Concept Plan, the Agricultural Land Commission provided comments about the potential exclusion of the lands south of Jim Robson Way (the east side of Albion Flats), and reaffirmed their commitment to the retention of the properties north of Jim Robson Way (west side) within the ALR.

More recently Council endorsed a process for the Albion Flats. Staff are engaged in the preparation of a report outlining the process and the feasible timelines involved in pursuing a possible block exclusion application for the lands south of Jim Robson Way, all of which will be presented at a Council workshop in July. The eventual outcome of this work will likely be a block exclusion application.

Inclusion Application. As noted in Appendix C, to off-set the loss of ALR land with this exclusion, the applicant has applied to include within the Agricultural Land Reserve an equivalent area of land (22.66 hectares or 56 acres) in Pitt Meadows. This land is already in blueberry production and is contiguous with existing ALR land.

Staff are not able to fully evaluate the merits of this proposed exchange. However, Council should be advised that while these lands are not within the Agricultural Land Reserve, they have been designated as Agriculture in the Regional Growth Strategy (See Appendix C). For this reason, these lands could not be redesignated for other uses without first triggering a Regional Growth Strategy Amendment.

As these properties have already been provided regional protection for long term agricultural use, it is questionable that their inclusion in the Reserve would be a replacement for these parcels under application for exclusion.

Subdivision Application. The applicant has submitted a concurrent subdivision application in order to parcel off the portion of the subject site proposed for exclusion. It should be noted that the approving officer has been granted the authority to allow subdivision to occur along the boundary of the Agricultural Land Reserve. (As outlined in Part 5 of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation). For this reason, the application has not been advanced at this time as it is understood that additional approvals for subdivision will not be required for the portion of the site that is proposed for exclusion, if successful.

Davison Farms. An exclusion application has been received by the ALC and it is to also be considered by Council on June 26, 2018. As a part of their submission, the applicant suggests that the Davison property should be considered as equally beneficial to the Golden Eagle Farm Group proposal.

Agricultural Land Commission

The Commission has established guidelines for local governments regarding the timing of application processing. These guidelines are provided by the Commission in their document, the **Agricultural Land Reserve Use, Subdivision and Procedure Regulation**. The local government is required to submit the application within 60 days of its receipt under Section 21.1 of this Regulation. In addition a local government has an option to hold a public meeting to review an application which would extend the length of time permitted for application processing to 90 days.

d) Citizen/Customer Implications

The applicant hosted a public open house on February 3, 2018 and there was mixed reviews from within the community. More recent correspondence has been received for this application and will be forwarded to the Commission should Council forward this application. Many residents are opposed to the exclusion of these properties. However, the Haney Farmers market has provided a letter of support, due to the stated commitments made by the applicant to support small scale farming on the site.

CONCLUSION:

This application for exclusion and non-farm uses within the Agricultural Land Reserve has been considered in the context of the policies of the Official Community Plan, the Agricultural Plan, the Commercial and Industrial Strategy, and the Regional Growth Strategy. All these documents contain policies that could support this application, but also could support the retention of agricultural parcels for agricultural purposes.

The Official Community Plan has policies that support the development of additional employment lands. At the same time the Official Community Plan has policies that support agriculture and the protection of agricultural lands. The Commercial and Industrial Strategy recognizes the need for additional employment lands, but with the exception of the Albion Flats, cautions against relying on exclusion applications for meeting this need.

The merits of this application are the contributory measures to offset the loss of agricultural land, and its support of small scale agriculture. The recommendations of this report are in accordance with Council direction for exclusion applications.

“Original signed by Chuck Goddard” for

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

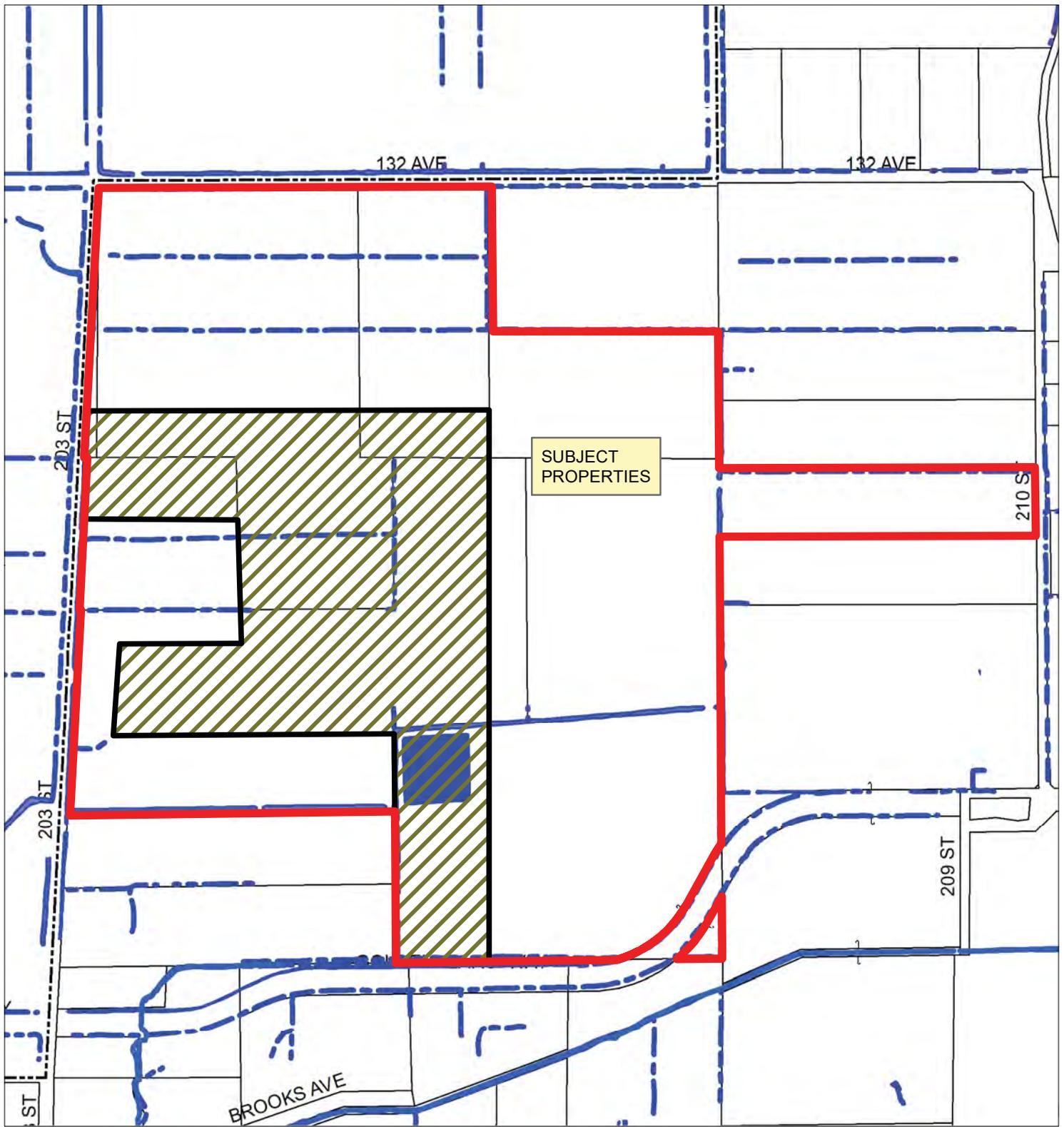
Appendix A – subject map showing portion of site proposed for exclusion.

Appendix B – ortho map

Appendix C – ALR and RGS Information for the Pitt Meadows parcel proposed for inclusion in the ALR

Appendix D - Information provided by Applicant to the ALC

APPENDIX A



Scale: 1:7,000

Legend

-  Stream
-  Canal Edge
-  Ditch Centreline
-  Indefinite Creek
-  Canal
-  Lake or Reservoir
-  Proposed ALR Exclusion

1987 210 St/ 20370 132 Ave/
12930 203 St/ 12960 203 St
& 21393-0100-6

PLANNING DEPARTMENT



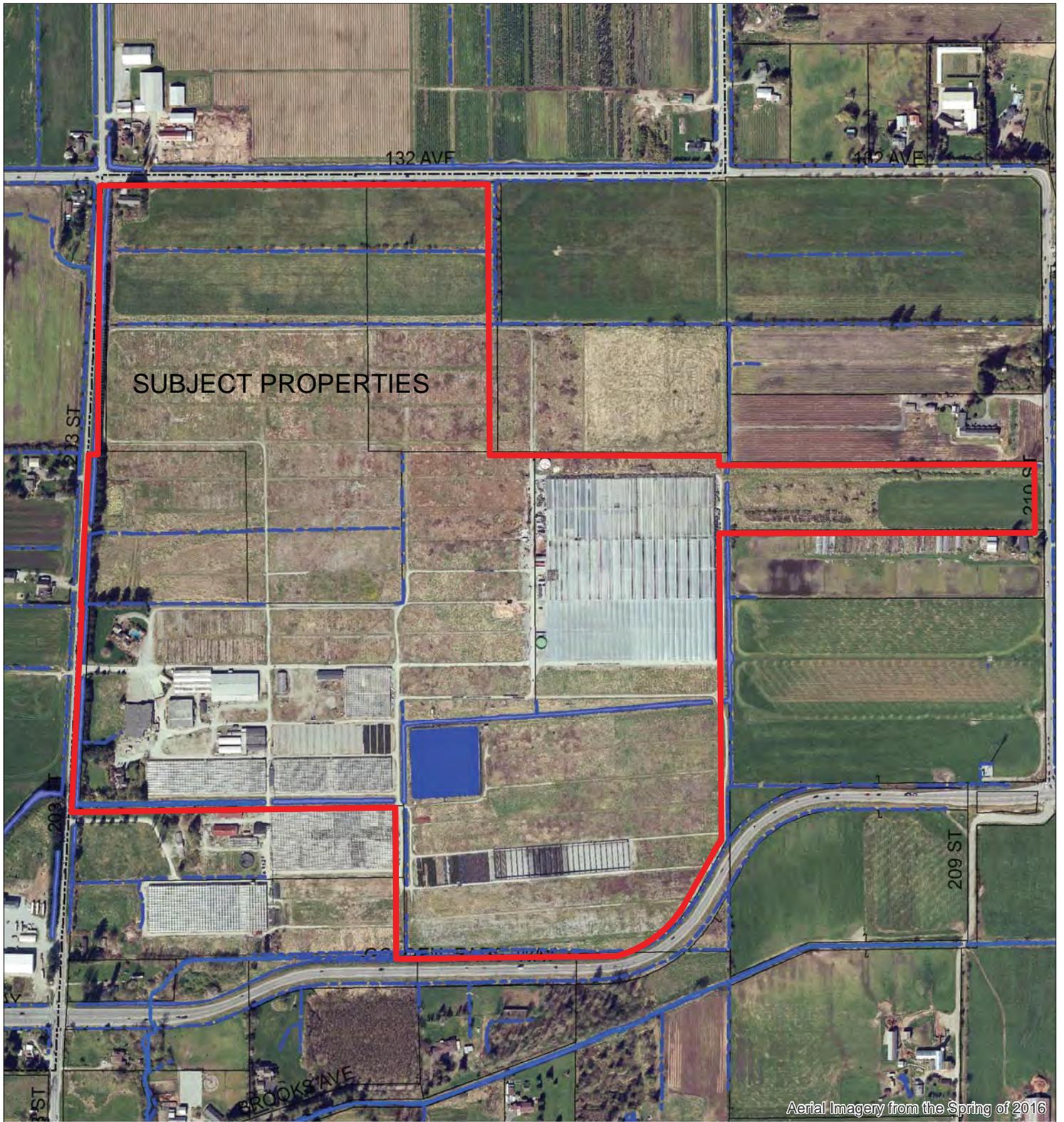
MAPLE RIDGE

British Columbia

mapleridge.ca

2018-209-AL ALR Exclusion
DATE: Jun 20, 2018

BY: DT



Scale: 1:7,000

Legend

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

12987 210 St/20370 132 Ave/
12930 203 St/12960 203 St
& 21393-0100-6

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

2018-209-AL
DATE: Jun 15, 2018

BY: JV

APPENDIX C



Land proposed for Inclusion in ALR



Current ALR Boundary

About Regional Planning

Map Layers

Map Legend

Land Designations

- General Urban
- Industrial
- Mixed Employment
- Rural
- Conservation and Recreation
- Agricultural

Urban Containment Boundary

Urban Centres

Parcels (ICIS)

Frequent Transit Network - 2012

street name

RANNIE RD, PITT MEADOWS



Regional Agricultural Land Use Designation



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

APPENDIX D

May 10, 2018

B.C. Agricultural Land Commission
133-4940 Canada Way
Burnaby, BC V5G 4K6

Dear Agricultural Land Commission:

RE: Golden Ears Lands Proposal by Golden Eagle Farm Group for ALR Exclusion and Inclusion in Maple Ridge and Pitt Meadows

We submit the following as background information for consideration by the B.C. Agricultural Land Commission in review of the above noted application.

Introduction

An application has been made by the Golden Eagle Farm Group (an Aquilini Group division) to the City of Maple Ridge, City of Pitt Meadows, and the Agricultural Land Commission (ALC) to:

- exclude 22.66 ha (56 acres) from the Agricultural Land Reserve (ALR) located near 12930 203 St, Maple Ridge; and
- include 22.66 ha (56 acres) of non-ALR land into the ALR located near 16001 Rannie Road, Pitt Meadows; and

Golden Eagle Farm Group is BC's largest cash crop farm, currently growing 1300 acres of blueberries and 1600 acres of cranberries in the cities of Pitt Meadows and Maple Ridge. Founded in 1980, the cumulative investment into land improvements is about \$200 million, exclusive of the cost of the land and annual operating expenditures. We believe that no other private sector entity has invested more into farming in B.C. and this demonstrates our commitment to utilizing land in the Fraser Valley to produce high quality food. In addition, we have large farming and vineyard operations in Quebec, Washington State and Australia. The fruit from our Canadian farms is sold under world-renowned brand names such as Naturipe and Ocean Spray, and is mostly exported to markets in the U.S., Europe and Asia.

Unfortunately, a small portion of Golden Eagle's agricultural land holdings cannot be farmed; specifically, the majority of a 202 acre parcel of primarily brownfield land bounded by Golden Ears Way to the South, 203rd Street to the West, 132nd Avenue along the North and 210th Street on the East side.

Golden Eagle is proposing to rehabilitate and farm 146 acres of the 202 acre parcel. To provide funding for this costly soil rehabilitation program, we are applying to exclude the 56 acres of severely damaged land from the ALR. To replace the excluded 56 acres of poor quality land, we are applying to include 56 acres of currently productive and better-quality non-ALR farmland in Pitt Meadows into the ALR so that there is no net loss of land from the ALR. The 56 acre inclusion parcel has very good soil, access to water, and once it is included into the ALR, will not be under threat of residential development as are



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

the neighboring non-ALR lands. We also would like to build a combined Food Hub and university research center on the excluded parcel that will be a model for sustainability and local food production.

The Damaged Lands For Exclusion

The Pelton lands have sat mostly idle since the collapse of a forest seedling business in 2008 that degraded most of the site. The seedling business was viable because the production is an intensive industrial process that bears little resemblance to other types of agriculture. Seedlings require long crop rotations (7 - 18 months) and are grown in containers rather than in the soil and do not require bright natural light. In 2015, the Pelton property was acquired by Golden Eagle Farms.

The Pelton family acquired the parcels starting in 1970 and never were able to grow anything in the soil other than hay. Prior to their ownership, a small amount of corn was grown but that cornfield is now occupied by a greenhouse. To the best knowledge of the Pelton family, there were never any root crops on the land.

Prior to development of the seedling nursery, the majority of the site had a mapped unimproved Land Capability for Agriculture (LCA) rating of Class 4 with an excess water limitation and the improved rating is Class 2 with an excess water limitation (BC Soil Information Finder Tool). A lesser area that has an unimproved rating of Class 3 with excess water, soil structure and topographic limitations and an improved rating of Class 2 with the same limitations. One LCA polygon, which includes the most eastern portion of the properties, includes an unimproved organic soils rating of Class 5 with an excess water limitation and an improved rating of Class 3 and 4 with degree of decomposition/permeability and excess water limitations.

In 2009, eleven soil test pits were excavated. The soil testing revealed that soil in four pits correlated to the Alouette series and four to the Pitt series. Both soils are known for their limitations of poor drainage, high water tables and susceptibility to surface ponding during periods of heavy rain.

In Fall 2017 and Spring 2018, additional pits were excavated and the previous results were confirmed. The recent test pits also showed the extent of soil degradation. A detailed Agricultural Assessment study¹ of the site concluded that the soil has been heavily damaged because of the construction of access roads, greenhouses, concrete slabs and office buildings. Only about 22% of the total area is undisturbed. The Pelton lands underwent an unsuccessful application for ALR exclusion in 2010. At that time, the Agricultural Land Commission referenced a BC Land Inventory land capability classification report written in 1980. Over the subsequent 30 years, there has been a worsening of the soil conditions on the property due to the use as a reforestation nursery. Site rehabilitation would involve:

- cleanup of the brownfield area of the property where the soil has been contaminated with layers of gravel and geofabric placed to provide mud free work areas;
- removal of paved, or concrete driveways throughout the open air portion of the site;

¹ Agricultural Assessment report from Golder Associates for West Maple Ridge Land Management Ltd., January 14 2010



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

- removal of buried electrical wires, hot air pipes, water pipes, gas lines and other infrastructure;
- removal of compacted gravel roadways;
- removal of many buildings with concrete slabs and foundations, including one meter pins driven into the ground to anchor the greenhouse structures;
- removal of a garbage and other waste materials that have been buried or scattered throughout; and
- purchasing suitable quality soil to be placed over the naturally occurring fine textured soils.

These pictures show two areas of degraded soil.



After reviewing the findings from the 2009, 2017 and 2018 test pits, as well as topographical maps, a proposed layout for the 56 acre exclusion has been determined and 100% of the exclusion will be brownfield land degraded by the former industrial operations and comprised of class 5 and class 4 land. The proposed layout also shows that 100% of the site that has not been previously contaminated will be farmed.

The Better Lands for Inclusion

The inclusion lands are located at the base of Sheridan Hill, near the 16000 Block Rannie Road. They include the following field blocks of blueberry plantings:

1. Field Lafarge – 100% of this field is non-ALR and is planted with Elliot blueberries (45 acres)
2. Field 118 – about 25% of this field is non-ALR and is planted with Reka (6 acres)
3. Field 120 – about half of this field is non-ALR and was planted with Liberty. This field was recently re-planted (5 acres)



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

The yield from these fields is about 10,000 pounds of blueberries per acre. This average yield is well above the B.C. average yield per acre².

According to a professional agrologist, “the existing land capability for agriculture mapping for the ‘inclusion’ lands shows unimproved capability of Class 4 and 5, improving to Class 2 and 3 with drainage improvements. The mapped capability of the Pelton Lands before disturbance was similar; unimproved Class 3, 4 and 5 improving to Class 2 and 3.” The LCA of the inclusion lands is certainly greater than the existing LCA on the disturbed areas of the Pelton lands. These pictures show the proposed 56 acres of inclusion lands in relation to Sheridan Hill and existing Blueberry Fields.



Agricultural Benefits of this Proposal

Golden Eagle Farms asked for public input into what improvement and investments should be made into agriculture. We created a website (sensiblelanduse.com), bought advertisements, and held an open

² https://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/farm-management/farm-business-management/enterprise-budgets/enterprise_budget_fresh_and_processing_blueberries_fraser_valley_2016.pdf



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

house to solicit ideas and input from the community. We have also reviewed the Maple Ridge Agricultural Plan of 2011, and the consultant's report on a potential Food Hub done for the City of Maple Ridge. From this extensive public consultation, we have refined a vision for the property that will make it a prominent example of agricultural innovation, local food production, sustainable practices, and agri-tourism.

We will also commit to legal undertakings, land covenants and/or long-term and City supervised leases that will ensure these agricultural amenities will be permanent.

This agriculture investments and donations we will commit to making are:

1. Farmers Market and Food Hub

Golden Eagle has been consulting with the local agricultural community around the desire to expand the size and timeframe of the Haney Farmers Market, as well as to develop a food hub where local produce could be packaged and marketed.

This would benefit the 1300 small farmers in the region who currently do not have a reliable method of marketing their crops. Many of these small farms are going out of business and becoming equestrian estates or high-end residential properties, and many more will follow unless changes are undertaken.

The Food Hub concept was recently reviewed by a consultant hired by the City that made several recommendations that this proposal would assist in moving forward to fruition. We would like to build a permanent facility constructed on excluded land located near Golden Ears Way. This building would have these components:

- A community market with permanent vendors;
- A flex space made available free of charge to the Haney Farmers Market Society so that local farms can market their products;
- A packaging, cold food storage, and potentially a commercial kitchen area made available free of charge to a Farm Market Cooperative to further support local farmers;
- A management and technology function that can support the local farmers with online orders (similar to the Cowichan Valley Co-Operative Marketplace);
- A restaurant that will focus on locally grown produce and products (farm to restaurant table); and
- Office, laboratory and classroom facilities for a university-led Food Innovation Centre.

The rehabilitated and adjacent 146 acres will be repurposed for regenerative farming practices that will complement the farmer's market retail and food services. For example, the greenhouses can supply organic produce to the market and the restaurants. A free range poultry farm can raise chickens and produce eggs that can supply the restaurant and be sold in the market. The manure from the poultry farm can be used to enrich the soils so that fewer artificial inputs are required.



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

The existing greenhouses operations that grow vegetables, sprouts and herbs will continue to be expanded. There are currently three greenhouses that are sitting idle and exploratory works are underway to see what crops could be beneficially grown in these facilities. All of this is an example of encouraging farming in collaboration with other communities of interest.

2. University Food and Agricultural Innovation Centre

Golden Eagle Farms has reached a partnership agreement with the University of Fraser Valley (UFV) and is prepared to donate land, buildings and money so that UFV can create the Maple Ridge Agriculture Research Centre which will enable UFV to enhance current capacity in berry research and expand current activities in the areas of aerial drone and soil research. The philanthropic donation of land, offices and facilities will total over \$2 million.

In addition to classrooms and laboratory and office space, the Innovation Centre will occupy two acres of land and a greenhouse for field trials. The future of Canada's food security is dependent upon our ability to lead with innovative technologies and systems that intentionally use multi-disciplinary collaborative partnerships to proactively solve issues of sustainability, food safety, and labour supply in an increasingly globally integrated market. UFV is well positioned to respond to this challenge. In conjunction with the existing Abbotsford campus and the Agriculture Centre of Excellence in Chilliwack, the new facility will lead British Columbia towards a sustainable, food secure future, developing research capacity to supply the knowledge and skills to keep the regional agriculture economy globally competitive, oriented to a sustainable future, and striving for innovation.

This Centre will also complement the regional food hub and farmers' market with expert research and advice. There is increasing public interest in access to local foods and creating innovative ways that enable small scale producers to promote their products and reduce their distribution costs by establishing a central location for restaurateurs and the discerning public to purchase their produce in a single location. UFV's physical presence at the market and food hub in Maple Ridge would encourage greater collaboration between researchers and regional producers that will lead to further innovation, and a more diverse, stable and productive agriculture sector in the region. The students of UFV could naturally progress into occupying one of the incubator farms that will be discussed later.

3. Employment Lands, Co-Packers and Customers for the Market

The 56 acres of employment lands will house 925³ permanent workers who will patronize the farmers market on a daily basis. Instead of driving to multiple stores and creating greenhouse gases and traffic congestion, these workers can walk to the market and buy coffee, lunch, dinner and local products. This also ensures the sustainability of the market in low tourism months.

³ All jobs and financial data are extrapolated from a report commissioned by Port Metro Vancouver, "The Industrial Land Market and Trade Growth in Metro Vancouver", October 2015, page 80, https://www.portvancouver.com/wp-content/uploads/2015/12/SiteEconomics-Study_MetroVancouver-Industrial-Land-Market.pdf



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

Our intention is to have the 56 acres zoned as a business park, similar to Maple Meadows Business Park which is on the lower end of noise and emission levels for employment lands. A priority tenant will be food processing businesses that will further complement the farmers market and Food Innovation Centre. For example, a business operating a high pressure pasteurization unit or food packagers would be ideal tenants. Subject to City of Maple Ridge approvals, the remainder of the land will be likely be utilized for movie studios and perhaps a hotel to house visiting actors and production crews.

In addition to the social and environmental benefits, this proposal has the economic benefits of creating 925 permanent and 140 construction jobs (total of 1065), bringing a \$902 million direct and secondary economic impact to the community, and generating \$2.9 million in new annual tax revenue for the City of Maple Ridge.

These positive economic impacts are even greater when you add in the:

- permanent economic benefit of the 56 acres of traded-in non ALR lands;
- new economic benefits of the rehabilitated 146 acres;
- new tourism and support jobs created by the farmers market, food hub and innovation centre;
- new economic benefits enjoyed by local farmers that will package and market their products in the new food hub; and
- economic benefits of the lower carbon footprint of this synergistically planned agricultural hub.

As stated, we will prioritize locating “co-packing” businesses on these employment lands. Giving small local farmers access to these businesses will ensure that the finished products have the lowest costs because there is close proximity to the raw product as well as close proximity to the point of sale (the new farmers market).

4. Incubator Farms Donated to UFV

Golden Eagle Farms will donate 5 acres of incubator farms for lease to young farmers entering the industry. This would alleviate the barriers to new farmers from high land costs. These farms would be made available for a nominal lease cost to a young farmer who showed willingness and ability to farm the land. During this lease period, the farmer would develop their crop and market potential and make a decision as to whether they could then move to a more conventional owner-operated farm operation. Once the farmer moved on, another young farmer would take over the land and start the process over again. The benefits to the farmer would be absence of a large capital outlay for land, and the opportunity to establish a “track record” to assist with obtaining conventional financing at the end of the lease period.

The 5 acres of incubator farmland would be donated to the University of Fraser Valley who could establish a bursary for UFV students that have distinguished themselves as participants at the UFV Maple Ridge Agriculture Research Center.



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

Ministry of Agriculture Priorities

This proposal is aligned with current Ministry of Agriculture priorities that have been outlined in the Ministerial Mandate Letter dated July 18, 2017 which states:

- Improve the ALR because this proposal removes damaged land, replaces it with better land that is currently growing blueberries, and rehabilitates and uses other damaged and non-productive land;
- Help young farmers access land by creating incubator farms;
- Support local producers and enable them to consolidate their products into one distribution point which will allow local hospitals, schools and governments, as well as non-government customers, to purchase the local food in the volume needed and at the competitive prices required;
- Support local small farms by providing a method and means of marketing their product;
- Promote a “Buy B.C.” marketing focus and enable local producers to market to a larger audience, both in local and broader markets; and
- Create a university-led Food Innovation Centre that will improve farming and marketing practices by combining academic and practical research.

Summary

The central basis of this proposal is to remove 56 acres of damaged brownfield land from the ALR and permanently include 56 acres of better quality land into the ALR. The degraded 56 acres are not suitable for soil based agriculture. The 56 acres of inclusion acreage is proven as productive farmland.

This application is unique because of the following:

1. As the proponent, Golden Eagle Farms is B.C.’s largest cash crop farmer and we believe we have invested more into farming locally and world-wide than any other private sector farmer in B.C. We have the technical and corporate competencies to ensure the agricultural improvements outlined in this proposal will be made;
2. Golden Eagle Farms and the Aquilini Group are not farm land speculators. This is the first-ever application by companies controlled by the Aquilini family for an ALR exclusion;
3. Our plan includes building a campus of facilities that can house a house the Haney Farmers Market, processing hub and university-led Food Innovation Center.
4. In addition to farming capabilities, our company has property development, food service (Top Table Group) and grocery service (Stong’s) expertise that will be utilized to ensure the farm market and processing hub will be successful;



Golden Eagle Farm Group

PO Box 280, Stn Del Ctr
Maple Ridge, BC V2X 7G2, Canada

5. The parcel has been identified in the City of Maple Ridge Commercial and Industrial Strategy as potential employment lands. An estimated 925 permanent jobs will be created;
6. Three incubator farms (totalling 5 acres) will be donated to enable young farmers to learn and gain experience with farming;
7. A donation of over \$2 million in land, facilities and cash will be made to the University of Fraser Valley so they can develop a BC Food Innovation Centre. This center will be accessible by public transportation and will be adjacent to farms and marketing operations;
8. This proposal will encourage and support farming on agricultural land in collaboration with other communities of interest such as the proposed farm market which is well positioned for success with the walking distance proximity of the over 925 customers who are now employed on the excluded 56 acres; and
9. The new employment lands will be an ideal location for food “co-packers” and these businesses will further support and strengthen existing small farms.

Yours truly,

Jim Chu
Golden Eagle Farm Group

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Application to Exclude Land from the Agricultural Land Reserve
22018, 22080 128 Avenue and PID 001-097-300**

MEETING DATE: June 26, 2018
FILE NO: 2018-156-AL
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received under Section 30 (1) of the Agricultural Land Commission Act to exclude 3 contiguous properties totaling approximately 16.15 hectares (39.9 acres) from the Agricultural Land Reserve. The Applicant's submission conforms with the notice of application requirements of the Agricultural Land Commission.

The subject properties are part of the Davison Dairy farm, an agricultural operation that includes Golden Ears Cheese Crafters.

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:	Pivotal Development Consultants Ltd.
Legal Description:	Lot: 146, D.L.: 395, Plan: NWP65767 Lot: 149; DL 395; NWD; PL NWP65767 Lot: 145; DL 395; NWD; PL NWP65767
OCP :	
Existing:	AGR (Agricultural)
Proposed:	Industrial
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	Industrial
Surrounding Uses:	
North:	Use: Farm and Rural Residential
	Zone: A-2 Upland Agriculture
	Designation: Agricultural

South:	Use:	Urban Residential
	Zone:	RS-1b One Family Urban Residential
	Designation:	Urban Residential
East:	Use:	Farm (Golden Ears CheeseCrafters)
	Zone:	RS-3 One Family Rural Residential
	Designation:	Agricultural
West:	Use:	Farm and Rural Residential
	Zone:	RS-3 One Family Rural Residential
	Designation:	Agricultural

Existing Use of Property:	Agricultural
Proposed Use of Property:	Industrial
Site Area:	16.15 Ha
Access:	128 th Avenue

b) Project Description:

The applicant is seeking to exclude the subject properties from the Agricultural Land Reserve for business development purposes and feels that an assembly of these properties would be a more logical choice for exclusion from the ALR for employment generating land. Much of the applicant's submission includes a comparison of these properties (amounting to 16.15 hectares or 39.9 acres) to concurrent ALC exclusion application 2018-209-AL (which proposes to exclude 22.66 hectares or 56 acres from the Agricultural Land Reserve) in the vicinity of Golden Ears Way and 203rd Street. The rationale provided by the applicant is attached to this report as Appendix C.

c) 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.

This 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 resolved that the process for referring applications for exclusion to the Agricultural Land Commission 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.

Golden Ears Cheese Crafters.

The subject property has been an integral part of the Cheese Crafters operation at 22270 128th Avenue since it commenced. Cheese Crafters was able to utilize the provisions in the ALC for product processing and retail out of recognition of the integration of this operation with the dairy farm. In 2016, Cheese Crafters applied for a non-farm use application in order to legitimize the existing commercial kitchen use. In their response, the Commission stated the following:

...the Panel would like to take this opportunity to remedy any misunderstanding of the Regulations in this regard. The Panel is amenable to the continued operation of the Cheese Crafters in its current size and location so long as it remains tied to the Davison Farm, upon which, the current product source and business is dependent.

This use is already a high value investment that contributes to the local economy, and meets many objectives associated with industrial land. The applicant has not provided a remedy for meeting Commission requirements should this dairy operation cease, or considered the implications for this light industrial operation. It is anticipated that ALC approvals would be required for the Cheese Crafters operation should the exclusion application be supported by the Agricultural Land Commission. There is a restrictive covenant on title for the decommissioning of the operation should its agricultural operation cease.

Official Community Plan

The Official Community Plan, adopted by Council on November 14, 2006, contains statements and policies that pertain to this application. Some of these could support the development of employment lands on these properties. However, other policies support the retention of agricultural lands for agricultural purposes. The following outlines some of the relevant sections from the Official Community Plan.

Section 6 - Employment

Section 6 of the Official Community Plan speaks directly to the issue of employment in the Official Community Plan in that it recognizes the need to diversify the tax assessment and create more jobs in Maple Ridge in order to become a more balanced community. Section 6.4.1 states:

To accommodate the long term demand for industrial lands, Maple Ridge needs to create an additional industrial area or areas of about 80 to 120 hectares (200 to 300 acres).

One of the objectives that supports the above noted statement is:

To create a larger more diverse industrial sector that offers greater employment opportunities for residents, generates additional investment, enhances local businesses and creates a larger tax base to pay for municipal services and amenities.

Building further on that objective, Policy 6 – 45 states the following:

The identification of additional employment generating lands is a priority for the District. Following the completion of an Agricultural Plan, and as a component of a comprehensive review of the Urban Area Boundary Maple Ridge will evaluate alternate locations for a large block or blocks of additional employment generating land to support the growth of the employment sector in the future. Location parameters for suitable industrial land may include, but is not limited to:

- a) land that is relatively flat;*
- b) land that is conducive to industrial development;*
- c) land that is contiguous to a full range of municipal services;*
- d) land that is strategically located near the Regional transportation network.*

The subject properties meet the location criteria as expressed in this policy. In addition, in the background papers prepared for the Official Community Plan, this area was one of the areas identified for potential consideration of employment lands.

Locational criteria are stated in Policy 6-46 of the Official Community Plan as follows:

Maple Ridge will consider industrial development within the Urban Area Boundary providing that the following compatibility criteria can be satisfied:

- i) land is contiguous to a full range of municipal services;*
- ii) land is strategically located on, or near a Major Road Corridor and the transportation network can support the development;*
- iii) the proposed development is compatible with the surrounding area; and*
- iv) the use is consistent with the Economic Development Strategy.*

Within the Employment Section of the Official Community Plan, there are also statements and policies that emphasize the importance of Agriculture to the Maple Ridge community. Section 6.2 states that the value of agriculture is consistently recognized and supported within the community. Section 6.2 states:

Agricultural land is a key component of the Metro Vancouver Regional Growth Strategy and provides many benefits of local and Regional significance. As an economic generator it contributes to a more complete community.

Policies 6-5 to 6-8 all speak to the promotion of agriculture. Specifically in the Economic Development Strategy component of the Employment Section of the Official Community Plan, Policy 6-7 speaks to the promotion of sustainable agriculture.

Policy 6-12 of the Official Community Plan sets out conditions for protecting agricultural land, as follows:

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; ...*

Growth Management Policies

Section 2.1 of the Official Community Plan states that in Maple Ridge the majority of the growth in population, jobs and housing will be accommodated within the Urban Area Boundary where services are readily available or infrastructure is already in place. The subject lands under application are not within the Urban Area Boundary although they are contiguous to it. The Official Community Plan emphasizes that adjustments to the Urban Area Boundary, if required, must follow a specified process, as outlined in Policy 2-6 of the Official Community Plan:

Maple Ridge supports and maintains the Urban Area Boundary recognizing the role that it has on limiting urban expansion, preserving community character, reducing land speculation within the Agricultural Land Reserve and protecting the agricultural land base, and in providing for the efficient delivery of services. Adjustments to the Urban Area Boundary:

- a) *will only be supported if the District has an adopted Agricultural Plan;*
- b) *will be considered in cooperation with the Agricultural Land Commission and Metro Vancouver; and*
- c) *will only be conducted during a Comprehensive Official Community Plan review, or Council directed Comprehensive Urban Area Boundary review, and applications considered outside of either review are considered premature.*

The Agricultural Plan was adopted by Council on December 16, 2009. Its main focus was to recommend the means by which the City could enhance its agricultural potential. The Plan recognizes the need to re-emphasize the role of Agriculture in the ALR. The implementation of the Plan is currently being undertaken by the Maple Ridge Agricultural Advisory Committee with key initiatives being presented to Council for consideration at a future date. However the Agricultural Plan recognizes that there may be situations in the future where exclusions may be required to meet community needs. Goal 6 of the Plan discusses the issue of the conversion of agricultural land as follows:

The primary goal with respect to larger established farming operations in Maple Ridge is to plan for their retention as farms, rather than watch them languish and deteriorate, so that the community can optimize the rewards and advantages of having agriculture in its midst.

Limited to highly specific situations, the secondary goal (if the primary goal is not feasible) is to explore establishing a policy of compensation from development that enables funds to be generated and expended so that the net agricultural capability of the District is enhanced by investment elsewhere.

At present, there is not a program in place for compensatory measures to off-set the loss of agricultural land if excluded by the Agricultural Land Commission.

Commercial and Industrial Strategy

The Maple Ridge Commercial and Industrial Strategy, endorsed by Council in August 2014, provided and evaluated different strategies for identifying and developing additional industrial land. A key message of the Strategy was that an additional 69 to 93 hectares (170 to 230) acres of industrial

land was needed to meet future demand for industrial land in the Community. The final strategy of this document, Strategy #8 is titled ALR/ALR Exemptions. This section states the following:

Pursuing ALR exemptions for future land supply is considered a risk filled strategy that should only be pursued in the long term future if other initiatives prove insufficient for meeting demand for industrial land. The Agricultural Land Commission has changed the process of reviewing applications for ALR exemptions, and they are becoming more strict than in years past.

It should be noted the Ministry of Agriculture has recently formed an advisory group that is focusing on the purpose and role of the ALC and ALR. The recommendations of this work will likely be made public in September. As a result of this work, there may be implications for decisions made on new and in stream applications to the Agricultural Land Commission.

Regional Growth Strategy

The Metro Vancouver Regional Growth Strategy, adopted in July 2011, has established a regional layer identifying specific properties as agricultural lands throughout the Region. In addition, an amendment process has been established. If the current application is successful, an amendment to redesignate the excluded portion of the subject properties would be required from Agricultural to Industrial. It would be considered a Type 2 amendment, requiring a two-thirds weighted vote and a regional public hearing.

As the Strategy developed, a mechanism was provided for identifying properties that in the future were expected to change their land use designations. Properties so identified were considered “special study areas”, with a minor amendment process for redesignation involving a simple weighted vote without the requirement of a public hearing.

The adoption of the Regional Growth Strategy marks the completion of a comprehensive boundary review for Maple Ridge. The subject properties have been identified as Agricultural in this Regional Plan, and will therefore require a Type 2 amendment in order to be redesignated. By comparison, the Albion Flats were identified as a “Special Study Area”. Should there be a block exclusion for the land south of Jim Robson Way, these parcels would be expected to be redesignated in the future through the more simple amendment process.

Concurrent Applications

As noted above, the Commercial and Industrial Strategy identifies a need for an additional 69 to 93 hectares (170 to 230) acres of employment land. With this goal in mind, the City continues its work, of which a likely outcome will be a block exclusion application for the south east portion of the Albion Flats. The removal of this land (south and east of Jim Robson Way) would contribute 33.5 hectares (82 acres) towards this objective.

Also in this agenda package for the June 26, 2018 Council meeting are exclusion applications for the Golden Eagle Farm Group on the former Pelton’s lands at 203rd Street between 132nd Avenue and Golden Ears Way (22.66 hectares or 56 acres), and for the 0.987 (2.4 acre) property at 12225 250th Street in support of a residential subdivision. The timing of the current application and for the property at 12225 250th Street was made at the request of the applicants. The timing of the Golden Eagle application was due to a concern with meeting the 60 day timeline outlined by the Commission in their guidelines to local governments.

Citizen/ Customer Implications.

Correspondence has been received for this application and will be provided to the Commission should Council forward this application. Many residents are opposed to the exclusion of these properties.

CONCLUSION:

This application for exclusion within the Agricultural Land Reserve has been considered in the context of the policies of the Official Community Plan, the Agricultural Plan, and the Commercial and Industrial Strategy. All these documents contain policies that could support this application, but also could support retention of this property for agricultural use.

The Official Community Plan has policies that support the development of additional employment lands. At the same time the Official Community Plan has policies that support agriculture and the protection of agricultural lands. The Commercial and Industrial Strategy recognizes the need for additional employment lands but with the exception of the Albion Flats, cautions against relying on exclusion applications for meeting this need.

The recommendations of this report are in accordance with Council direction for exclusion applications.

"Original signed by Diana Hall"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

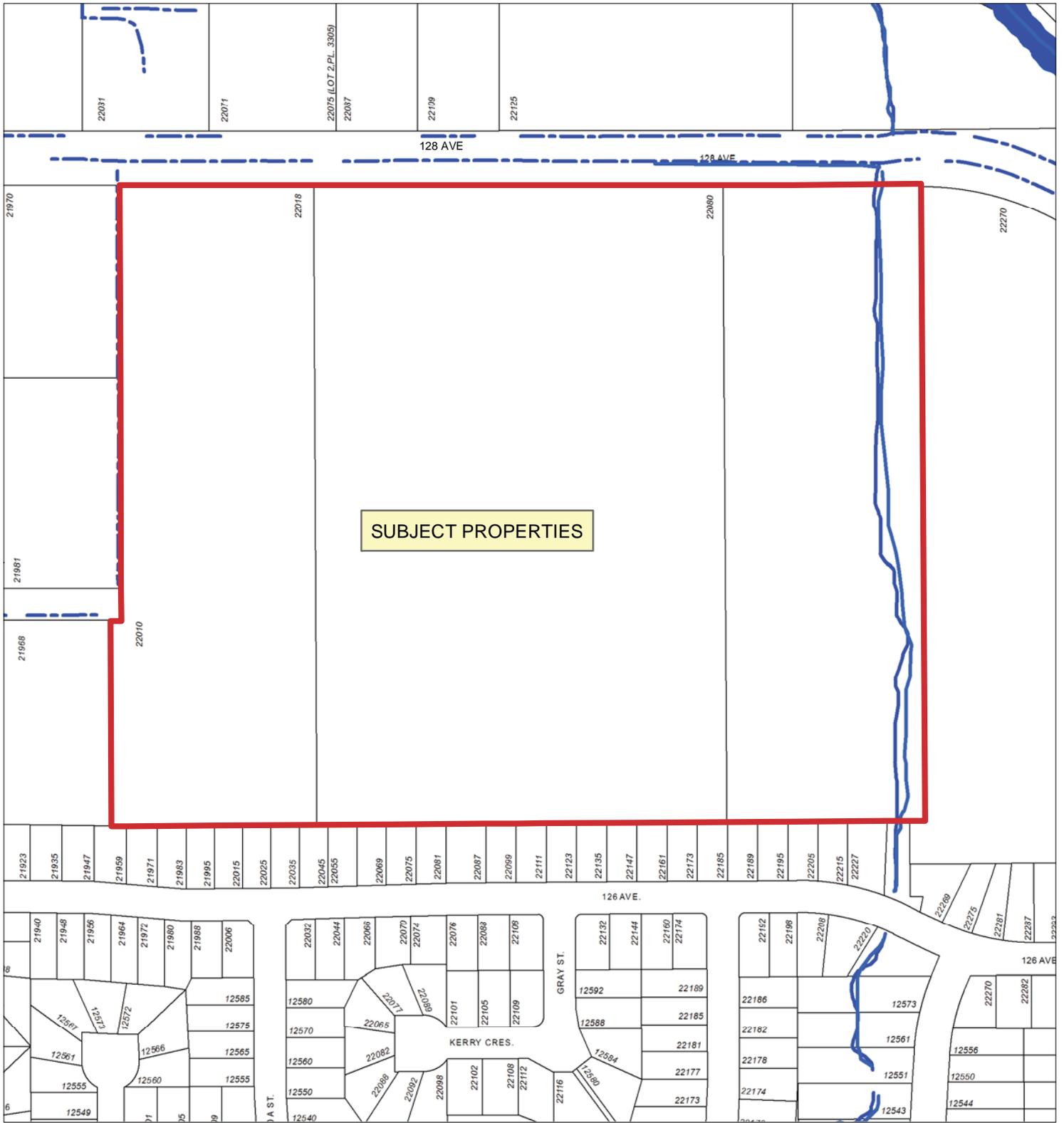
**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – subject map

Appendix B – ortho map

Appendix C – Proposal information provided by the applicant



SUBJECT PROPERTIES



Scale: 1:3,000

Legend

-  Stream
-  Ditch Centreline
-  Edge of River
-  River Centreline
-  River
-  Major Rivers & Lakes

22018, 22080 128 AVENUE &
LOT 149, PL65767 128 AVENUE

PLANNING DEPARTMENT



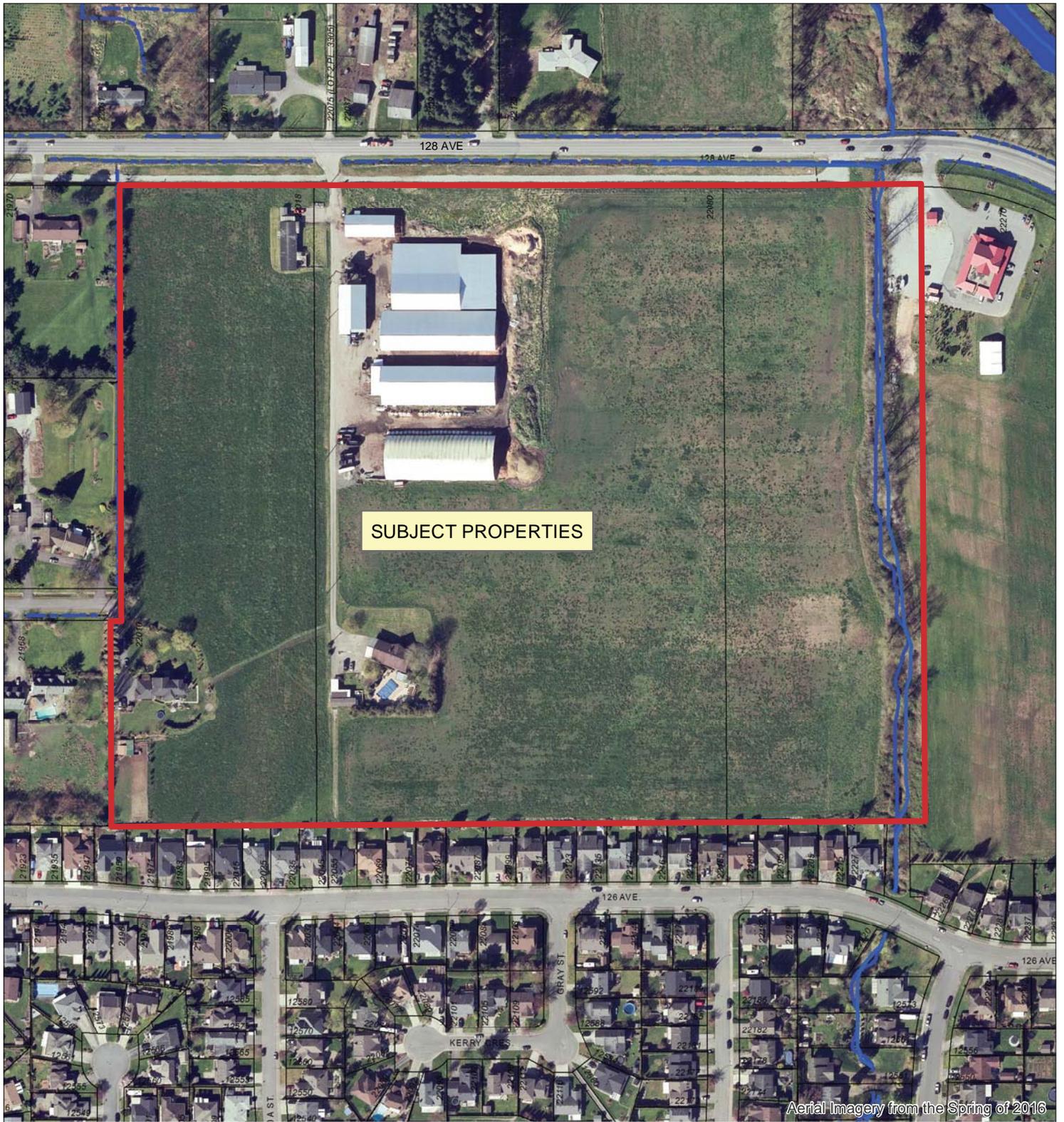
MAPLE RIDGE

British Columbia

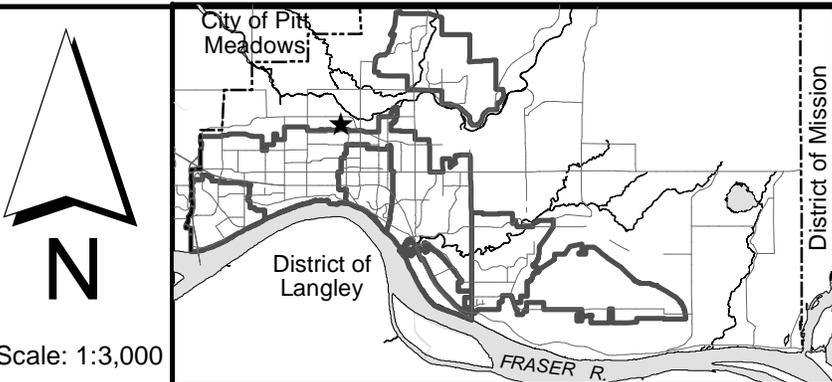
mapleridge.ca

FILE: 2018-156-AL
DATE: Jun 26, 2018

BY: PC



Aerial Imagery from the Spring of 2016



Scale: 1:3,000

22018, 22080 128 AVENUE &
LOT 149, PL65767 128 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-156-AL
DATE: Jun 26, 2018

BY: PC

Proposal

How many hectares are you proposing to exclude?

16.3 ha

What is the purpose of the proposal?

The purpose of the proposal is to inform the City of Maple Ridge that the Davison Property is available to take out of the ALR to support much needed business development land in Maple Ridge. As it appears that Maple Ridge council may be supportive of forwarding the Aquilini ALC application we would like the Davison Property to be considered as another option for business development land in Maple Ridge.

Explain why you believe that the parcel(s) should be excluded from the ALR.

The size of the property is similar in size to the property being considered in the Aquilini application but we feel the Davison property would be a more logical choice for exclusion from the ALR to provide needed property for business development land.

The reasons are as follows:

The Davison Property is well located in Central Maple Ridge which could provide land for business development and services in an under serviced area central to all residents in Maple Ridge. The Aquilini property is located on the far West side of Maple Ridge only convenient to residents in West Maple Ridge in an already over serviced area.

The Davison Property is directly adjacent to existing urban development and extends North to 128th Ave. We feel that 128th Ave. would work well as a new natural defensible boundary and if any land is to be removed from the ALR it should be on the South side of 128th Ave adjacent to existing urban development.

The Aquilini property is on the North side of 128th Ave and not adjacent to existing development. The Aquilini proposal would create a situation where we have a large swath of farm land in between existing urban development and the new business development. Again, it seems more logical to contain any new development on the South side of 128th Ave.

In regards to actual farm use the Davison Dairy Farm does not work well with the amount of land they have and the need to import 90% of their feed. The Davison Family are very proud of their fifth generation dairy farm and would like to relocate it to the interior of BC where they can operate much more efficiently and preserve the family dairy farm tradition for many more generations without the constant complaints about the smell of their dairy farm from the residential neighbours.

The Aquilini farm does not have the same residential alignment issues.

It should also be noted that the Aquilini property is much more productive farm land then the Davison property. According to Kevin Davison who used to own and farm 80 acres of the Aquilini property he would yield approximately 30 tons of silage corn per acre. He is only able to yield approximately 15 tons of silage corn per acre in the substandard soil of the Davison property.

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
MEETING DATE: June 26, 2018

FROM: Chief Administrative Officer
FILE NO: 2018-071-AL
MEETING: Council

SUBJECT: Application to Exclude Land from the Agricultural Land Reserve
12225 250 Street

EXECUTIVE SUMMARY:

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 Council as the applicant had previously communicated to neighbours the intention to develop a intensive poultry farm on the subject property. Many residents expressed opposition to a poultry farm of that magnitude with chickens, and some of these residents have indicated support for excluding the property from the Agricultural Land Reserve. Letters of support have been included in the applicant's submission to the Agricultural Land Commission.

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, may 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 th Street

b) Site Context:

The site context includes the “Smith Avenue subdivision”, a block of parcels created in 1957 that are designated Estate Suburban in the Official Community Plan. These properties 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. 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 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. The 0.987 hectare (2.4 acre) subject property sits at the northern boundary of these Estate Suburban Properties. Appendix C shows zoning and the Agricultural Land Reserve. Appendix D shows the Agricultural and the Estate Suburban land use designations.

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 current 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 m² (approximately 7000 ft²). 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 a 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 these properties does not align with the land use designation, 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.

Official Community Plan

OCP policies 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 1996 endorsement of the Agricultural Plan, a number of initiatives have been advanced to support this work. Most recent development includes the advancement of development permit area guidelines for non-farm development near the ALR boundary.

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.¹

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.

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

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.

One of the concepts that have been advanced as part of this regional approach is one 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 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.

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"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

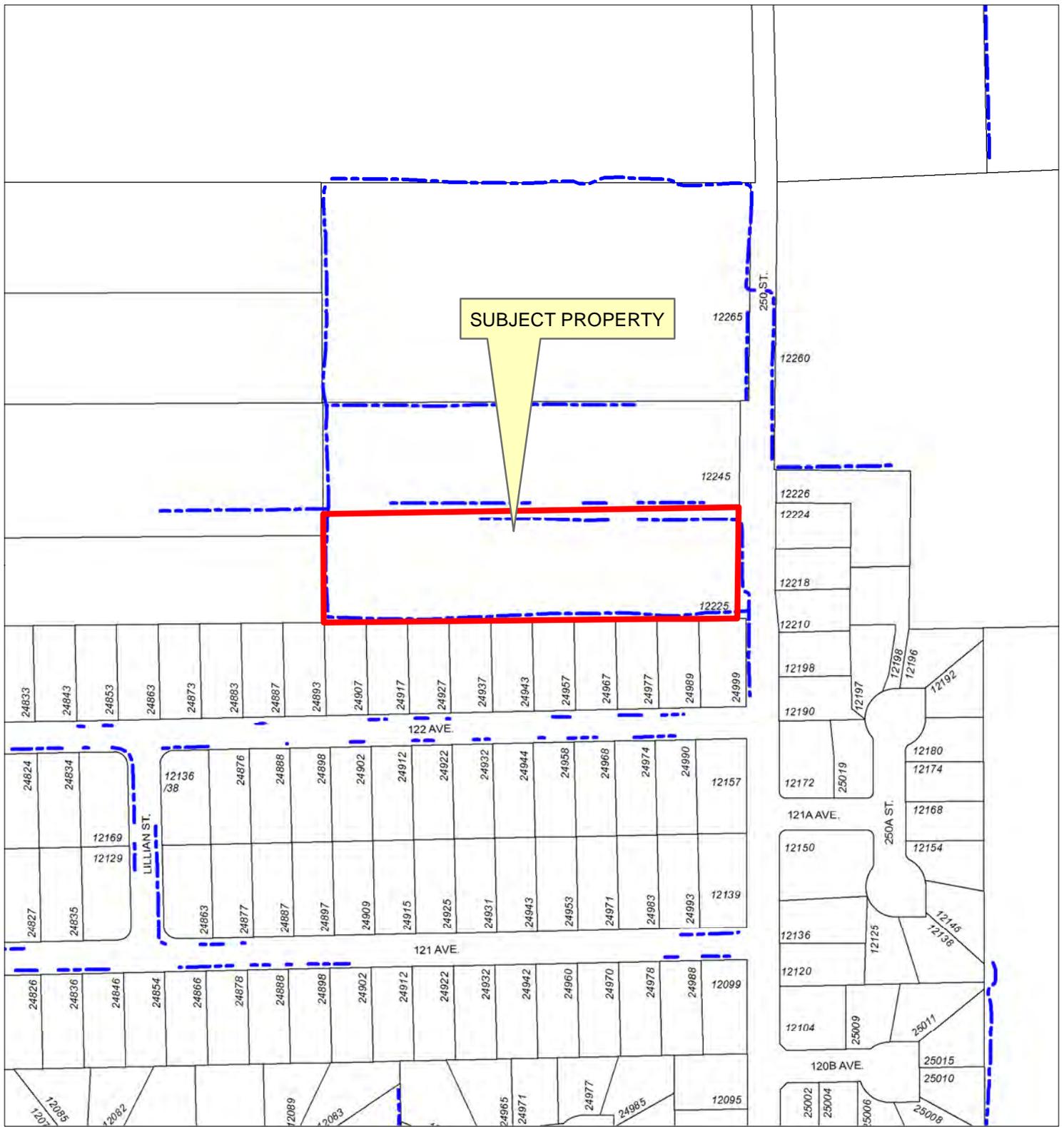
Appendix A – subject map

Appendix B – ortho map

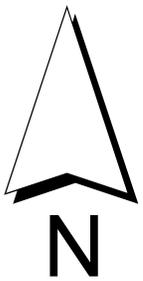
Appendix C – map showing ALR and Zoning

Appendix D – OCP Map

Appendix E – correspondence and subdivision plan prepared by the applicant



SUBJECT PROPERTY



Scale: 1:2,500

Legend

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

12225 250 Street

PLANNING DEPARTMENT

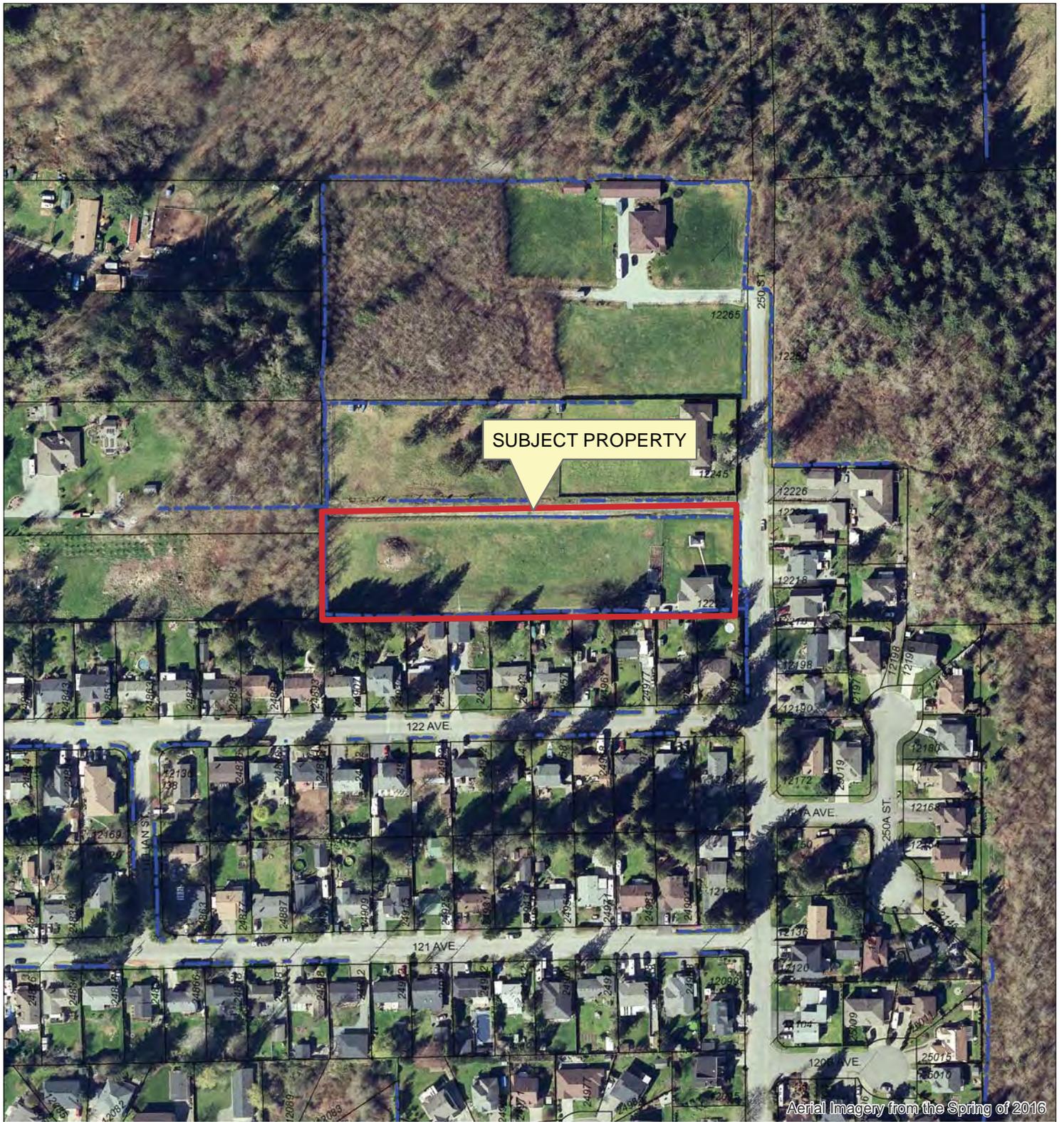


MAPLE RIDGE
British Columbia

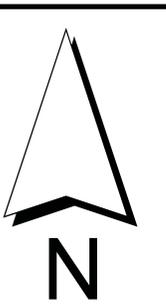
mapleridge.ca

2018-071-AL
DATE: Mar 1, 2018

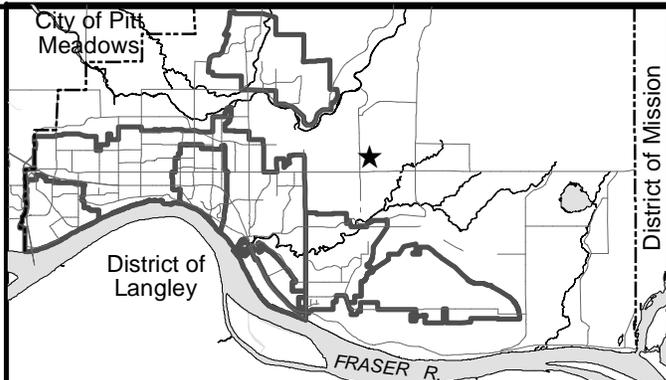
BY: JV



Aerial Imagery from the Spring of 2016



Scale: 1:2,500

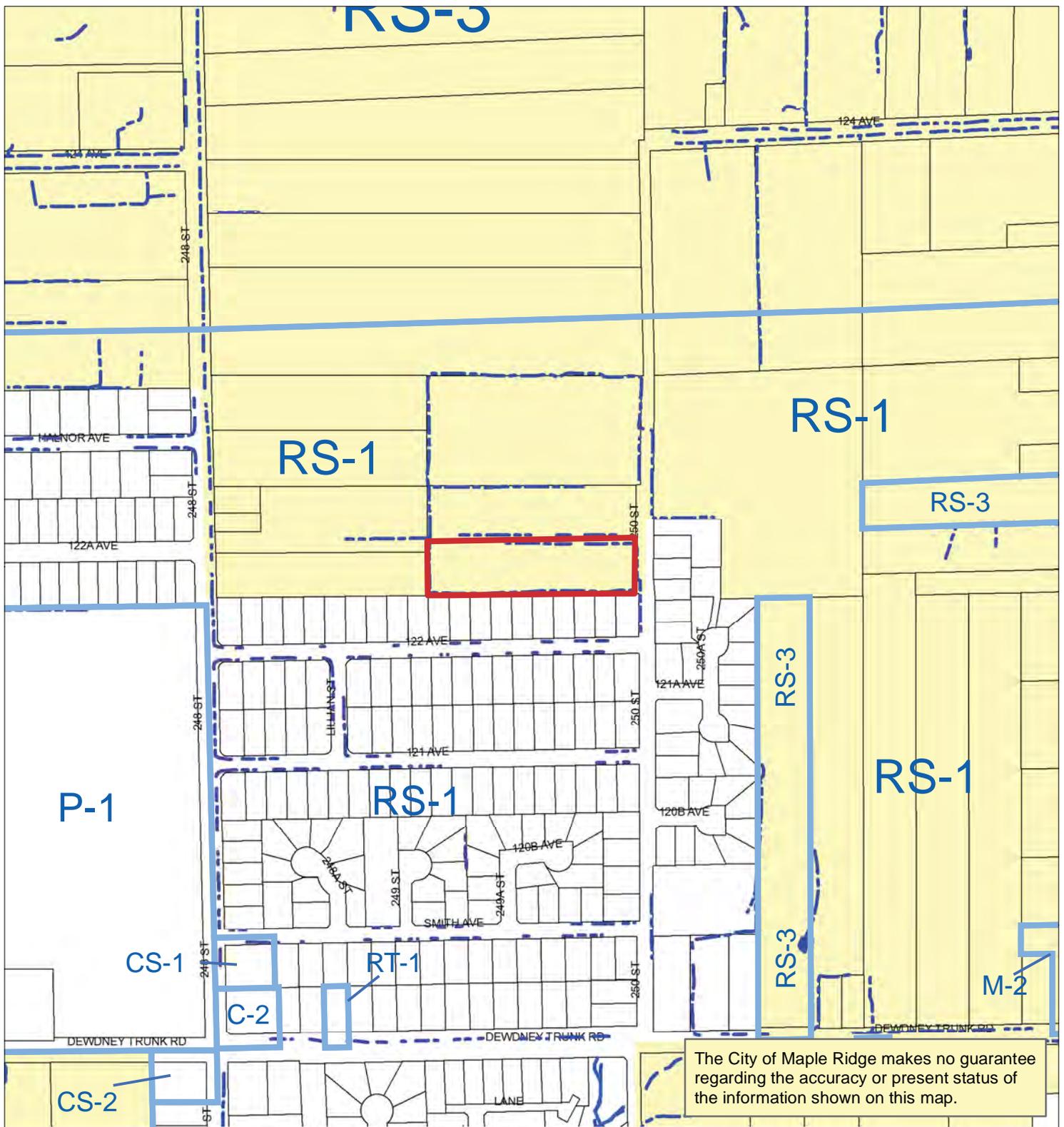


12225 250 STREET

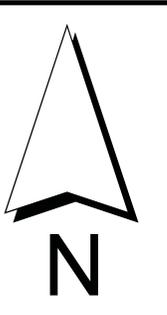


FILE: 2018-071-AL
DATE: Apr 26, 2018

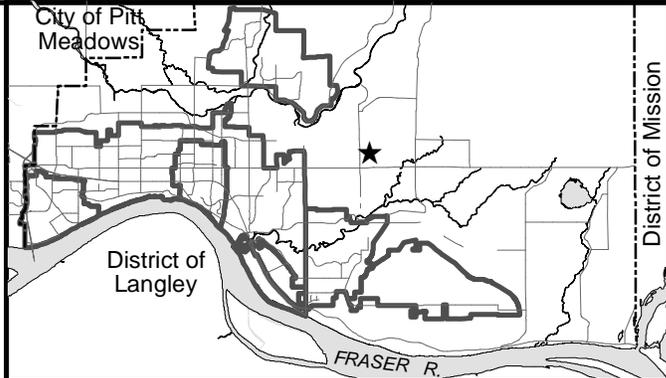
BY: PC



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

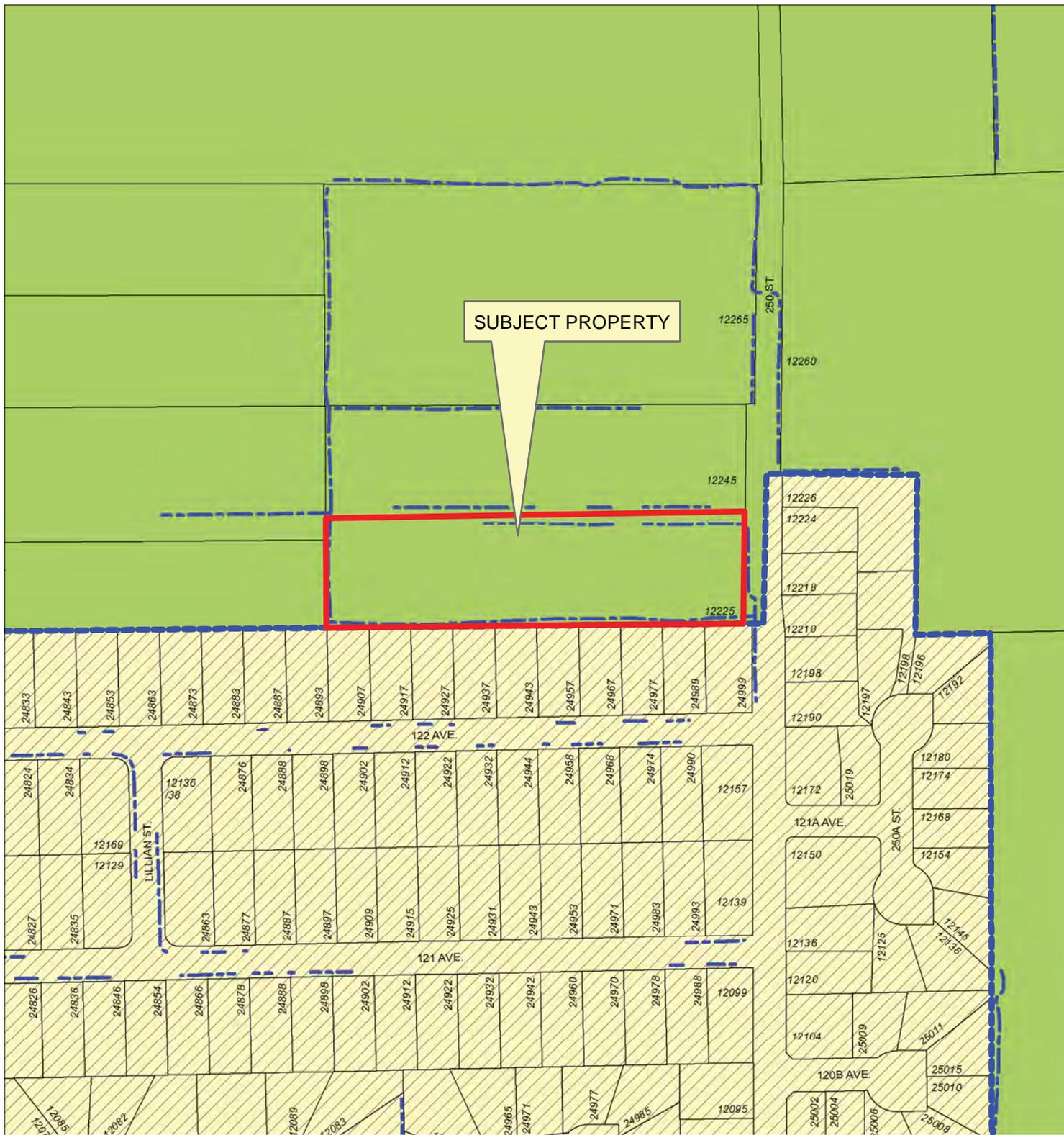
PLANNING DEPARTMENT



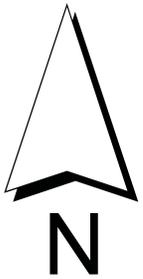
mapleridge.ca

FILE: 2018-071-AL
DATE: Apr 24, 2018

BY: PC



SUBJECT PROPERTY



Scale: 1:2,500

Legend

- Agricultural
- Estate Suburban Residential

12225 250 Street

PLANNING DEPARTMENT



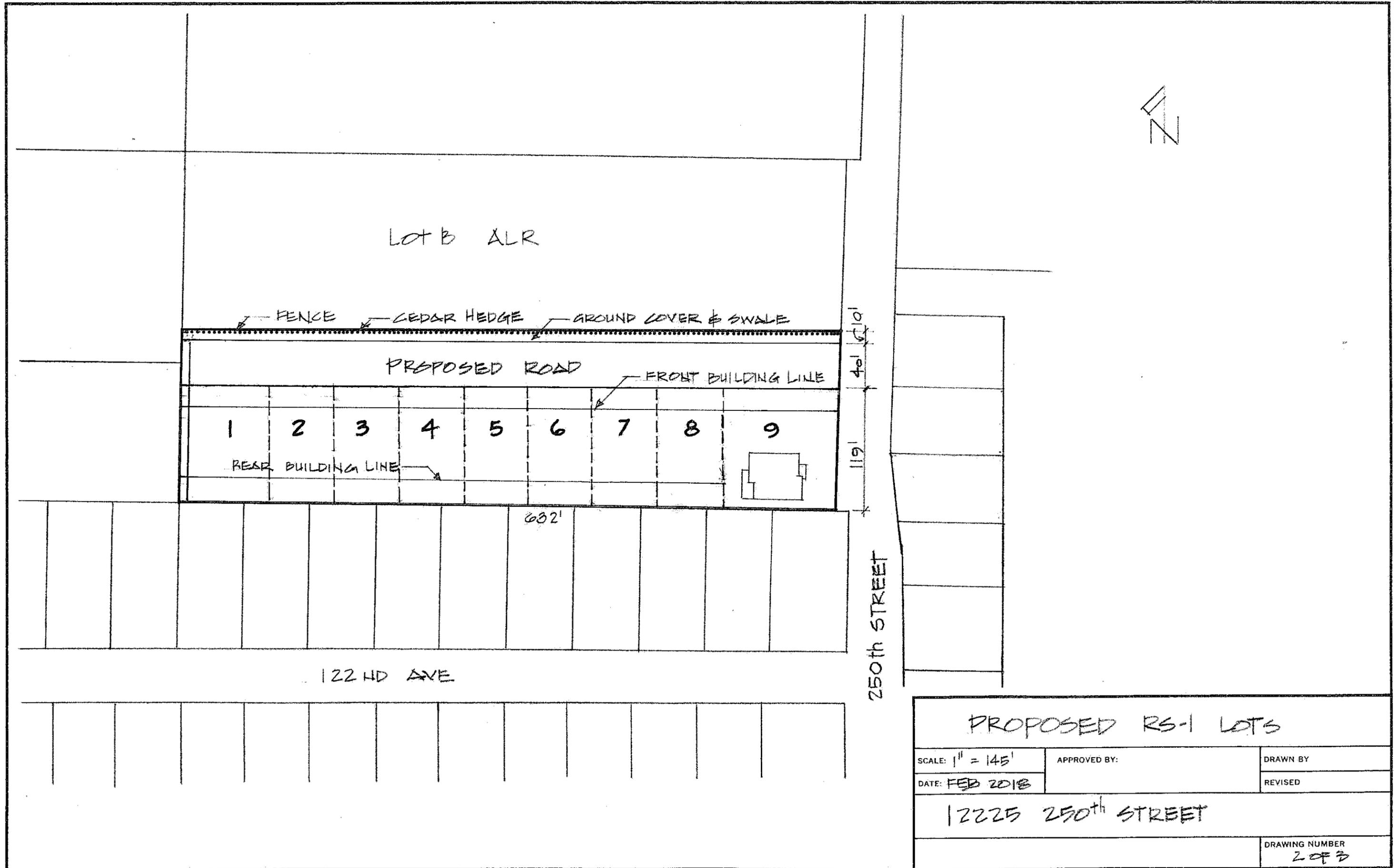
MAPLE RIDGE

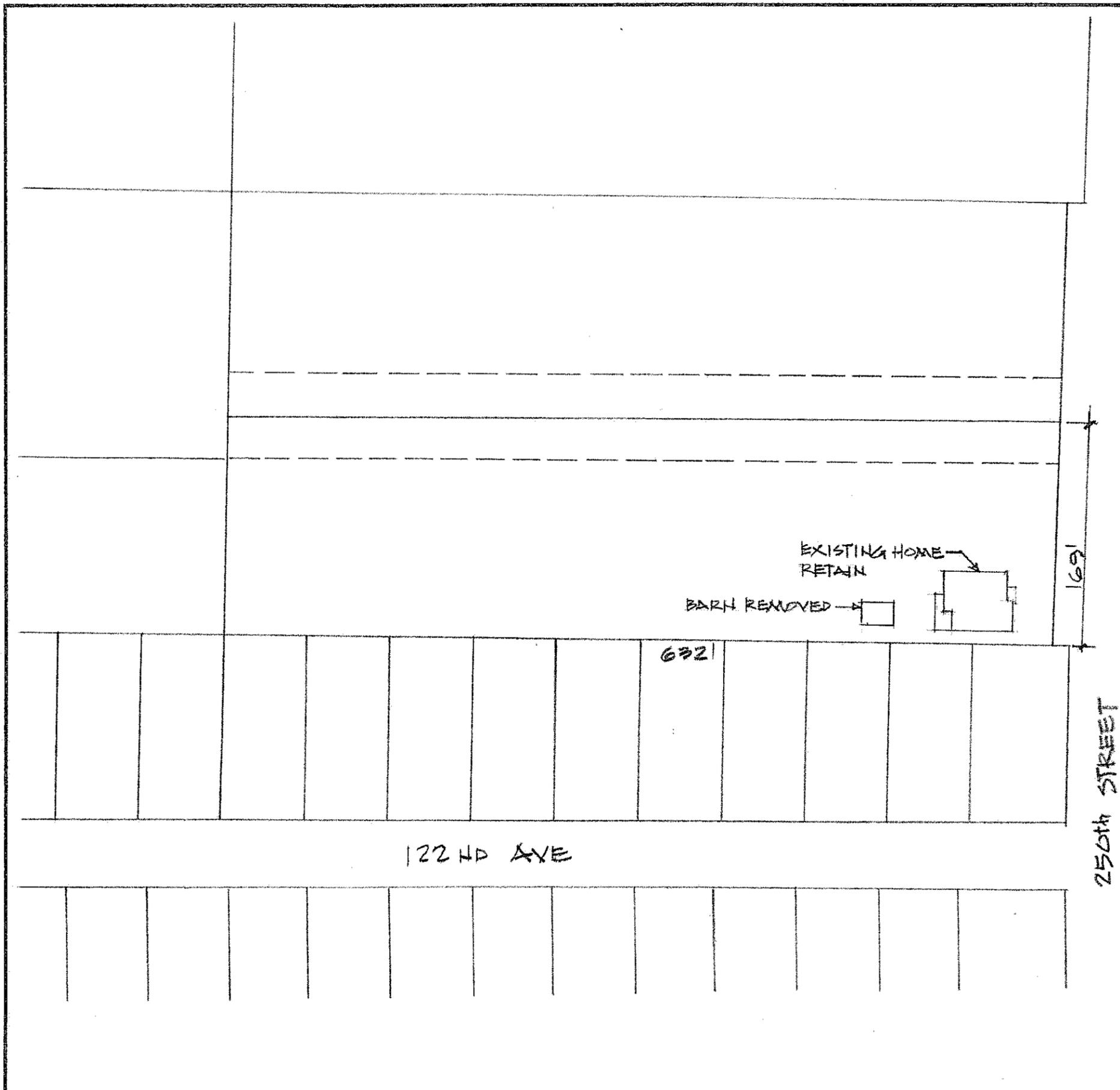
British Columbia

mapleridge.ca

2018-071-AL
DATE: Mar 1, 2018

BY: JV





250th STREET

12235 250th STREET

SCALE: 1" = 145'	APPROVED BY:	DRAWN BY:
DATE: FEB 2018		REVISED:
PROPOSED A.L.R. REMOVAL		
EXISTING STRUCTURES	DRAWING NUMBER 1 OF 3	

Proposal

Introduction

My name is Eva Pozsar, I purchased my property at 12225 - 250st Maple Ridge BC in 2007. It is 0.987 ha and I bought it for the purpose of starting a poultry farm. My husband, Andrew Pozsar grew up on a chicken farm, and it is his dream to be a chicken farmer again and I fully support him on that.

Back-round

After I purchased the property, it took us a few years to get ready for farming. We had to clear the property, build a house, fence it, come up with a business plan and find investors. By 2016, we were ready to start the project. Following the advice of industry experts, Cathy Erickson, BC Chicken Marketing Board; Chris Zabek, Regional Agrologist; Gloria Chojnacki, BCFIRB; and Olga Kolomyeychuk, Metro Vancouver; we completed a neighbourhood survey in January of 2017 on the project, of which the survey results turned out to be disastrous. The neighbourhood immediately became very angry about the farming proposal. We had no other choice but to temporarily abandon our farming plans in March 2017. Even long after we announced our plans publicly, not to go through with the poultry farm, the bullying continued by our residential neighbours.

I strongly believe that the main components of our failed farming attempt are, the lack of buffering / edge planing, by not separating agricultural land, from the residential neighbours. Also the lack of special covenants on residential properties had a major negative affect. The unfortunate fact is that 11 years ago, when I purchased the property, there was a minimal buffer, that separated my agricultural land from my residential neighbours. Unfortunately, the City of Maple Ridge allowed our residential neighbours to completely destroy the buffer and build structures only 5 feet from the ALR boundary. By now there is absolutely no separation between my farmland and my residential neighbours. (see pictures, Exhibit "CC")

The Proposal

My proposal is focusing not so much on what I want to do with the property upon a successful exemption of the ALR, but rather how I can promote and protect farming in the surrounding area. I can tell you from my own experience, and reading the Zbeetnoff Agricultural Report, Landscaped Buffer Specification and Guide to Edge Planing, that I understand a buffer with a clear separation is a must for successful agriculture. I could also tell you that notifying the residential property owners before they buy their property with a special covenant is extremely important. Furthermore, a good fence and a green belt is very helpful. My proposal is that upon a successful exemption from the ALR, I will build a road with a sidewalk on the north side of my current property line with a fence and a green belt. That separation is going to be at least 50 feet from the ALR boundary to the residential property line. Currently it is zero. Once I complete the subdivision, I will put a special covenant on every building lot, warning potential buyers that they are moving into a farming area where, noise, odour, dust, light, and farm traffic occasionally occurs. (see sketches, Exhibits "I I")

Special covenant

I'm in full agreement with the above mentioned publications from the ALC , Ministry of Agriculture, and the Zbeetnoff Agricultural report for Maple Ridge and it's findings on buffering.

I do believe that the special covenant is a very important part of a successful edge planing. Notifying prospective residential buyers will ensure long term farm-ability for surrounding ALR parcels. However the wording on the covenant “ accept farming activities “ does not go far enough in my view. Accepting farming, simply means holding your nose and putting up with it. This is not good enough! One must celebrate the fact that there is farming in the area. That is the only way to ensure, long-term, peaceful farming activities on ALR land. The wording that I will put on the special covenant will reflect this and therefore only, like-minded individuals will purchase their properties in this new subdivision. People who understand support and appreciate farming. This will encourage and support local ALR land owners to start farming their land, because no farmer should go through the stress, bullying , harassment, legal and physical treats that my husband and I went through.

Green belt buffering

My plans are to install a fence and an evergreen buffer on the north and west side of my current property line. The fence will prevent trespassing onto ALR land and the evergreens will provide the necessary separation. This work will be done before I sell the individual building lots to builders / developers to prevent any interference with the ALR neighbours. The evergreens will not only be planted but also cared for by a local arborist company for at least 3 years to ensure their survival. I will pay for that cost. I will also install a warning sign on the new street, advising people that they are entering into an agricultural area, and their behaviour could negatively affect farming operations. I believe that with these steps taken, we can ensure the right environment for farming on the ALR parcels in this area. I strongly believe that in order for farming to succeed and do well, you must provide the ideal environment. For example, a baby chicken in the ideal environment will grow to be a full-size bird in 6 weeks. But if the environment is less than perfect, its not going to do well, or simply die.

Current zoning

At this time, I'd like to mention that the zoning of my property is RS1 single-family dwellings allowed on 7,200 sf lots; Therefore, upon successful exclusion, no further public consultation is needed on the municipal level. The property is also connected to the GVRD sewer system and an expansion of the sewer line onto the new subdivision is likely that it will be approved by the GVRD. (Please see zoning maps and supporting documents added, 9 pgs)

Construction

I will make it part of the contract with the builder / developer that they must install higher quality windows and extra sound insulation in the walls to cut down on potential noise from farming operations. I will also insist on locating the new structures to the back of the property as much as possible to have maximum separation distance from ALR boundary.

Neighbourhood

This neighbourhood has changed quite a bit in the past 11 years. Many families moved here from Vancouver, Burnaby, Coquitlam, North Vancouver, etc.

With that, it is increasingly becoming more and more urbanized. The fact is that these people move next to land that is reserved for future farming under the ALR, but did not know and were not informed about it since no covenant were in place. There are 14 out of my 17 neighbours, which are, single family dwellings.

I'd also like to point out the close proximity to both elementary and high schools. The nearby schools are only a couple of blocks away. The Garibaldi High school operates at approximately 75% capacity. The Blue Mountain Elementary School operates at approximately 95% capacity. These numbers are according to the survey in February, 2017.

Neighbours

Now I'd like to talk about the residents in this neighbourhood. Most of the residents do not care about the fact that my husband is a disabled man and unable to get a job, even a volunteer job that he's fully qualified for. His only option for meaningful employment is to be self-employed, as a poultry farmer. My husband is an experienced poultry farmer and he is capable to do so, successfully. As noted, there were unexpected and somewhat, radical reactions by the neighbourhood concerning our plans for a poultry operation. This was a very painful awakening for us.

Since our proposed farming plans most of our residential neighbours still refuse to talk to us, or even say hi. Andrew's friend, Mr. Phil Beall, overheard one of my neighbour, around March 2017, Mr. James Allen of 12210 250 st Maple Ridge, as he was instructing his children " don't talk to them they are bad people " referring to my husband and I. Few days later his 7 years old daughter Sophia Allen told Andrew, when her parents were not around, "daddy said not to talk to you anymore". These are the same children who would always say hi, and were coming over to my yard on the regular basis in the past, to play with my goats.

The animosity got so out of hand that my husband received a death threat from one of the residential neighbours. I had to spend thousands of dollars to upgrade my security camera system because we feared for our lives. (see Exhibit "O")

On a positive note, all of my ALR neighbours are very supportive of my exclusion application, and they are all in favour of my proposal.

Our plans to start farming

The main reason for my exclusion proposal has very much to do with our plans to start farming poultry. After a successful exclusion application and subdivision, I'm planning to purchase a per-existing poultry barn in the Lower Mainland where we can finally start farming. This is our long-term dream, to be able to grow food locally, for the local market. We are working with a Realtor, Nav Sekhon and have been since June, 2017. Nav Sekhon is specialized in respect of farms in BC. We do trust his knowledge, experience and expertise to find us the perfect farm. Andrew is staying in contact with the BC Chicken Marketing Board (CMB) and spoke to Kathy Erickson again on Feb 13, 2018 . We are aware that even in the case of purchasing a per-existing operation, it would have to be upgraded to current standards before the BC CMB would allow the transfer of the quota, and I'm budgeting for that.

BC Farm Industry Review Board (BCFIRB)

In November of 2016, Andrew spoke to Gloria Chojnacki at the BCFIRB based on Kathy Ericksons recommendation. Ms. Erickson warned Andrew about potential lawsuits from neighbours, and gave couple of examples when farmers lost a lot of money due to lawsuits. Andrew wanted to find out if other farmers were successful farming in similar settings such as my property, near to residential neighbours and relative close proximity to schools.

Andrew was told by Gloria that she was not aware of any farmers successfully farming in a similar setting. She did point out a case that involved a farmer in Saanich BC, who started a blueberry crop farm, in a similar settings to my property, (surrounded by residential neighbours without buffer) but due to noise complaints from the residential neighbourhood, he was forced to shut down his farming

operation. My understanding is, there was no buffer separating the blueberry farm from the residential neighbours.

Closing

In closing I'd like to bring your attention to Exhibit "M", e-mail #127. Mr. David O'Really of 24917 - 122 st of Maple Ridge, responds to our proposed poultry farm project, and echos the entire neighbourhood's opinion. "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".

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.

I strongly believe that my property is not farm-able and not capable of any agricultural production for the following reasons; Lack of special covenant for residential neighbours, lack of buffering and edge planing on the residential side, unwelcoming and uneducated residential neighbours, poor soil and drainage conditions and lack of support for farming from the City of Maple Ridge. As Nicole Jennings writes "They don't support it they just can't stop it" Exhibit "M" E-mail #70. (Structural side set backs on ALR land recently got increased by the City of Maple Ridge from 7.5meters to 15meters).

I'm asking you to please look at my proposal favourably, as in my opinion, it would be a clear benefit to local agriculture, and it would give us a chance to finally start farming poultry. Please see Affidavit of Andrew Pozsar and corresponding exhibits as our plans and circumstances are explained in detail.

Respectfully,

Eva Pozsar

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council

FROM: Chief Administrative Officer

SUBJECT: **First Reading**
Zone Amending Bylaw No. 7463-2018
24331 and 24315 110 Avenue

MEETING DATE: June 26, 2018
FILE NO: 2018-159-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 24331 and 24315 - 110th Avenue (see Attachment "A"), from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) to permit the subdivision of approximately 16 single-family lots not less than 557m² in size. The applicant intends to choose the Density Bonus option within the RS-1d (One Family Urban (Half Acre) Residential) zone, which is specific to the Albion Area, enabling single-family lot sizes of 557 m². To proceed further with this application additional information is required as outlined below.

The Albion Area Plan designates the subject property as Low Density Residential and Conservation. The proposed zoning of RS-1d (One Family Urban (Half Acre) Residential) is supported within the Zoning Matrix. This Zoning Matrix supports a Density Bonus for RS-1d (One Family Urban (Half Acre) Residential) that will further permit 557m² lots. The proposed application could result in a Density Bonus Contribution of approximately \$49,600.00. This application is also subject to the Community Amenity Contribution (CAC) at a rate of \$5,100.00 per lot.

Portions of the site have watercourses and steep slopes that are environmentally sensitive areas that will be protected. As such, an Official Community Plan (OCP) amendment will be required to adjust the conservation boundaries based on the ground truthing of the site.

The proposed development will be subject to the City Wide CAC program for residential lots and the Albion Density Bonus Provision.

RECOMMENDATIONS:

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

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

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

That Zone Amending Bylaw No. 7463-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant:	Don Bowins
Legal Description:	Lot 5, Section 10, Township 12, New Westminister District Plan 7408 and Lot 6, Section 10, Township 12, New Westminister District Plan
OCP:	
Existing:	Low Density Residential and Conservation
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b (One Family Urban(Medium Density) Residential)
Surrounding Uses:	
North:	Use: Vacant Land Zone: RS-3 (One Family Rural Residential) Designation: Low Density Residential and Conservation
South:	Use: Rural Residential Zone: RS-3 (One Family Residential) Designation: Low Density Residential; Conservation and Park
East:	Use: Accessory building Zone: RS-3 (One Family Rural Residential) Designation: Low Density Residential and Conservation
West:	Use: Rural Residential Zone: RS-3 (One Family Residential) Designation: Low Density Residential and Conservation
Existing Use of Property:	Rural Residential
Proposed Use of Property:	Single Family Residential
Site Area:	1.91 HA. (4.72 acres)
Access:	110 th Avenue
Servicing requirement:	Urban Standard

b) Site Characteristics:

The subject properties are located in the Albion neighbourhood and are approximately 1.91 ha. (4.72 acres) in total area (Appendix "A"). The subject properties front onto 110th Avenue; to the north is vacant land that is currently under application (2017-434-RZ) (see Appendix "A") which is at first reading to rezone the subject property to facilitate a single family development; to the west is rural residential use; east is vacant land; and south is rural residential use. (See Appendix "B"). The properties gently slope from the north/west to the south/east. Dunlop Creek is located at the north end of the site (see Appendix "B"). The subject properties are designated Low Density Residential and Conservation. The access for the proposed development will be from 110th Avenue.

c) Project Description:

The applicant has applied to rezone the subject properties from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b(One Family Urban(Medium Density) Residential) sized lots to permit the subdivision of approximately 16 single-family lots not less than 557m² in size.

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

d) Planning Analysis:

Official Community Plan:

The development site is located within the Albion Area Plan and is currently designated Low Density Residential and Conservation. The Conservation Designation identifies ecologically sensitive lands that require protection in order to ensure that their health, diversity and integrity are maintained. They are considered to be of high environmental or geological sensitivity. An OCP amendment is required to adjust the conservation boundary to reflect ground truthing.

The Low Density Residential designation corresponds with a single detached housing form at a low density urban standard with lots sized at 2,000m². Higher densities may be supportable in compliance with the Density Bonus Program regulations prescribed in the Zoning Bylaw.

Albion Plan Policy 10.2.2 – is intended to meet the needs of the community and respond to changes in housing form and demand over time by enabling an additional means of providing neighbourhood amenities. The Albion Area Plan Community Amenity Program provides the opportunity for a Density Bonus within a number of zones identified with the Albion Zoning Matrix. Within these zones, ‘bonus’ density may be achieved through an Amenity Contribution toward community amenities that will be located within the boundaries of the Plan Area.

The application is in compliance with the Official Community Plan.

Zoning Bylaw:

The current application proposes to rezone the subject properties located at 24315 and 24331 – 110th Ave from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) (see Appendix "A"), with a Density Bonus, to permit future subdivision into approximately 11 single family lots (see Appendix "C").

The application of the Density Bonus, which is specific to the Albion Area Plan, will permit the applicant to reduce the single-family lot size from the RS-1d (One Family Urban (Half Acre) Residential) base density of 2,000 m² to 557 m². An Amenity Contribution of \$3,100 per lot for each lot that is less than 2,000 m² is required. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program.

Any variations from the requirements of the Density Bonus zone of R-1b (One Family Urban Medium Density) Residential) for lots less than 557 m² or from the requirements of the RS-1d (One Family Urban (Half Acre) Residential) zone for lots greater than 2,000 m² will require a Development Variance Permit application.

Development Permits:

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

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

- All areas designated Conservation on Schedule “B” or all areas within 50 metres of an area designated Conservation on Schedule “B”; and
- All lands with an average natural slope of greater than 15 %;

to ensure the preservation, protection, restoration and enhancement of the natural environment and for development that is protected from hazardous conditions and will be issued as a combined Development Permit.

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) Utility companies; and
- g) 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) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

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

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

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

CONCLUSION:

The development proposal is in compliance with the OCP, therefore, it is recommended that Council grant First Reading subject to additional information being provided and assessed prior to Second Reading. It is recommended that Council not require any further additional OCP consultation.

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

"Original signed by Wendy Cooper"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

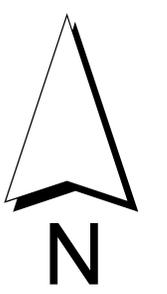
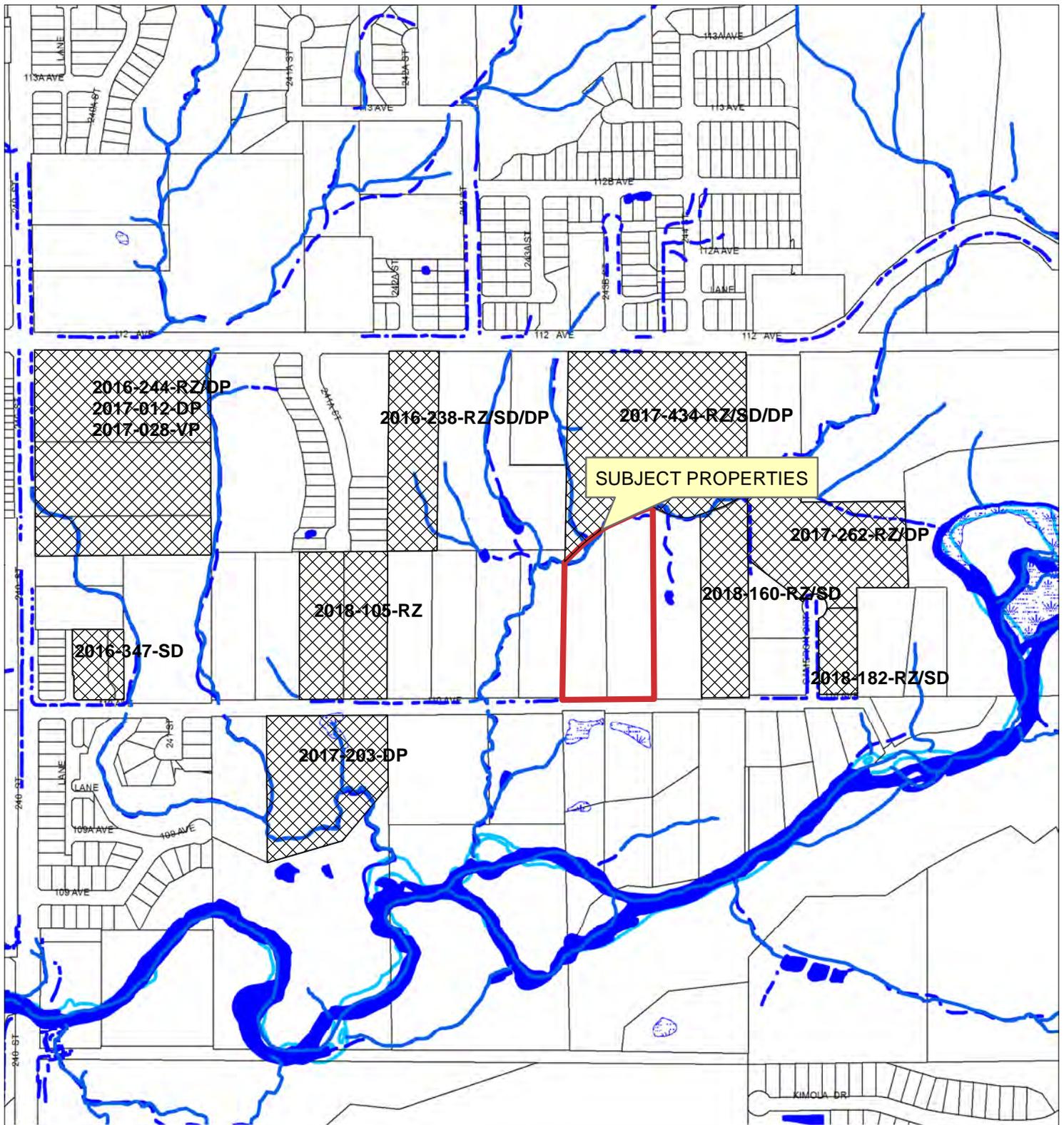
**Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services**

"Original signed by Paul Gill"

**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7463-2018
- Appendix D – Proposed Site Plan



Scale: 1:6,000

Legend

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

24315/31 110 AVENUE

PLANNING DEPARTMENT

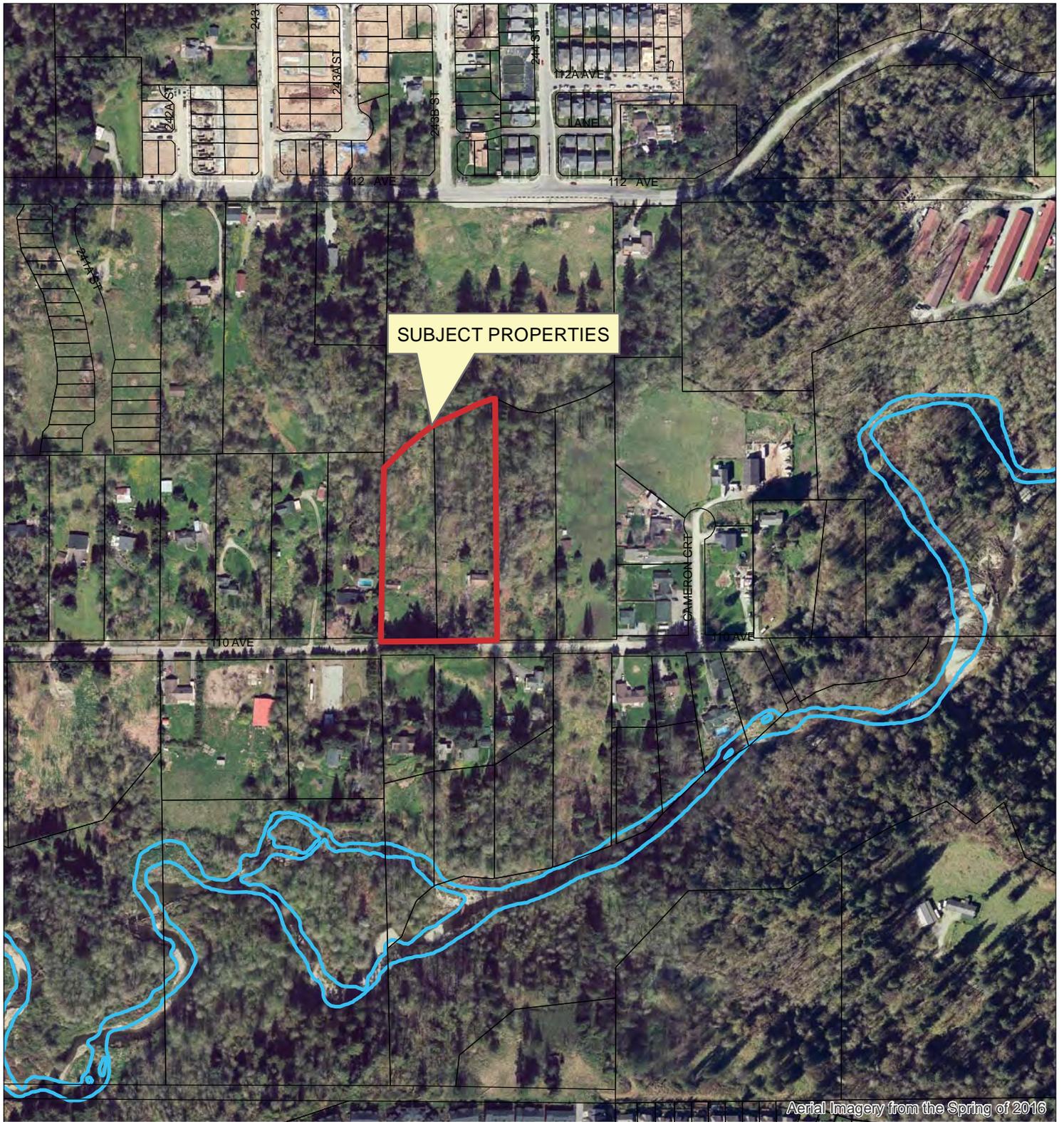


MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2018-159
DATE: May 22, 2018

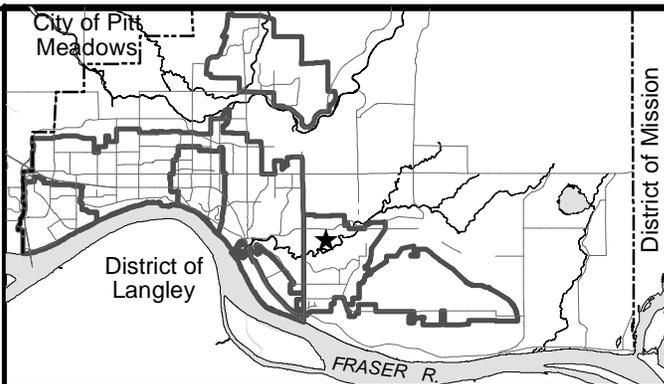
BY: LP



Aerial Imagery from the Spring of 2016



Scale: 1:4,740



24315 & 24331 110 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-159-SD
DATE: Apr 19, 2018

BY: LP



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7463-2018

Map No. 1762

From: RS-3 (One Family Rural Residential)

To: RS-1d (One Family Urban (Half Acre) Residential)



SCALE 1:2,500

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council

FROM: Chief Administrative Officer

SUBJECT: **First Reading**
Zone Amending Bylaw No. 7464-2018
24387 110 Avenue

MEETING DATE: June 26, 2018
FILE NO: 2018-160-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 24387-110th Avenue (see Appendix "A") from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) to permit the subdivision of approximately 11 single-family lots not less than 557m² in size. The applicant intends to choose the Density Bonus option within the RS-1d (One Family Urban (Half Acre) Residential) zone, which is specific to the Albion Area, enabling single-family lot sizes of 557 m². To proceed further with this application additional information is required as outlined below.

The Albion Area Plan designates the subject property as Low Density Residential and Conservation. The proposed zoning of RS-1d (One Family Urban (Half Acre) Residential) is supported within the Zoning Matrix. This Zoning Matrix supports a Density Bonus for RS-1d (One Family Urban (Half Acre) Residential) that will further permit 557m² lots. The proposed application could result in a Density Bonus Contribution of approximately \$34,100.00. This application is also subject to the Community Amenity Contribution (CAC) at a rate of \$5,100.00 per lot.

Portions of the site have watercourses and steep slopes that are environmentally sensitive areas that will be protected. As such, an Official Community Plan (OCP) amendment will be required to amend the land use designation in this area Low Density Residential to Conservation and Conservation to Low Density Residential. To proceed further with this application additional information is required as outlined below.

The proposed development will be subject to the City Wide CAC program for residential lots and the Albion Density Bonus Provision.

RECOMMENDATIONS:

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

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

vi. The Provincial and Federal Governments and their agencies.

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

That Zone Amending Bylaw No. 7464-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant: Don Bowins

Legal Description: Lot 3, Section 10, Township 12, New Westminster District Plan 7408

OCP:
Existing: Low Density Residential and Conservation

Zoning:
Existing: RS-3 (One Family Rural Residential)
Proposed: RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b (One Family Urban (Medium Density) Residential)

Surrounding Uses:

North:	Use:	Vacant land
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential and Conservation
South:	Use:	Vacant land owned by Metro Vancouver
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Park
East:	Use:	Rural Residential
	Zone:	RS-2 (One Family Suburban Residential) and RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential and Conservation
West:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential and Conservation

Existing Use of Property: Accessory Structure
Proposed Use of Property: Single Family Residential
Site Area: 1.140 HA. (2.82 acres)
Access: 110th Avenue
Servicing requirement: Urban Standard

b) Site Characteristics:

The subject property is located in the Albion neighbourhood and is approximately 1.40 ha (2.82 acres) in size (Appendix "A"). The subject property fronts onto 110th Avenue; to the north a vacant parcel of land is currently under application (2017-434-RZ) (see Appendix "A") that has had first reading to rezone the subject property to facilitate a single family development; east are suburban residential uses; west is vacant land and south is land owned by Metro Vancouver. The subject property is influenced by Dunlop Creek to the north. The property gently slopes from the north/west to the south/east (Appendix "B"). The subject property is designated Low Density Residential and Conservation. Access to the proposed development will be from 110th Avenue.

c) Project Description:

The applicant has applied to rezone the subject properties from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) with a Density Bonus through the Albion Community Amenity Program to achieve RS-1b(One Family Urban(Medium Density) Residential) to permit the subdivision of approximately 11 single-family lots not less than 557 m² in size

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

d) Planning Analysis:

Official Community Plan:

The development site is located within the Albion Area Plan and is currently designated Low Density Residential and Conservation.

The Low Density Residential designation corresponds with a single detached housing form at a low density urban standard with lot sized at 2,000m². Higher densities may be supportable in compliance with the Density Bonus Program regulations prescribed in the Zoning Bylaw.

The Conservation Designation identifies ecologically sensitive lands that require protection in order to ensure that their health, diversity and integrity are maintained. They are considered to be of high environmental or geological sensitivity.

The Albion Area Plan Community Amenity Program provides the opportunity for a Density Bonus within a number of zones identified with the Albion Zoning Matrix. Within these zones, 'bonus' density may be achieved through an Amenity Contribution toward community amenities that will be located within the boundaries of the Plan Area.

The application is in compliance with the Official Community Plan.

Zoning Bylaw:

The current application proposes to rezone the subject property located at 24387 – 110th Ave from RS-3 (One Family Rural Residential) to RS-1d (One Family Urban (Half Acre) Residential) (see Appendix "A"), with a Density Bonus, to permit future subdivision into approximately 11 single family lots (see Appendix "C").

The application of the Density Bonus, which is specific to the Albion Area Plan, will permit the applicant to reduce the single-family lot size from the RS-1d (One Family Urban (Half Acre) Residential) base density of 2,000 m² to 557 m². An Amenity Contribution of \$3,100 per lot for each lot that is less than 2,000 m² is required. As per Council direction, this application will also be subject to the City-wide Community Amenity Contribution Program.

Any variations from the requirements of the Density Bonus zone of R-1b (One Family Urban Medium Density) Residential) for lots less than 557 m² or from the requirements of the RS-1d (One Family Urban (Half Acre) Residential) zone for lots greater than 2,000 m² will require a Development Variance Permit application.

Development Permits:

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

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

- All areas designated Conservation on Schedule "B" or all areas within 50 metres of an area designated Conservation on Schedule "B"; and
- All lands with an average natural slope of greater than 15 %;

to ensure the preservation, protection, restoration and enhancement of the natural environment and for development that is protected from hazardous conditions and will be issued as a combined Development Permit.

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) Utility companies; and
- g) 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) Early and Ongoing Consultation:

In respect of Section 475 of the *Local Government Act* for consultation during an Official Community Plan amendment, it is recommended that no additional consultation is required beyond the early posting of the proposed OCP amendments on the City's website, together with an invitation to the public to comment.

g) Development Applications:

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

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

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

CONCLUSION:

The development proposal is in compliance with the OCP, therefore, it is recommended that Council grant First Reading subject to additional information being provided and assessed prior to Second Reading. It is recommended that Council not require any further additional OCP consultation.

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

"Original signed by Wendy Cooper"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

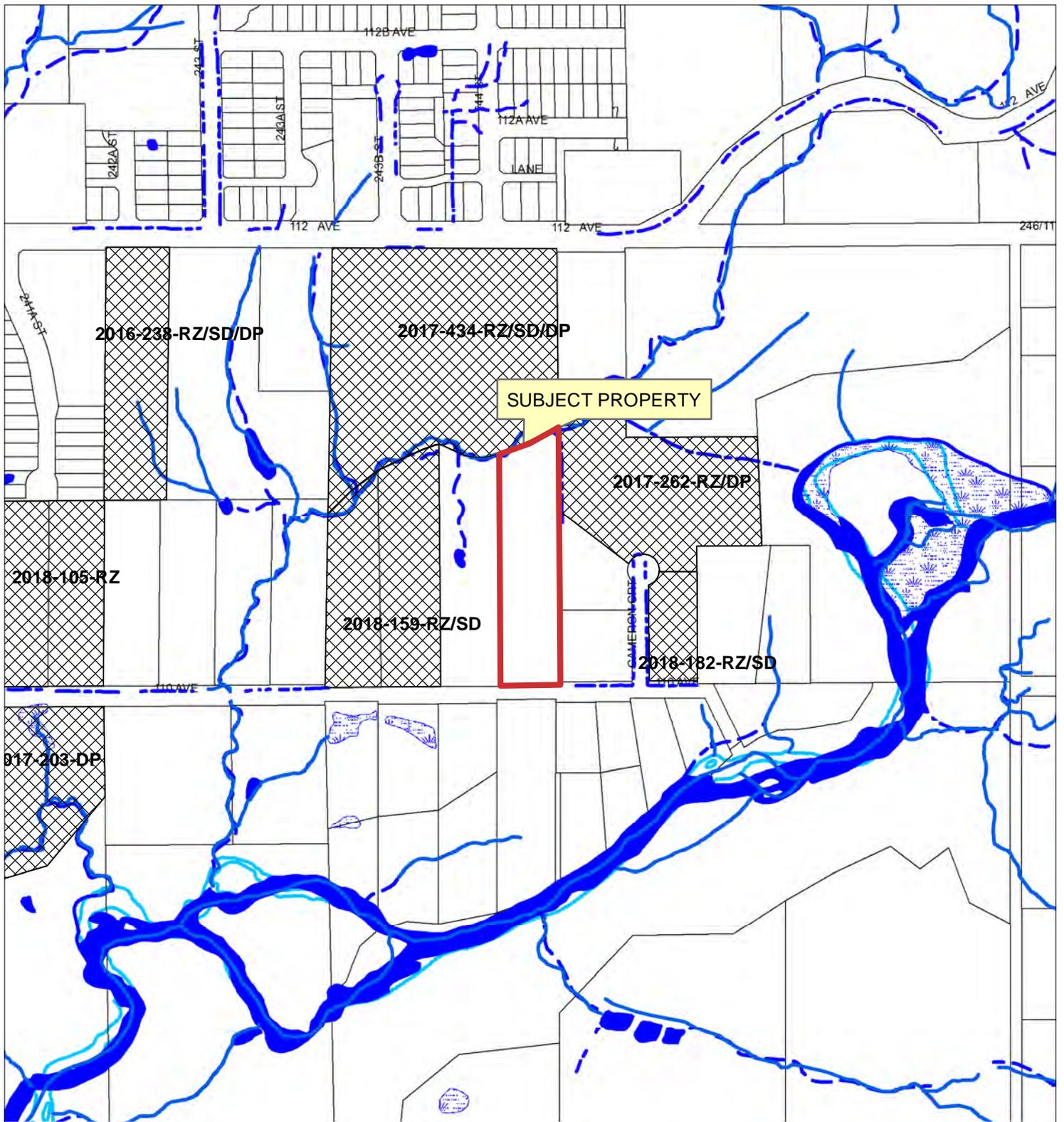
**Approved by: Frank Quinn, MBA, P.Eng
GM Public Works & Development Services**

"Original signed by Paul Gill"

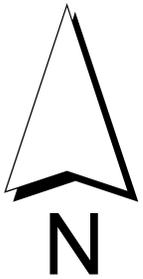
**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7464-2018
- Appendix D – Proposed Site Plan



SUBJECT PROPERTY



Scale: 1:4,740

Legend

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

24387 110 AVENUE

PLANNING DEPARTMENT

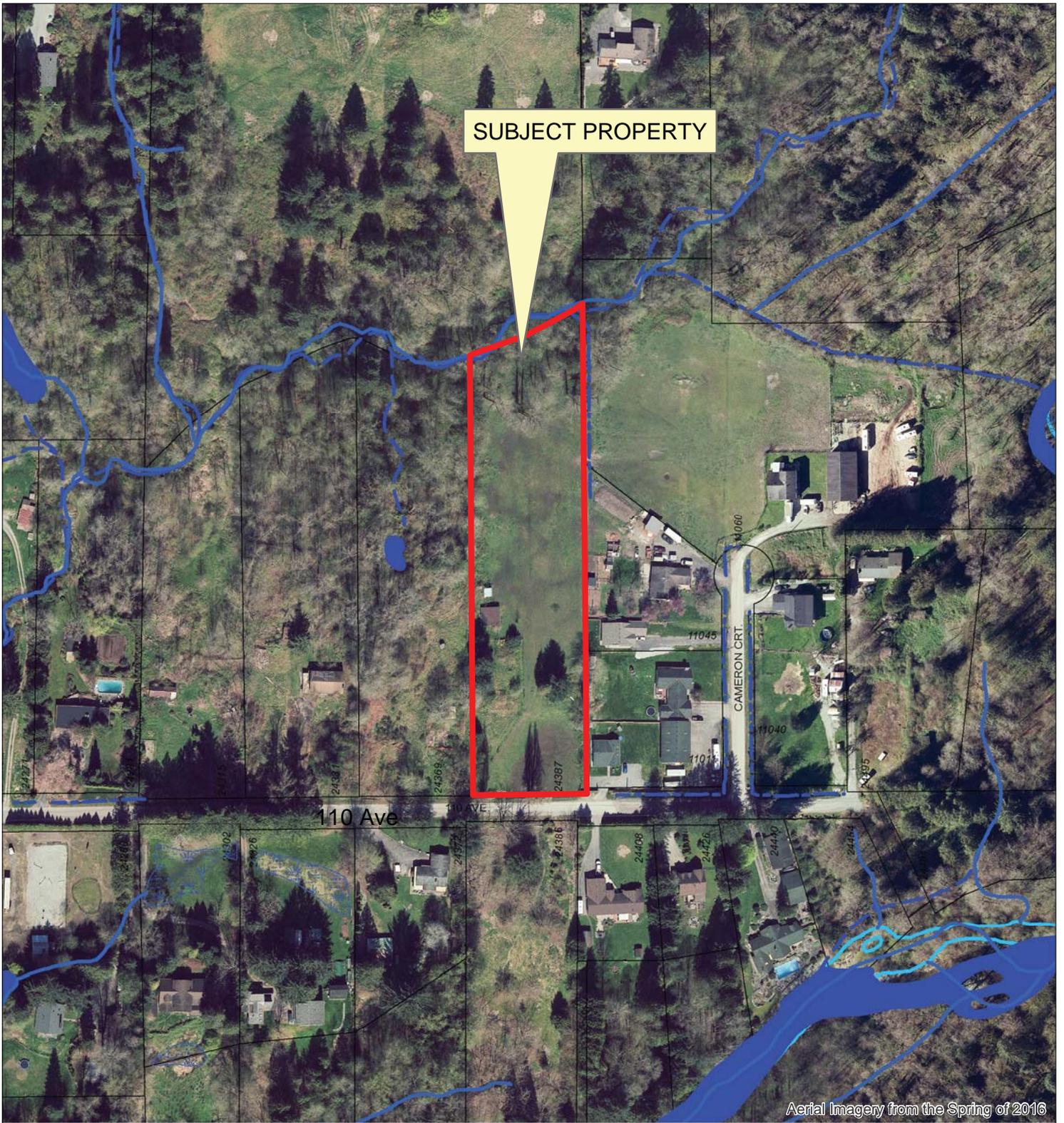


MAPLE RIDGE
British Columbia

mapleridge.ca

FILE: 2018-160
DATE: May 22, 2018

BY: LP



Scale: 1:2,500

Legend

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

24387 110 Avenue

PLANNING DEPARTMENT



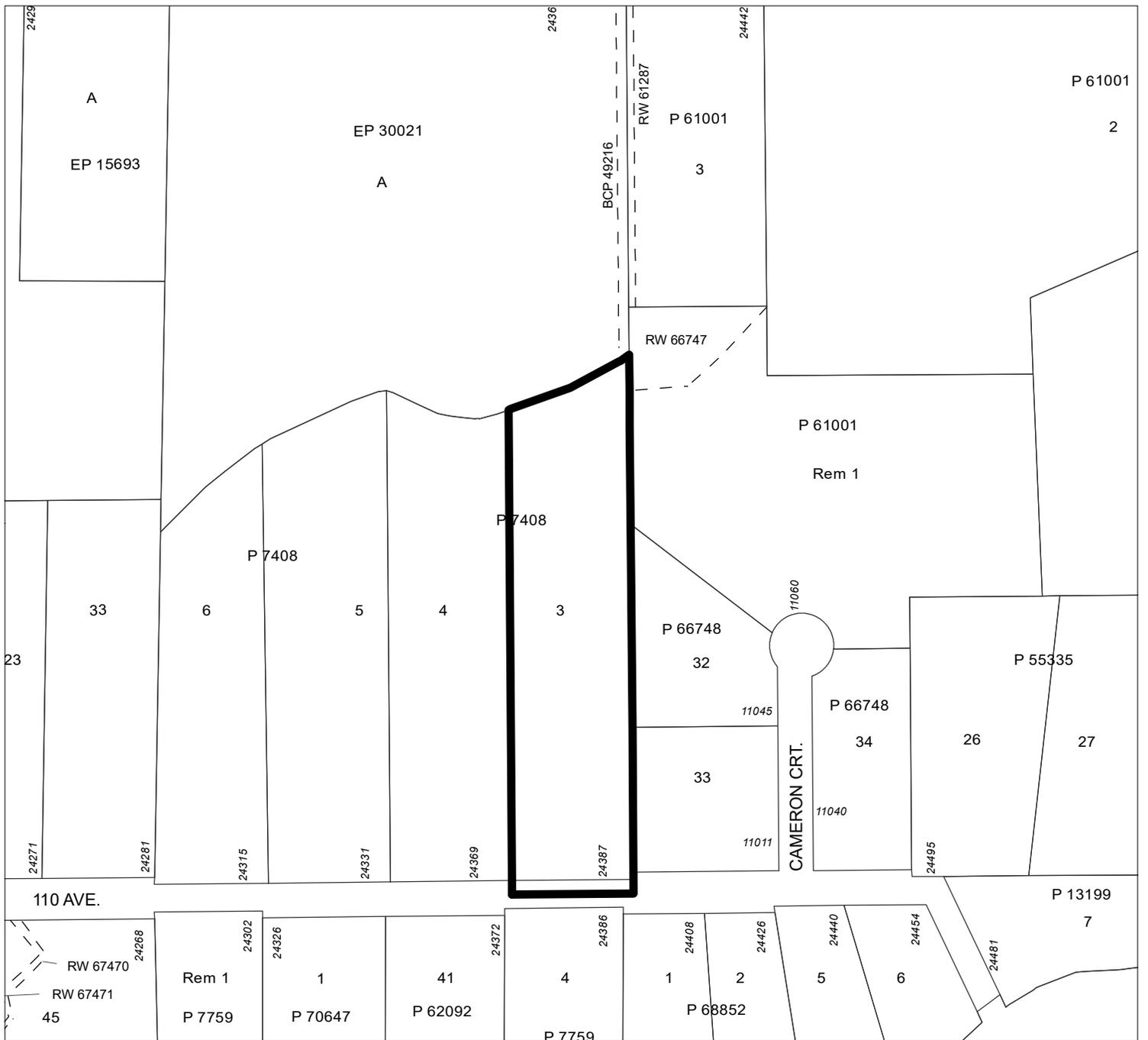
MAPLE RIDGE

British Columbia

mapleridge.ca

2018-160-RZ
DATE: Apr 20, 2018

BY: JV



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7464-2018

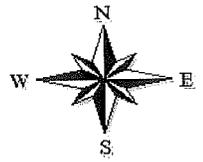
Map No. 1763

From: RS-3 (One Family Rural Residential)

To: RS-1d (One Family Urban (Half Acre) Residential)

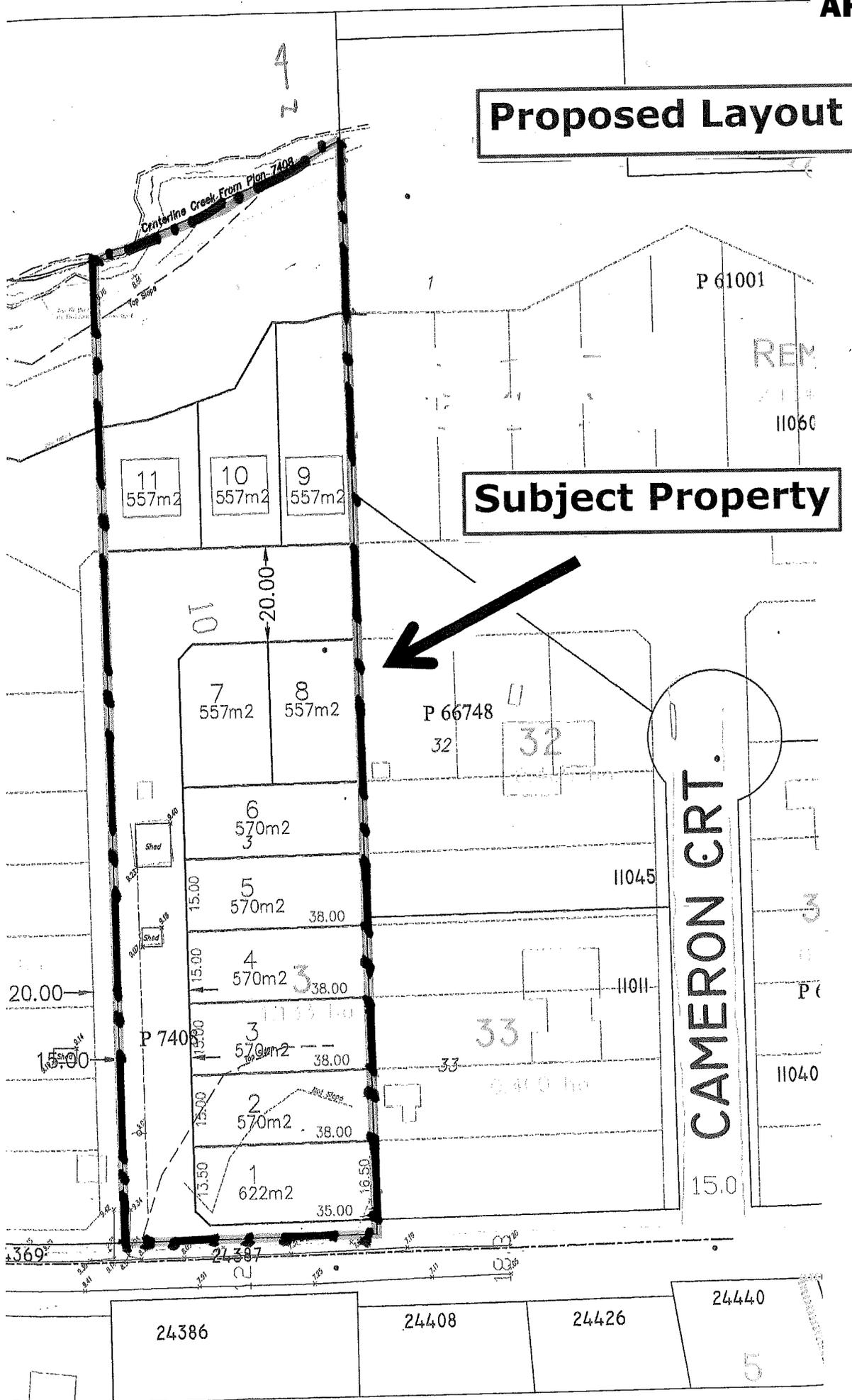


SCALE 1:2,500



Proposed Layout

Subject Property



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **First Reading**
Zone Amending Bylaw No. 7470-2018
23627 132 Avenue

MEETING DATE: June 26, 2018
FILE NO: 2018-190-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 23627-132 Avenue, from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to facilitate a 20 unit townhouse development. To proceed further with this application additional information is required as outlined below. Pursuant to Council resolution, this application is subject to the Community Amenity Contribution Program and a change of \$4,100.00 per unit. This would result in a total CAC value of \$82,000.00.

RECOMMENDATIONS:

That Zone Amending Bylaw No. 7470-2018 be given first reading; and

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

DISCUSSION:

a) Background Context:

Applicant: Don Schmidt

Legal Description: Lot 20, Section 28, Township 12, New Westminster District
Plan 47603

OCP:
Existing: Medium/High Density Residential

Zoning:
Existing: RS-2 (One Family Suburban Residential)
Proposed: RM-1 (Townhouse Residential)

Surrounding Uses:

North:	Use:	Townhouses
	Zone:	RM-1 (Townhouse Residential)
	Designation:	Medium/High Density Residential
South:	Use:	Single Family House
	Zone:	RS-2 (One Family Suburban Residential)

East:	Designation:	Medium/High Density Residential and Conservation
	Use:	Townhouses
	Zone:	RM-1 (Townhouse Residential)
West:	Designation:	Medium/High Density Residential
	Use:	Single Family House
	Zone:	RS-2 (One Family Suburban Residential)
	Designation:	Medium/High Density Residential

Existing Use of Property: Single Family Residential
Proposed Use of Property: Multi-Family Residential
Site Area: 0.405 ha (1.0 acres)
Access: 132nd Avenue
Servicing requirement: Urban Standard

b) Site Characteristics:

The subject property is located at 23627-132nd Avenue (Appendix "A") and is approximately 0.405 ha (1.0 acres) in size with a single family residential house. As a condition of the rezoning the existing single family residential house will need to be removed prior to final reading. To the north is a new development of townhouses that is zoned RM-1 (Townhouse Residential); to the west is a single family house; east is a townhouse development zoned RM-1 (Townhouse Residential); and to the south is rezoning application 2015-373-RZ to rezone the subject property to RM-1 (Townhouse Residential) to facilitate 20 Townhouses.

c) Project Description:

The subject property is located in the Silver Valley Area Plan. The application is proposing a 20 unit townhouse development; with parking in the form of double and tandem garage configurations. The site fronts onto 132nd Avenue and the access is proposed from 132nd Avenue.

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

d) Planning Analysis:

Official Community Plan:

The subject property is located within the River Village Hamlet of the Silver Valley Area Plan which designates the subject property as *Med/High Density Residential*. The *Med/High Density Residential* designation provides for densities in the range of 30 to 50 units per hectare in both a detached and single family form. The proposed rezoning to RM-1 (Townhouse Residential) complies with the *Med/High Density Residential* designation within the Silver Valley Area Plan.

Zoning Bylaw:

The current application proposes to rezone the property located at 23627- 132nd Avenue from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) to permit the development of

approximately 20 Townhouses. The minimum lot size for the proposed RM-1 (Townhouse Residential) zone is 557m². 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.

Pursuant to Section 8.12 of the OCP, a Wildfire Development Permit application is required for all development and subdivision activity identified in wildfire risk areas. The purpose of the Wildfire Development Permit is for the protection of life and property in designated areas that could be at risk for wildland fire; and where this risk may be reasonably abated through implementation of appropriate precautionary measures. The subject property is located within the Wildfire Development Permit Area, identified on Map 1 in Section 8.12 of the Official Community Plan. Prior to second reading a Registered Professional Forester's Report will be required to determine wildfire mitigation requirements.

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; and
- f) 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 B or Schedule C);
2. A Multi-Family Residential Development Permit Application (Schedule D);
3. A Development Variance Permit (Schedule E); and
4. A Wildfire Development Permit Application (Schedule J).

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

CONCLUSION:

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

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

"Original signed by Wendy Cooper"

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

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

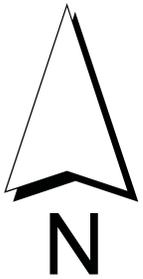
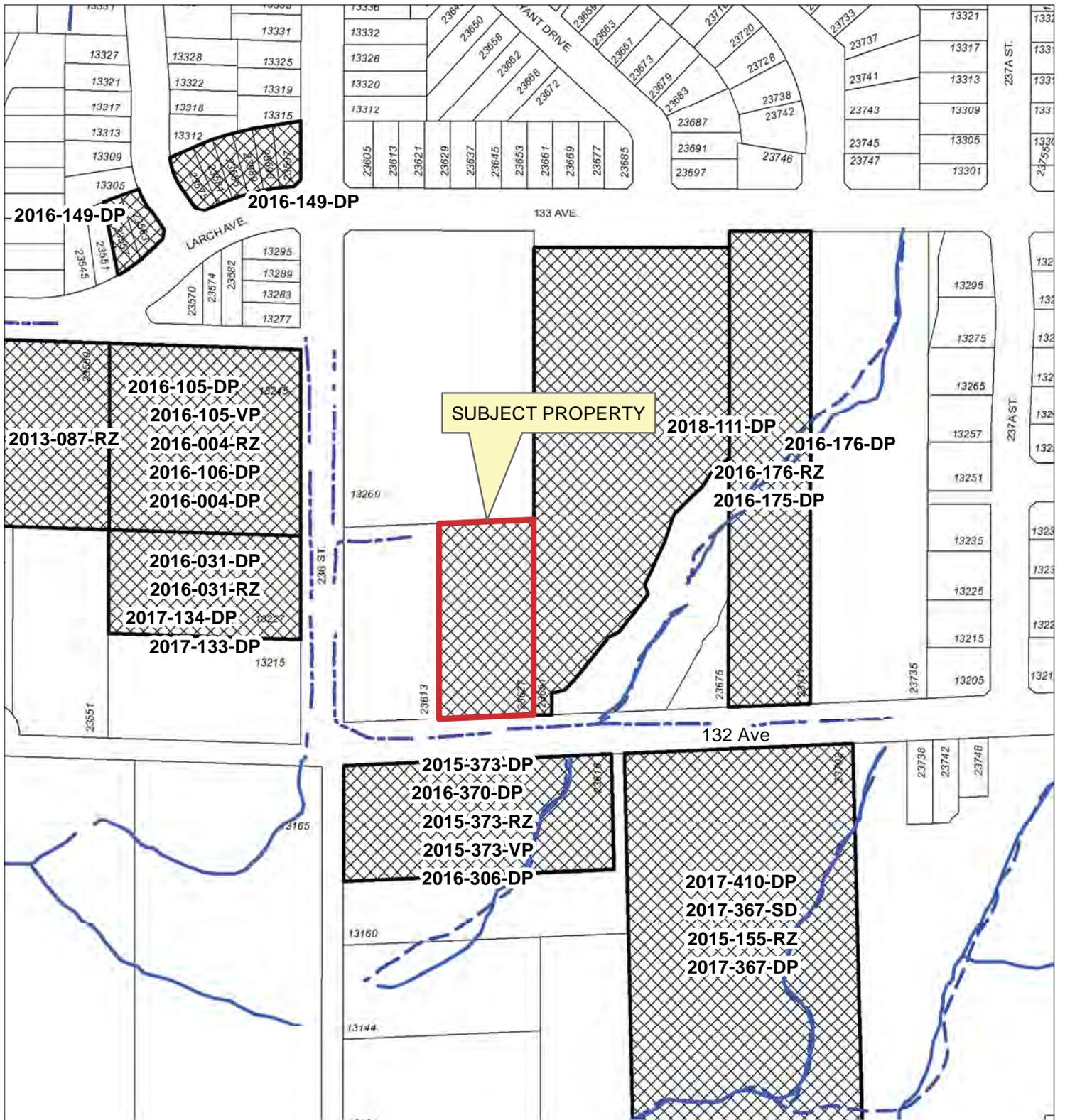
Approved by: Frank Quinn, MBA, P. Eng
GM Public Works & Development Services

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No.7470-2018
- Appendix D – Proposed Site Plan



Scale: 1:2,500

Legend

-  Stream
-  Ditch Centreline
-  Indefinite Creek

23627 132 AVENUE

PLANNING DEPARTMENT



MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-190-RZ
DATE: Jun 13, 2018

BY: LP



Scale: 1:2,500

Legend

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

23627 132 Avenue

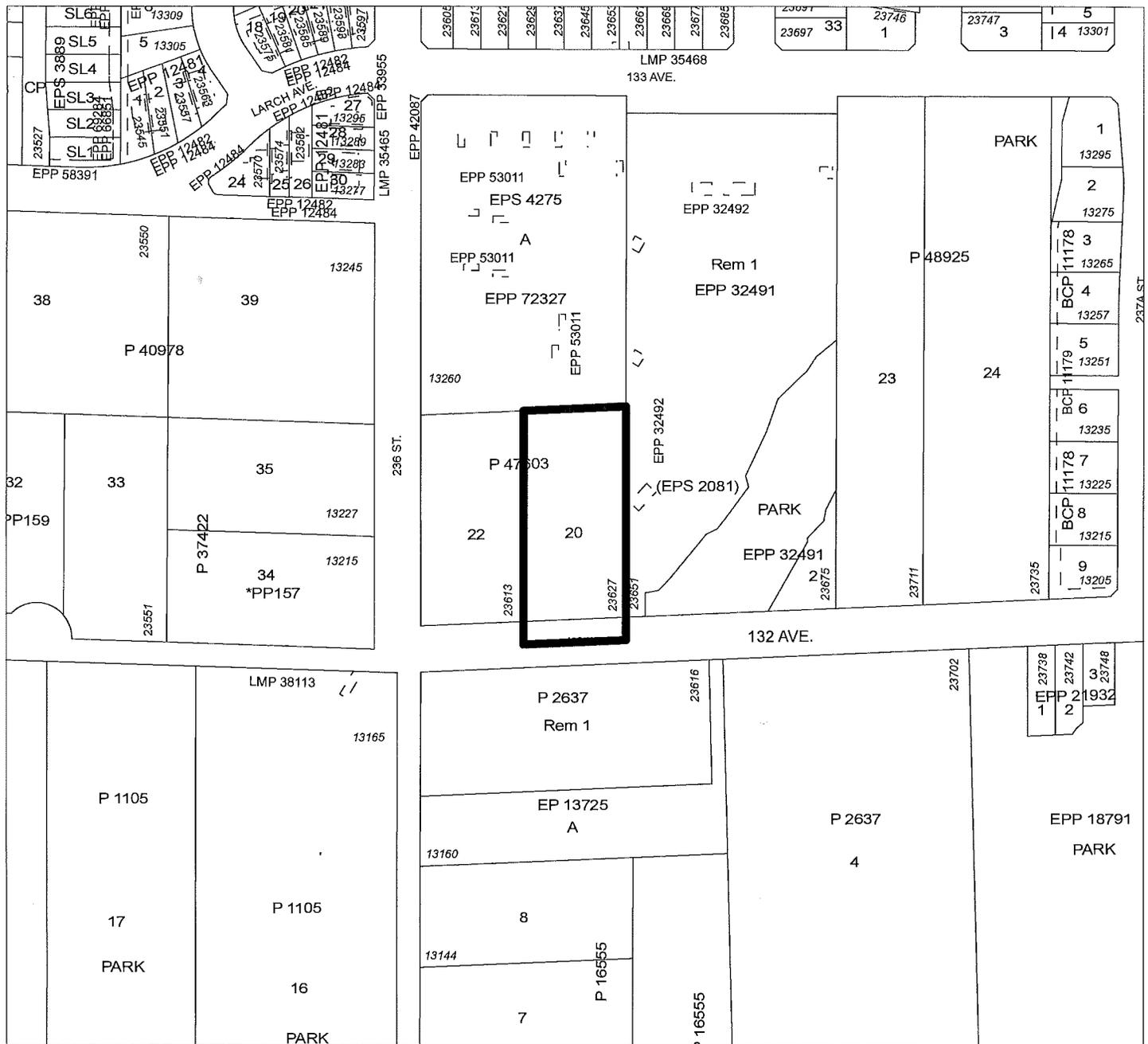
PLANNING DEPARTMENT



mapleridge.ca

2018-190-RZ
DATE: May 11, 2018

BY: JV



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7470-2018

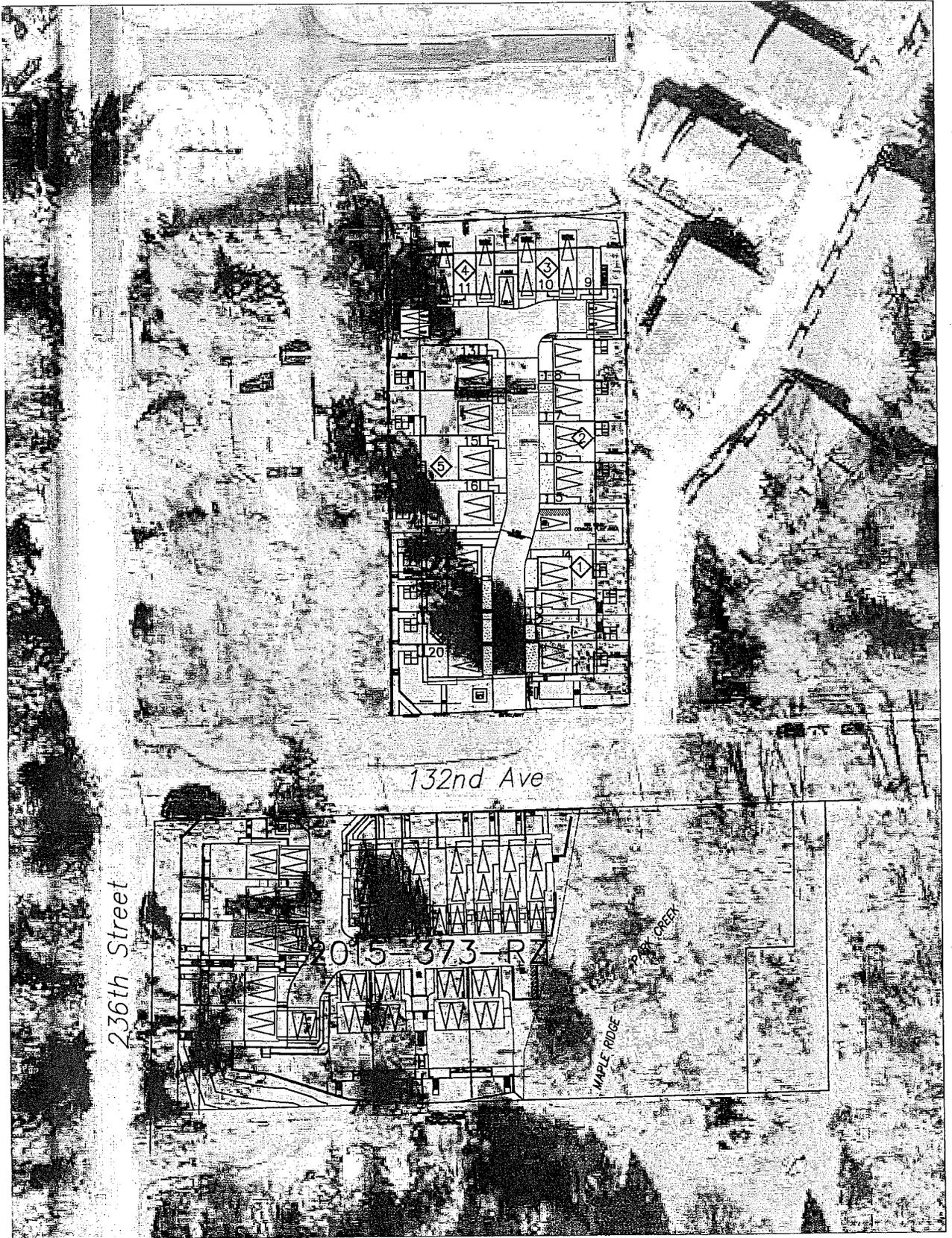
Map No. 1765

From: RS-2 (One Family Suburban Residential)

To: RM-1 (Townhouse Residential)



SCALE 1:2,500



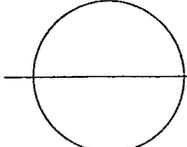
236th Street

132nd Ave

2015-373-RZ

MAPLE RIDGE

2015-373-RZ



SITE CONTEXT MAP

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **First and Second Reading**
Official Community Plan Amending Bylaw No. 7469-2018
Second Reading
Zone Amending Bylaw No. 7195-2015
23616 132 Avenue

MEETING DATE: June 26, 2018
FILE NO: 2015-373-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 23616 132 Avenue from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) for a 16 unit townhouse project and to R-1 (Residential District) for one lot to accommodate an existing single residential dwelling being retained. Council granted first reading to Zone Amending Bylaw No. 7195-2015 and considered the early consultation requirements for the Official Community Plan (OCP) amendment on January 13, 2016. The minimum R-1 lot size is 371 m².

The proposed RM-1 (Townhouse Residential) and R-1 (Residential District) zoning complies with the policies of the Official Community Plan (OCP). However, an amendment to the OCP is required to adjust the area designated *Conservation* around the watercourse / steep slope area to amend the *Conservation* boundary for ground-truthing.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of \$4,100.00 per townhouse dwelling unit (16 units) and \$5,100.00 per single family lot (1 lot), for a total amount of \$70,700.

RECOMMENDATIONS:

- 1) That, in accordance with Section 475 of the Local Government Act, opportunity for early and on-going consultation has been provided by way of posting Official Community Plan Amending Bylaw No. 7469-2018 on the municipal website and requiring that the applicant host a Development Information Meeting (DIM), and Council considers it unnecessary to provide any further consultation opportunities, except by way of holding a Public Hearing on the bylaw;
- 2) That Official Community Plan Amending Bylaw No. 7469-2018 be considered in conjunction with the Capital Expenditure Plan and Waste Management Plan;
- 3) That it be confirmed that Official Community Plan Amending Bylaw No. 7469-2018 is consistent with the Capital Expenditure Plan and Waste Management Plan;
- 4) That Official Community Plan Amending Bylaw No. 7469-2018 be given first and second readings and be forwarded to Public Hearing;

- 5) That Zone Amending Bylaw No. 7195-2015 be given second reading, and be forwarded to Public Hearing; and,
- 6) That the following terms and conditions be met prior to final reading:
- i) Registration of a Rezoning Servicing Agreement as a Restrictive Covenant and receipt of the deposit of a security, as outlined in the Agreement;
 - ii) Amendment to Official Community Plan Schedule "B" and "C";
 - iii) Road dedication on 236 Street and a corner truncation as required;
 - iv) Park dedication as required, including construction of pedestrian trails;
 - v) Registration of a Restrictive Covenant for the Geotechnical Report, which addresses the suitability of the subject property for the proposed development;
 - vi) Registration of a Restrictive Covenant for stormwater management, including maintenance guidelines;
 - vii) Registration of a Restrictive Covenant for protecting the Visitor Parking;
 - viii) Removal of existing building/s;
 - ix) 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
 - x) That a voluntary contribution, in the amount of \$70,700 [\$4,100.00 per townhouse dwelling unit (16 units) and \$5,100.00 per single family lot (1 lot)] to be provided in keeping with the Council Policy with regard to Community Amenity Contributions.

DISCUSSION:

1) Background Context:

Applicant:	Don Schmidt
Legal Description:	Lot 1 Except: Parcel "A" (Explanatory Plan 13725), South East Quarter Section 28 Township 12 NWD Plan 2637
OCP:	
Existing:	Med/High Density Residential, Conservation
Proposed:	Med/High Density Residential, Low Density Urban and Conservation (new boundaries)
Zoning:	
Existing:	RS-2 (One Family Suburban Residential)
Proposed:	RM-1 (Townhouse Residential) and R-1 (Residential District)
Surrounding Uses:	
North: Use:	Single Family Residential

	Zone:	RS-2 (One Family Suburban Residential), RM-1 (Townhouse Residential)
	Designation:	Med/High Density Residential, Conservation
South:	Use:	Single Family Residential
	Zone:	RS-2 (One Family Suburban Residential)
	Designation:	Med/High Density Residential, Conservation
East:	Use:	Single Family Residential
	Zone:	RS-2 (One Family Suburban Residential)
	Designation:	Low Density Urban, Med/High Residential, Conservation, Open Space
West:	Use:	Upper Maple Ridge Park
	Zone:	P-1 (Park and School)
	Designation:	Park

Existing Use of Property:	Single Family Residential
Proposed Use of Property:	Multi Family Residential, Single Family Residential and Conservation
Site Area:	0.68 ha (1.68 acres)
Access:	132 Avenue
Servicing requirement:	Urban Standard
Accompanying applications:	

2) Background:

The subject property, located at 23616 132 Avenue (see Appendices A and B), is approximately 0.68 ha (1.68 acres) in size and is bound by single family residential lots to the east and south, Upper Maple Ridge Park and 236 Street to the west and both single family and multi-family to the north. The north eastern portion of the subject property is higher in elevation and slopes down towards the southwest. There is an existing single family dwelling located on the property that will be removed as a condition of final reading. There is also an existing equestrian trail located on the south side of 132 Avenue in the road right-of-way.

A tributary of Maple Ridge Park Creek is located in the northeast corner and flows south across the middle of the subject property. The creek will be dedicated as Conservation as a condition of final reading. There are several trees throughout the property, with the majority being located around the watercourse and the southwest property boundary.

3) Project Description:

The applicant is proposing a townhouse development consisting of 16 units on the west side of Maple Ridge Park Creek and one single family residential lot on the east side of Maple Ridge Park Creek. Each townhouse unit has three (3) bedrooms. Access to both the proposed townhouse site and the single family lot will be off 132 Avenue.

Due to the location of Maple Ridge Park Creek, the applicant is proposing a panhandle lot for the single family lot on the eastern portion of the development. The panhandle would be required to reduce the disruption of the sensitive riparian area around the creek, and would allow the development to be set further back on the property. Council Policy 6.02 indicates that panhandle lots are permitted “when the lot would allow a subdivision to overcome a clearly established topographic difficulty”. In this instance, Maple Ridge Park Creek bisects the property; therefore, a panhandle lot can be supported. There are no other alternative

opportunities to access the single family lot and there will be no privacy concerns as a result of the creation of the panhandle lot, as per Council Policy 6.02.

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

4) **Planning Analysis:**

i) **Official Community Plan:**

The development site is within the Silver Valley Area Plan and is currently designated Med/High Density Residential and Conservation and is located in the River Village hamlet boundary. The Med/High Density Residential designation provides for densities in the range of 30 to 50 units per hectare in both a detached and single family form. The proposed rezoning to RM-1 (Townhouse Residential) and R-1 (Residential District) complies with the Med/High Density Residential designation within the Silver Valley Area Plan. The balance of the property is designated Conservation in the Area Plan. As a result of ground truthing, an amendment to the Conservation boundary is required. The single residential property would be designed Low Density Urban.

ii) **Zoning Bylaw:**

The current application proposes to rezone the subject property from RS-2 (One Family Suburban Residential) to RM-1 (Townhouse Residential) and R-1 (Residential District) to permit the future development of 16 townhouse units and one single family residential lot. The minimum lot size for the proposed RM-1 (Townhouse Residential) zone is 557m² (5,991 ft²) and for the R-1 (Residential District) zone is 371 m² (3,995 ft²).

iii) **Off-Street Parking And Loading Bylaw:**

The residential parking provided exceeds the minimum parking requirement. A total of 55 residential and three (3) visitor parking spaces, one (1) of which is designed as a disabled parking space. A total of four (4) visitor parking spaces are required, however, the ample residential parking justifies a reduction by one space.

A total of nine (9) townhouses contain 2 side-by-side garage parking spaces. Eight (8) of these townhouses each have two (2) apron parking spaces. The remaining seven (7) townhouse units each have two (2) tandem garage parking spaces with one (1) apron parking space. Each of these units utilize the slope along 132 Avenue to allow a portion of the roof of the forward portion of the sunken tandem garage to be a front porch element for the front yards of each of these 132 Avenue facing townhouses.

iv) **Proposed Variances:**

A Development Variance Permit application has been received for this project and involves the following relaxations (see Appendix D):

The Maple Ridge Zoning Bylaw No. 3510 1985, Section 602 RM-1 Townhouse Residential District, sub-section 6 Siting clause a) is to be varied as follows:

- For the front lot line setback (236 Street), the 7.5 metre requirement for Buildings 1 and 2 is reduced to 5.5 metres to the face of the building.
- For the front lot line setback (236 Street), the 7.5 metre requirement for Building 1 and 2 is reduced to 4.0 metres to the deck edges and structural posts.
- For the exterior lot line setback (132 Avenue), the 7.5 metre requirement for Building 1 is reduced to 4.5 metres to the building face and to 3.0 metres to balcony edges and structural posts.
- For the exterior lot line setback (132 Avenue), the 7.5 metre requirement for Buildings 5 and 6 is reduced to 5.5 metres for the lowest level of the building and to 4.5 metres to porch roof edges and structural posts.
- For the interior lot line setback, the 6.0 metre requirement for Buildings 3 and 4 is reduced to 4.5 metres to the balcony edges and structural posts.

The above requested variances will be the subject of a future Council report.

v) **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.

Pursuant to Section 8.9 and 8.10 of the OCP, a combined Watercourse Protection and Natural Features Development Permit application is required for all developments and building permits within 50 metres of the top of bank of all watercourses and wetlands. The purpose of the Watercourse Protection Development Permit is to ensure the preservation, protection, restoration and enhancement of watercourse and riparian areas.

Pursuant to Section 8.12 of the OCP, a Wildfire Protection Development Permit application is required to ensure protection of life and property in designated areas that could be at risk for wildland fire.

vi) **Advisory Design Panel:**

The Advisory Design Panel (ADP) reviewed the form and character of the proposed development and the landscaping plans at a meeting held on May 16, 2018. (see Appendix E and F)

Following presentations by the project Architect and Landscape Architect, the ADP made the following resolution that:

Landscape Comments:

1. Utilize different surfacing material for the parking spaces in front of Unit 5;
2. Consider additional CPTED measures given the reduced visibility into the Amenity space;
3. Consider accommodating terraced seating in the amenity space, preferably combined with the ramp;
4. Move the planting strip to the East side of the ramp adjacent to Unit 6.

5. Consider different style or material type of picket fence to reflect the modern style of the building.

Architectural Comments:

1. Consider increasing the width of bathroom windows;
2. Consideration for Hardie reveals with window frames;
3. Consider framing transitions at material changes to articulate the massing;
4. Provide details for mailbox kiosk;
5. Provide building, landscape, and amenity lighting plans;
6. Confirm with the Fire Department that emergency vehicles can turnaround requirements are satisfied;
7. Indicate location of Fire Department directional signage.

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

vii) **Development Information Meeting:**

A Development Information Meeting was held at Yennadon School on June 6, 2018. One person, a resident of Pitt Meadows, attended the meeting. There were no matters raised.

5) **Interdepartmental Implications:**

i) **Engineering Department:**

Road widening and corner truncation is required. Other requirements would be satisfied through a Rezoning Serving Agreement.

ii) **Parks & Leisure Services Department:**

The lands to become a conservation area will be dedicated as parkland. A pedestrian trail in accordance with Parks, Recreation and Culture Department standards is required.

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

The building and lot elevation for the single residential lot will need to consider the sewer elevation to service the lot. Subject to in-depth assessment, a sanitary sewerage pump system may be acceptable.

iv) **Fire Department:**

All applicable requirements will be assessed for compliance as part of the building permit process.

6) **School District No. 42 Comments:**

Pursuant to Section 476 of the *Local Government Act*, consultation with School District No. 42 is required at the time of preparing or amending the OCP. A referral was sent to School District No. 42 and there were no comments in response

7) **Intergovernmental Issues:**

i) **Local Government Act:**

An amendment to the OCP requires the local government to consult with any affected parties and to adopt related bylaws in compliance with the procedures outlined in Section

477 of the *Local Government Act*. The amendment required for this application is considered to be minor in nature. It has been determined that no additional consultation beyond existing procedures is required, including referrals to the Board of the Regional District, the Council of an adjacent municipality, First Nations, the School District or agencies of the Federal and Provincial Governments.

The amendment has been reviewed with the Financial Plan/Capital Plan and the Waste Management Plan of the Greater Vancouver Regional District and determined to have no impact.

CONCLUSION:

It is recommended that first and second reading be given to OCP Amending Bylaw No. 7469-2018, that second reading be given to Zone Amending Bylaw No. 7195-2015, and that application 2015-373-RZ be forwarded to Public Hearing.

“Original signed by Adrian Kopystynski”

Prepared by: Adrian Kopystynski, MCIP, RPP, MCAHP
Planner

“Original signed by Christine Carter”

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

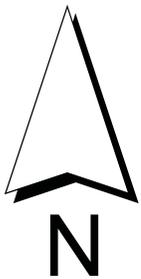
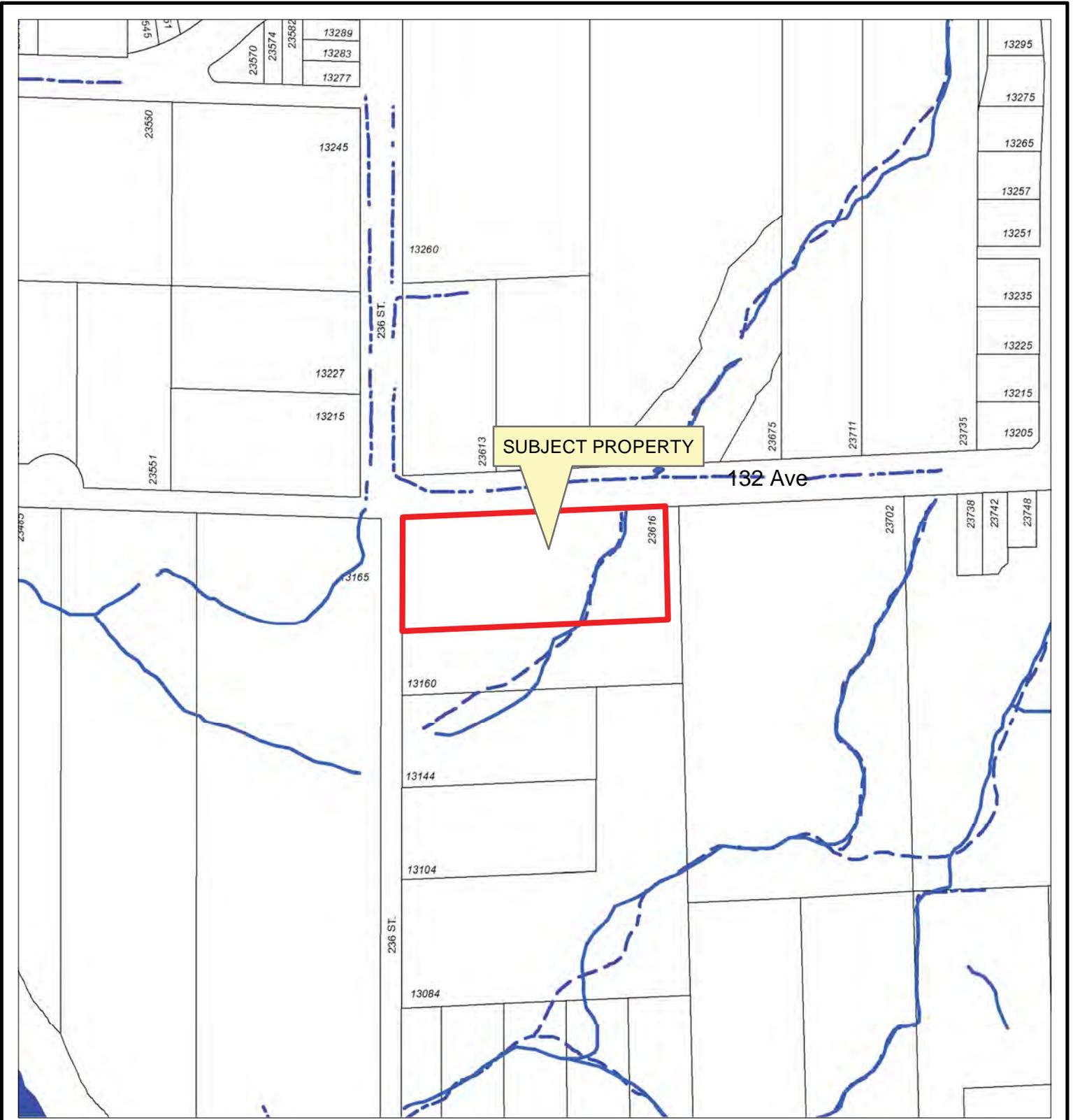
“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:
Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – OCP Amending Bylaw No. 7469-2018
Appendix D – Zone Amending Bylaw No. 7195-2015
Appendix E – Site Plan and Subdivision Plan
Appendix F – Building Elevation Plans
Appendix G – Landscape Plan



Scale: 1:2,500

Legend

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

23616 132 Avenue
2011 Image

PLANNING DEPARTMENT



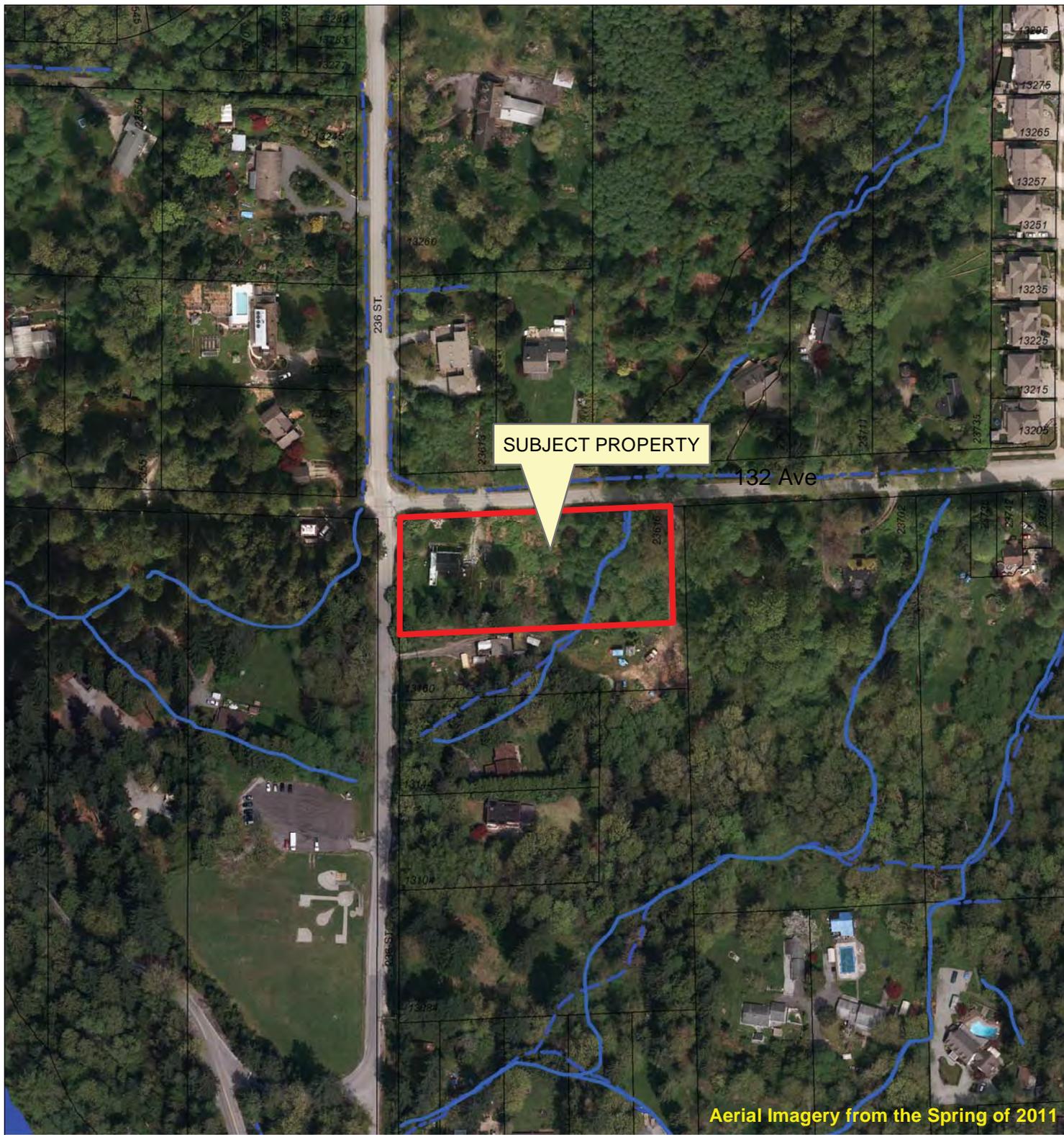
MAPLE RIDGE

British Columbia

mapleridge.ca

2015-373-RZ
DATE: Dec 2, 2015

BY: JV



Aerial Imagery from the Spring of 2011



Scale: 1:2,500

Legend

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

23616 132 Avenue
2011 Image

PLANNING DEPARTMENT



mapleridge.ca

2015-373-RZ
DATE: Dec 2, 2015

BY: JV

CITY OF MAPLE RIDGE BYLAW NO. 7469-2018

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

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

AND WHEREAS it is deemed expedient to amend Schedules A 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. No 7469-2018.
2. Schedule "A", Chapter 10.3, Part VI, A – Silver Valley, Figure 2 - Land Use Plan, is hereby amended for the parcel or tract of land and premises known and described as::

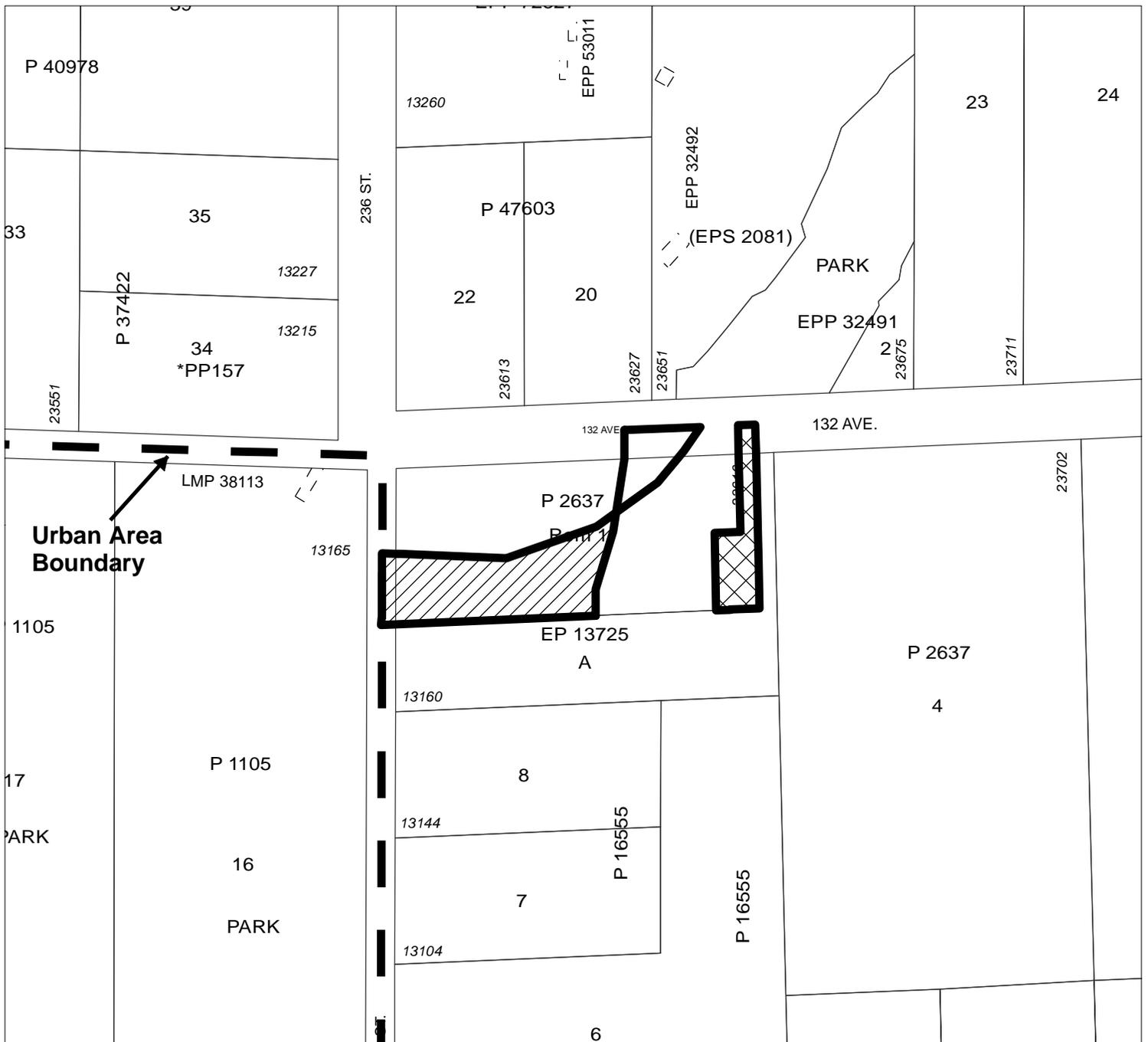
Lot 1 Except: Parcel "A" (Explanatory Plan 13725), South East Quarter Section 28 Township 12 New Westminster District Plan 2637

and outlined in heavy black line on Map No. 976, a copy of which is attached hereto and forms part of this Bylaw, is hereby designated/amended as shown.

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

Lot 1 Except: Parcel "A" (Explanatory Plan 13725), South East Quarter Section 28 Township 12 New Westminster District Plan 2637

and outlined in heavy black line on Map No. 977, a copy of which is attached hereto and forms part of this Bylaw, is hereby amended by adding/removing Conservation.



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7469-2018

Map No. 976

Purpose: To Amend Figure 2 and Figure 3C of the Silver Valley Area Plan

From: Medium/High Density Residential and Conservation

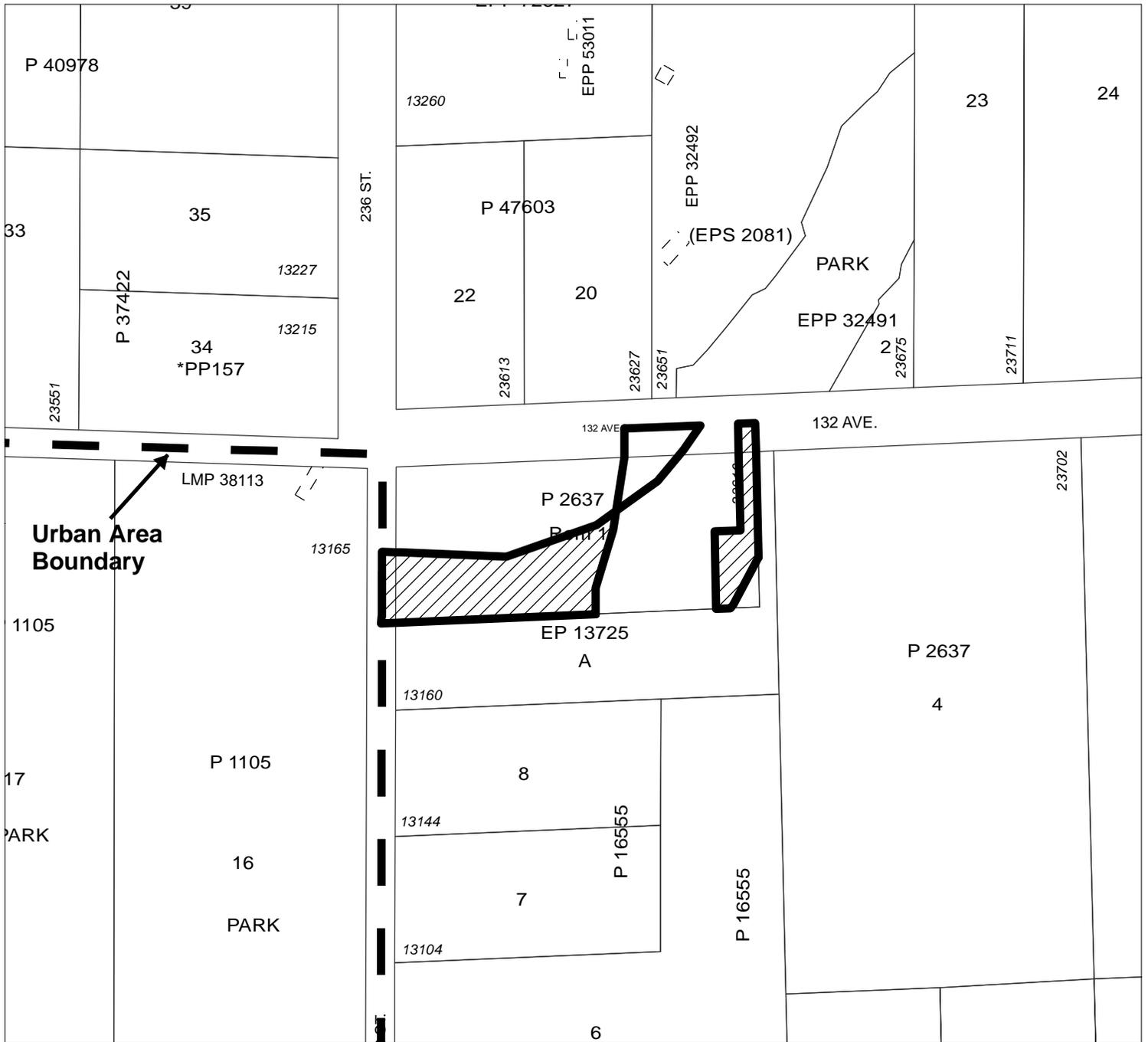
To:  Conservation  Low Density Urban
 Medium/High Density Residential



 Urban Area Boundary



SCALE 1:2,000



MAPLE RIDGE OFFICIAL COMMUNITY PLAN AMENDING

Bylaw No. 7469-2018

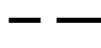
Map No. 977

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

 To Add To Conservation

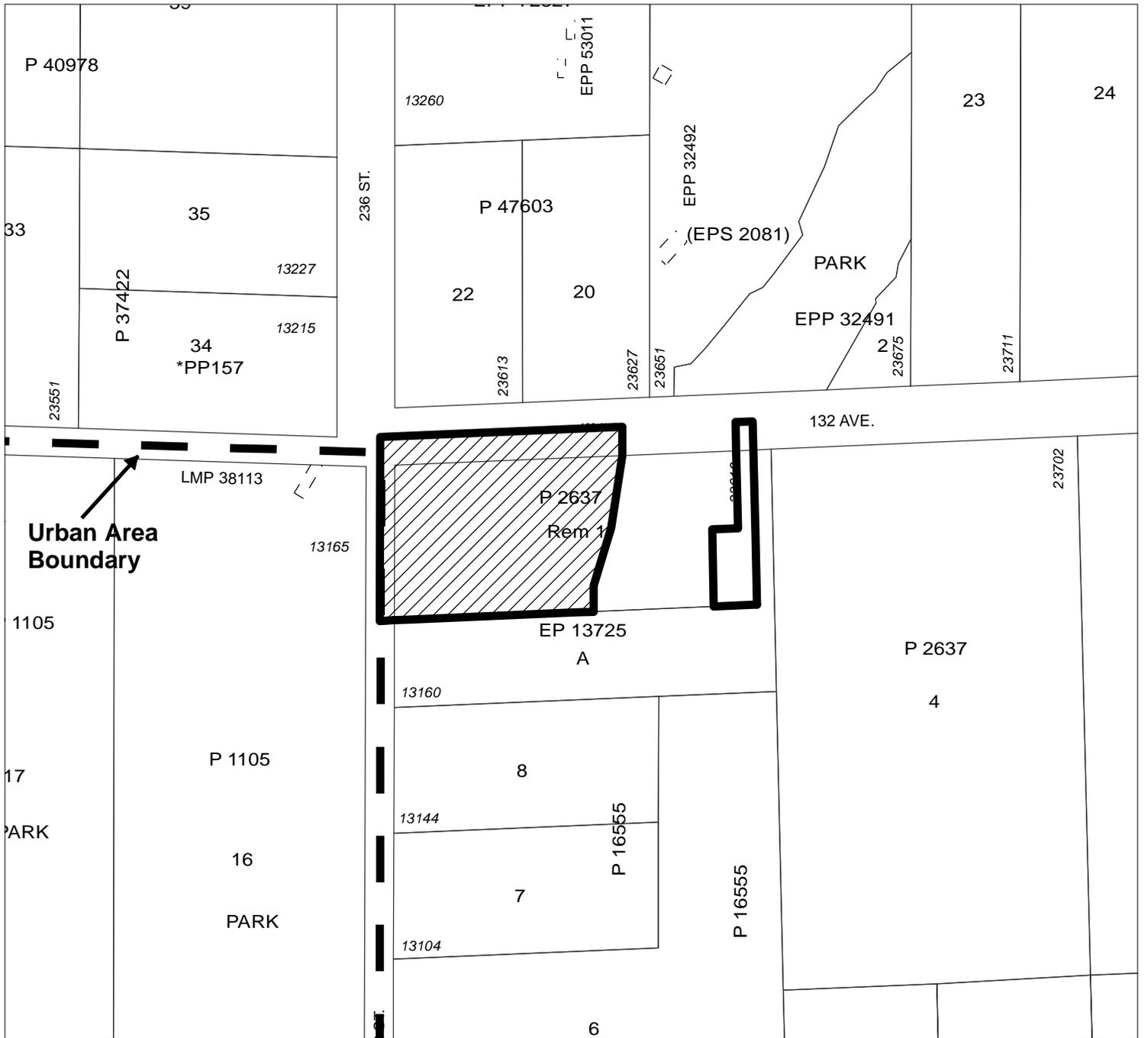
 To Remove From Conservation



 Urban Area Boundary



SCALE 1:2,000



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7195-2015
 Map No. 1652
 From: RS-2 (One Family Suburban Residential)

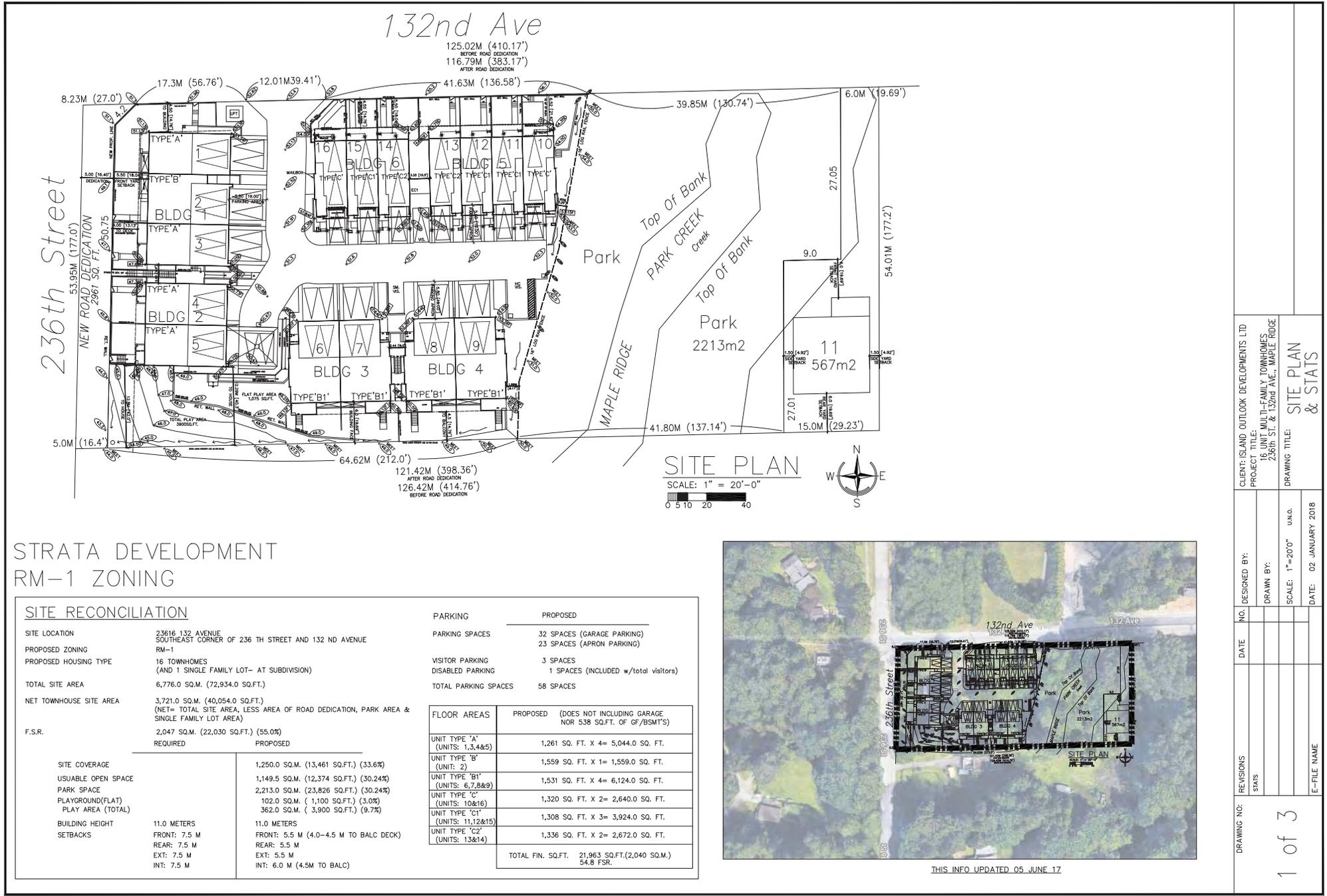
To:  R-1 (Residential District)
 RM-1 (Townhouse Residential)



 Urban Area Boundary



SCALE 1:2,000



STRATA DEVELOPMENT RM-1 ZONING

SITE RECONCILIATION

SITE LOCATION	23616 132 AVENUE SOUTHEAST CORNER OF 236 TH STREET AND 132 ND AVENUE	
PROPOSED ZONING	RM-1	
PROPOSED HOUSING TYPE	16 TOWNHOMES (AND 1 SINGLE FAMILY LOT- AT SUBDIVISION)	
TOTAL SITE AREA	6,776.0 SQ.M. (72,934.0 SQ.FT.)	
NET TOWNHOUSE SITE AREA	3,721.0 SQ.M. (40,054.0 SQ.FT.) (NET= TOTAL SITE AREA, LESS AREA OF ROAD DEDICATION, PARK AREA & SINGLE FAMILY LOT AREA)	
F.S.R.	REQUIRED	PROPOSED
	2,047 SQ.M. (22,030 SQ.FT.) (55.0%)	
SITE COVERAGE	1,250.0 SQ.M. (13,461 SQ.FT.) (33.6%)	
USABLE OPEN SPACE	1,149.5 SQ.M. (12,374 SQ.FT.) (30.24%)	
PARK SPACE	2,213.0 SQ.M. (23,826 SQ.FT.) (30.24%)	
PLAYGROUND(FLAT)	102.0 SQ.M. (1,100 SQ.FT.) (3.0%)	
PLAY AREA (TOTAL)	362.0 SQ.M. (3,900 SQ.FT.) (9.7%)	
BUILDING HEIGHT	11.0 METERS	
SETBACKS	FRONT: 7.5 M REAR: 7.5 M EXT: 7.5 M INT: 7.5 M	11.0 METERS FRONT: 5.5 M (4.0-4.5 M TO BALC DECK) REAR: 5.5 M EXT: 5.5 M INT: 6.0 M (4.5M TO BALC)

PARKING	PROPOSED
PARKING SPACES	32 SPACES (GARAGE PARKING) 23 SPACES (APRON PARKING)
VISITOR PARKING	3 SPACES
DISABLED PARKING	1 SPACES (INCLUDED w/total visitors)
TOTAL PARKING SPACES	58 SPACES

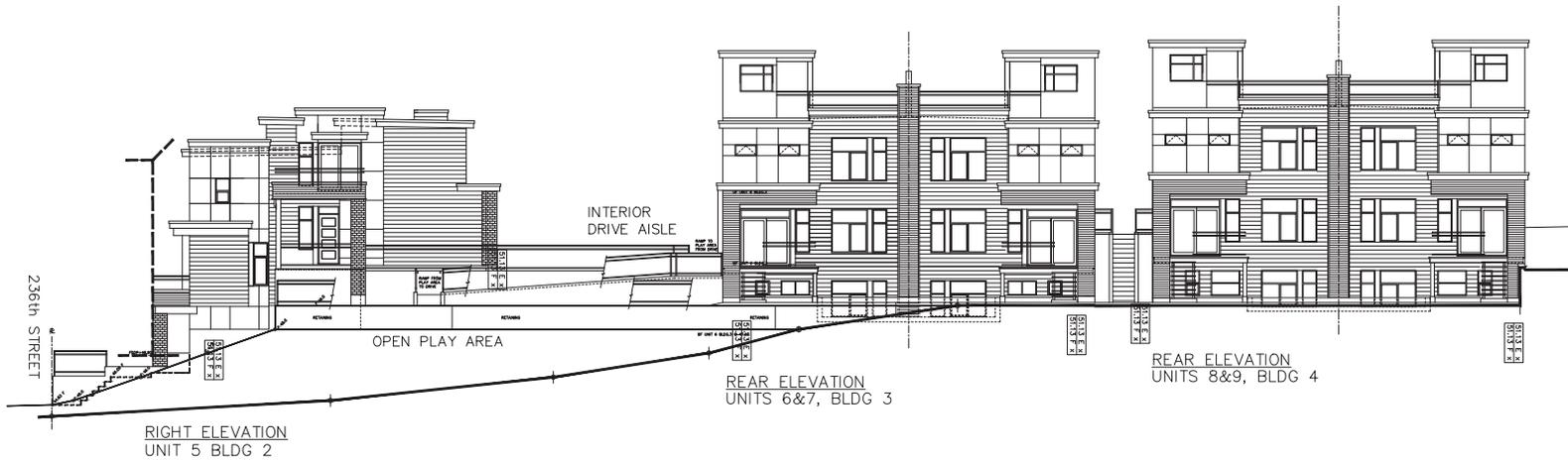
FLOOR AREAS	PROPOSED	(DOES NOT INCLUDING GARAGE NOR 538 SQ.FT. OF GF/B5MT'S)
UNIT TYPE 'A' (UNITS: 1,3,4&5)	1,261 SQ. FT. X 4=	5,044.0 SQ. FT.
UNIT TYPE 'B' (UNIT: 2)	1,559 SQ. FT. X 1=	1,559.0 SQ. FT.
UNIT TYPE 'B1' (UNITS: 6,7,8&9)	1,531 SQ. FT. X 4=	6,124.0 SQ. FT.
UNIT TYPE 'C' (UNITS: 10&16)	1,320 SQ. FT. X 2=	2,640.0 SQ. FT.
UNIT TYPE 'C1' (UNITS: 11,12&15)	1,308 SQ. FT. X 3=	3,924.0 SQ. FT.
UNIT TYPE 'C2' (UNITS: 13&14)	1,336 SQ. FT. X 2=	2,672.0 SQ. FT.
TOTAL FIN. SQ.FT.	21,963 SQ.FT.(2,040 SQ.M.)	54.8 FSR.



THIS INFO UPDATED 05. JUNE 17

DRAWING NO:	DESIGNED BY:	CLIENT: ISLAND OUTLOOK DEVELOPMENTS LTD
	DATE:	PROJECT TITLE: 16 UNIT MULTI-FAMILY TOWNHOMES 236th ST. & 132nd AVE., MAPLE RIDGE
REVISIONS	DRAWN BY:	DRAWING TITLE: SITE PLAN & STATS
STATS	SCALE: 1"=20'0"	U.N.C.
1 of 3	DATE: 02 JANUARY 2018	E-FILE NAME

APPENDIX F



DRAWING NO:

REVISIONS
PLOTTED

DATE

NO. DESIGNED BY:

CLIENT:

PROJECT TITLE:

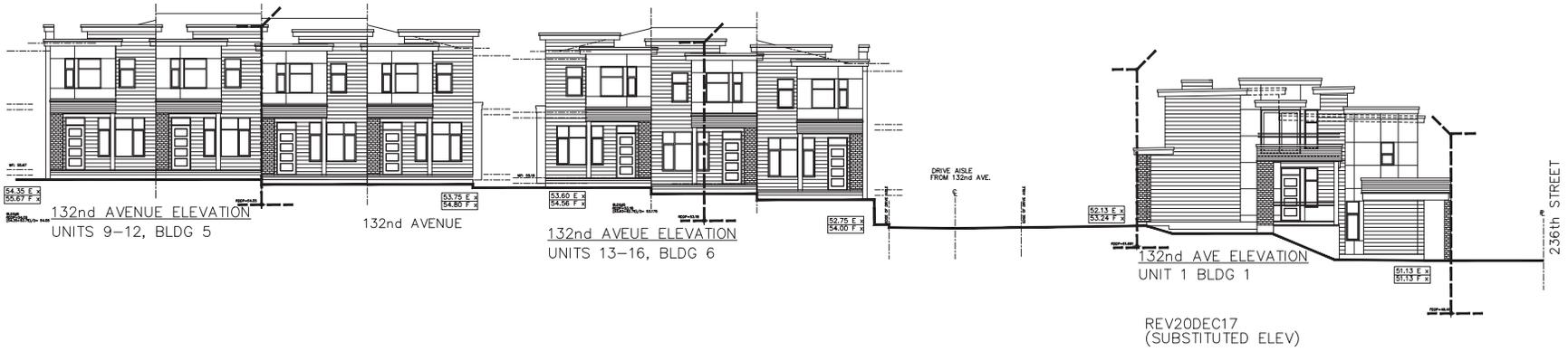
1 of 3

E-FILE NAME

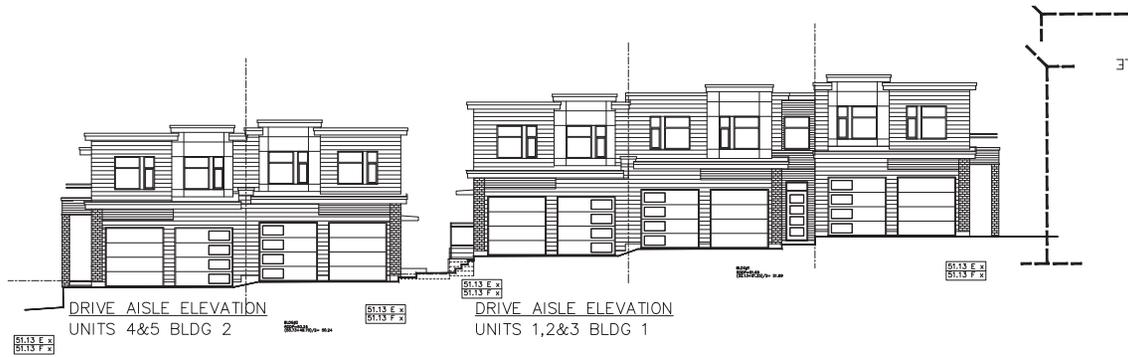
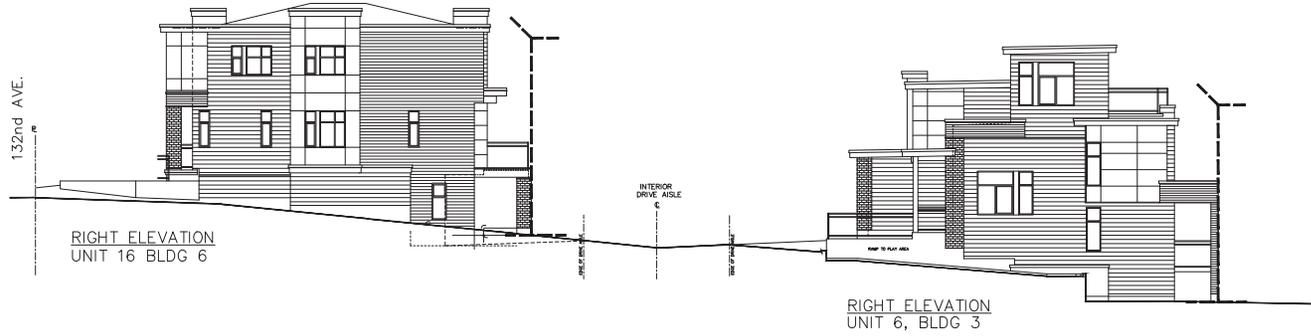
SCALE: 1/8"=1'-0" UNCL.
DATE: 17 AUGUST 2017

DRAWING TITLE:

ELEVATIONS



DRAWING NO:	REVISIONS		CLIENT:	PROJECT TITLE:
	NO.	DESIGNED BY:	PROJECT TITLE:	
DATE:	PLOTTED:	DRAWN BY:	DRAWING TITLE:	ELEVATIONS
			SCALE: 1/8"=1'-0" U.S.C.	
			DATE: 17 AUGUST 2017	
			E-FILE NAME	



DRAWING NO:		CLIENT:		PROJECT TITLE:	
NO.		DESIGNED BY:		DRAWING TITLE:	
DATE		DRAWN BY:		SCALE: 1/8"=1'-0" UNCL.	
REVISIONS PLOTTED		DATE		DATE: 17 AUGUST 2017	
E-FILE NAME		E-FILE NAME		E-FILE NAME	
3 of 3		ELEVATIONS			





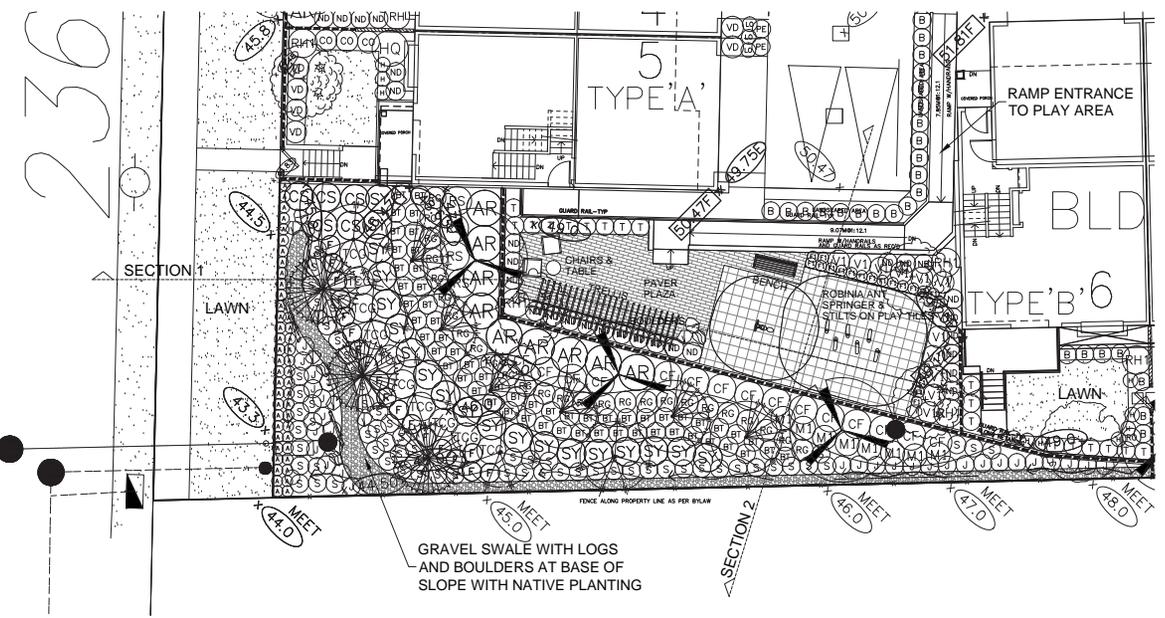
SEAL:

PLANT SCHEDULE		PMG PROJECT NUMBER: 16-146	
KEY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
TREE	ABIES FRASERI	FRASER FIR	1.75M HT. B&B
	ACER RUBRUM 'BOWHALL'	RED MAPLE	6CM CAL; 2M STD. B&B
	ACER RUBRUM 'OCTOBER GLORY'	OCTOBER GLORY MAPLE	6CM CAL; 1.5M STD. B&B
	CERCIDIPHYLLUM JAPONICUM	KATSURA TREE	6CM CAL; 1.8M STD. B&B
	MAGNOLIA KOBUS 'STELLATA'	STAR MAGNOLIA	5CM CAL
	PICEA OMORICA	SERBIAN SPRUCE	2.5M HT. B+B
	PICEA PLUNGENS	COLORADO SPRUCE	3.5M HT. B+B
	STRAX JAPONICUS	JAPANESE SNOWBELL	5CM CAL; 1.8M STD. B&B
SHRUB	ARBITUS UNEDO COMPACTA	STRAWBERRY TREE	#3 POT; 80CM
	BERBERIS THUNBERGII ROYAL BURLEIGH	ROYAL BURLEIGH BARBERRY	#3 POT; 40CM
	BULUS MICROPHYLLA WINTER GEM	LITTLE LEAF BOX	#2 POT
	CORNUS SERICEA	RED TWIG DOGWOOD	#3 POT; 50CM
	CORNUS SERICEA 'KELSEY'	DWARF KELSEY DOGWOOD	#3 POT; 80CM
	CORNUS SERICEA 'WINTERFIRE'	YELLOW TWIG DOGWOOD	#3 POT; 70CM
	HYDRANGEA QUERCIFOLIA 'SNOWFLAKE'	SNOWFLAKE HYDRANGEA	#3 POT; 80CM
	MAHONIA AQUIFOLIUM	OREGON GRAPE	#2 POT; 50CM
	NANDINA DOMESTICA	HEAVENLY BAMBOO	#3 POT; 50CM
	NANDINA DOMESTICA 'NANA'	HEAVENLY BAMBOO, DWARF	#3 POT; 50CM
	RHOODODENDRON CHRISTMAS CHEER	RHOODODENDRON, SLUSH PINK	#3 POT; 50CM
	RHOODODENDRON 'P.J.M.'	RHOODODENDRON LIGHT PURPLE, E. MAY	#3 POT; 50CM
	RIBES SANGUINEUM	RED FLOWERING CURRANT	#2 POT; 60CM
	ROSA CHINACENSIS	BALDIP ROSE	#3 POT; 40CM
	ROSA MEIDLAND 'BONICA'	MEIDLAND ROSE, PINK	#3 POT; 60CM
	SKIMMIA JAPONICA (10% MALE)	JAPANESE SKIMMIA	#3 POT; 50CM
	SYMPHORICARPOS ALBUS	SNOWBERRY	#2 POT; 30CM
	SYMPHORICARPOS MOLLIS	TRAILING SNOWBERRY	#2 POT; 30CM
	TAXUS MEDIA 'NICHSE'	HICKS YEW	1.2M B&B
	THUJA OCCIDENTALIS 'SMARAGD'	EMERALD GREEN CEDAR	2M HT. B&B
	TEUGA CANADENSIS VIRGULIS	DWARF CANADIAN HEMLOCK	#10 POT
	VACCINIUM CORYMBOSUM BLUECROP	EDIBLE BLUEBERRY	#3 POT; 60CM
	VIBURNUM DAVIDI	DAVID'S VIBURNUM	#2 POT; 30CM
GRASS	JUNCUS EFFUSUS	COMMON RUSH	#1 POT
	PENNISETUM ALOPECUROIDES 'HAMELIN'	DWARF FOUNTAIN GRASS	#1 POT
PERENNIAL	HEMEROCALLIS	DAYLILY	#1 POT; 1-2 FAN
GE	ARCTOSTAPHYLOS UVA-URSI	KINKNICK	#1 POT; 20CM
	FRAGARIA x ANANASSA	GARDEN STRAWBERRY	90M POT
	GALLIERIA SHALLOW	SALAL	#1 POT; 20CM
	LONGICERA PILEATA	PRIVET HONEYBUCKLE	#1 POT; 25CM
	PACHYDANIA TERMINALIS	JAPANESE SPRUCE	#1 POT; 15CM
	POLYSTICHUM MUNITUM	WESTERN SWORD FERN	#1 POT; 20CM

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO CANADIAN LANDSCAPE STANDARD'S DEFINITION OF CONDITIONS OF AVAILABILITY. ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED CANADIAN LANDSCAPE STANDARD'S LATEST EDITION. ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY.

TREE SCHEDULE		PMG PROJECT NUMBER: 16-146	
KEY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
5	ABIES FRASERI	FRASER FIR	1.75M HT. B&B
4	ACER RUBRUM 'BOWHALL'	RED MAPLE	6CM CAL; 2M STD. B&B
44	ACER RUBRUM 'OCTOBER GLORY'	OCTOBER GLORY MAPLE	6CM CAL; 1.5M STD. B&B
3	CERCIDIPHYLLUM JAPONICUM	KATSURA TREE	6CM CAL; 1.8M STD. B&B
6	MAGNOLIA KOBUS 'STELLATA'	STAR MAGNOLIA	5CM CAL
4	PICEA OMORICA	SERBIAN SPRUCE	2.5M HT. B+B
8	PICEA PLUNGENS	COLORADO SPRUCE	3.5M HT. B+B
5	STRAX JAPONICUS	JAPANESE SNOWBELL	5CM CAL; 1.8M STD. B&B

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW: MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO CANADIAN LANDSCAPE STANDARD'S DEFINITION OF CONDITIONS OF AVAILABILITY. ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED CANADIAN LANDSCAPE STANDARD'S LATEST EDITION. ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY.



NO.	DATE	REVISION DESCRIPTION	DR.
1	17.OCT.13	REVISE PER NEW SITE PLAN COMMENTS	AL
2	17.NOV.13	REVISE PER NEW SITE PLAN	AL
3	16.OCT.14	REVISE STAIRS/WALLS PER COMMENTS	DO

CLIENT:

PROJECT:

RESIDENTIAL DEV.
236TH STREET & 132ND AVENUE
MAPLE RIDGE, BC

DRAWING TITLE:
LANDSCAPE AMENITY ENLARGEMENT

DATE: 16.JUL.19 DRAWING NUMBER:
SCALE: 1/8"=1'-0"
DRAWN: DO
DESIGN: MCY
CHKD: MCY

L2
OF 4



TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **Second Reading**
Zone Amending Bylaw No. 7451-2018
12419 Garibaldi Street

MEETING DATE: June 26, 2018
FILE NO: 2018-122-RZ
MEETING: Council

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property located at 12419 Garibaldi Street from RS-3 (One Family Rural Residential) to RS-2 (One Family Suburban Residential), to permit a future subdivision of 2 residential lots. Council granted first reading to Zone Amending Bylaw No. 7451-2018 on May 8, 2018. The minimum lot size for the current RS-2 (One Family Suburban Residential) zone is 0.40 ha.

This application is in compliance with the Official Community Plan.

Pursuant to Council policy, this application is subject to the Voluntary Community Amenity Contribution Program at a rate of \$5,100.00 for the new single family lot, for an estimated amount of \$5,100.00.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7451-2018 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Payment of two new 38mm water services;
 - ii) Receipt of Approval for on-site sewage disposal from the Ministry of Health;
 - 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 Tree Protection, Stormwater Management, and onsite sewage disposal for the protection of the septic field areas;
 - v) Complete application for a Wildfire Development Permit;
 - vi) That a voluntary contribution, in the amount of \$5,100.00 per single family lot created for a total of \$5,100.00 be provided in keeping with the Council Policy with regard to Community Amenity Contributions; and

- vii) In addition to the site profile, a disclosure statement must be submitted by a Professional Engineer advising whether there is any evidence of underground fuel storage tanks on the subject property. If so, a Stage 1 Site Investigation Report is required to ensure that the subject property is not a contaminated site.

DISCUSSION:

1) Background Context:

Applicant: Andria and William Harmon

Legal Description: Lot 37, D.L. 6881, Group 1, NWD Plan 57415

OCP:

Existing: Suburban Residential

Zoning:

Existing: RS-3 (One Family Rural Residential)

Proposed: RS-2 (One Family Suburban Residential)

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-2 (One Family Suburban Residential)
	Designation:	Suburban Residential
South:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Suburban Residential
East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Suburban Residential
West:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Suburban Residential

Existing Use of Property:	Rural Residential
Proposed Use of Property:	Suburban Residential
Site Area:	0.80 ha (2.0 acres)
Access:	Garibaldi Street
Servicing:	Rural Standard

2) Project Description:

The applicant has applied to rezone the subject property from RS-3 (One Family Rural Residential) zone to RS-2 (One Family Suburban Residential) zone to facilitate the subdivision of the subject property into two Suburban Residential lots. The applicant is proposing to retain the existing single family residence, providing the existing dwelling can be sited in accordance with setback requirements on the new lot.

There have been several rezonings in the area to RS-2 (One Family Suburban Residential). Appendix "A" highlights the subject property under application as well as, the properties in the surrounding neighbourhood that are zoned RS-2 (One Family Suburban Residential) zone.

3) Planning Analysis:

i) Official Community Plan:

The surrounding neighbourhood and subject site are designated Suburban Residential within the Official Community Plan. The Suburban Residential designation Zoning Matrix identifies that the RS-2 (One Family Suburban Residential) zone is a compatible zone within the designation. The subject property is located outside of the Urban Area Boundary.

The following Official Community Plan policies support the rezoning of the subject property to RS-2 (One Family Suburban Residential) zone:

- Section 3.1.3 Suburban Residential, describes Suburban Residential designation as supporting single detached and duplex housing in areas outside the Urban Area Boundary that may have water service but which are not connected to the municipal sanitary sewer system.
- Suburban Residential Policy 3-11 supports single detached housing on large suburban lots. Lots sizes within this land use designation are generally 0.4 hectares in size.

The subject property has an onsite sewage disposal system and is serviced by City water.

In August, 2016 Council received a staff report outlining Suburban Residential and Estate Suburban Residential land use designation options. On September 5, 2017, after further review Council resolved that no changes would be made to the Estate Suburban and Suburban Residential OCP policies and that residential development could proceed accordingly.

ii) Zoning Bylaw:

The current proposal under application is to rezone the subject property located at 12419 Garibaldi Street from RS-3 (One Family Residential) to RS-2 (One Family Suburban Residential) to permit the subdivision of the subject property into two lots with an approximate lot area of 0.40 hectares in size. The RS-2 (One Family Suburban Residential) zone has a minimum parcel size of 0.40 hectares. The current application has not proposed any variances to the Zoning Bylaw.

4) Development Permits:

Pursuant to Section 8.12 of the OCP, a Wildfire Development Permit application is required for all development and subdivision activity.

5) Environmental Implications:

The subject property is located within the Wildfire Development Permit Area; therefore, a Wildfire Hazard Assessment will need to be prepared by a Registered Forester in addition to an Arborist Report prepared by a qualified Arborist will be required to fulfill the Tree Protection and Management Bylaw. The report prepared by the Registered Forester will assess and provide recommendations on how to mitigate wildfire hazards on the subject property. The Arborist Report will detail the number, type and health of the trees on the subject property. These reports need to be coordinated between

the two professionals to prevent contradictions between the Wildfire Development Permit and Tree Cutting Permit.

6) Interdepartmental Implications:

i) Engineering Department:

City sanitary or storm sewer are not available in the area; therefore, the applicant will have to install an onsite sanitary sewage disposal system.

The City has a water line fronting the subject property. New water services will be required in conjunction with the subdivision application for each lot. These new water services will be installed by the City at the applicant's expense.

ii) Fire Department:

The subject property is located within the Wildfire Development Permit area. The Fire Department will review the plan for the Wildfire Development and if required make recommendations on ways to fulfill the Development Permit Guidelines.

CONCLUSION:

It is recommended that second reading be given to Zone Amending Bylaw No. 7451-2018, and that application 2018-122-RZ be forwarded to Public Hearing.

"Original signed by Wendy Cooper"

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

"Original signed by Christine Carter"

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

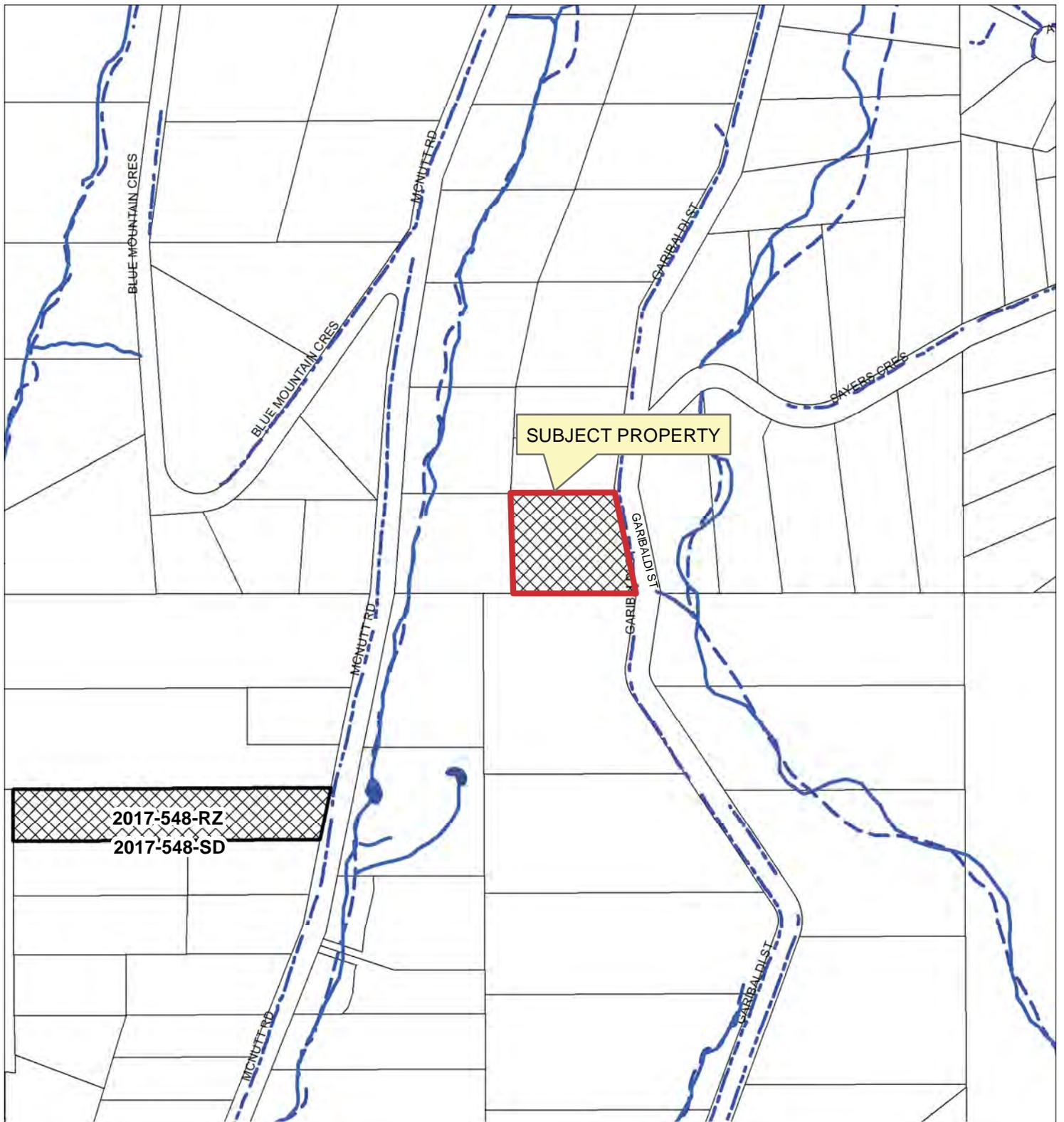
"Original signed by Frank Quinn"

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

"Original signed by Paul Gill"

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:
Appendix A – Subject Map
Appendix B – Ortho Map
Appendix C – Zone Amending Bylaw No. 7451-2018
Appendix D – Site Plan



Scale: 1:4,500

Legend

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

12419 GARIBALDI STREET

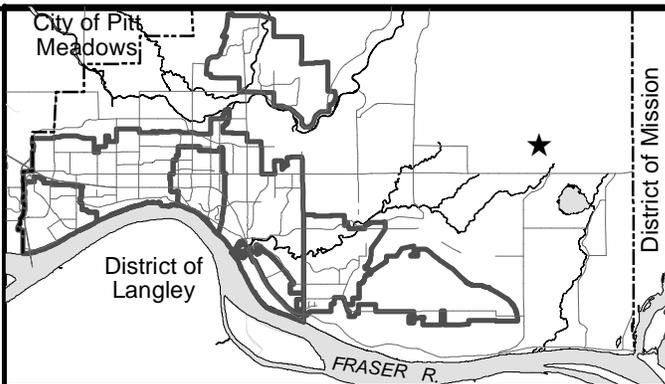


FILE: 2018-122-RZ
DATE: Jun 21, 2018

BY: PC



Scale: 1:2,500



12419 GARIBALDI STREET

PLANNING DEPARTMENT



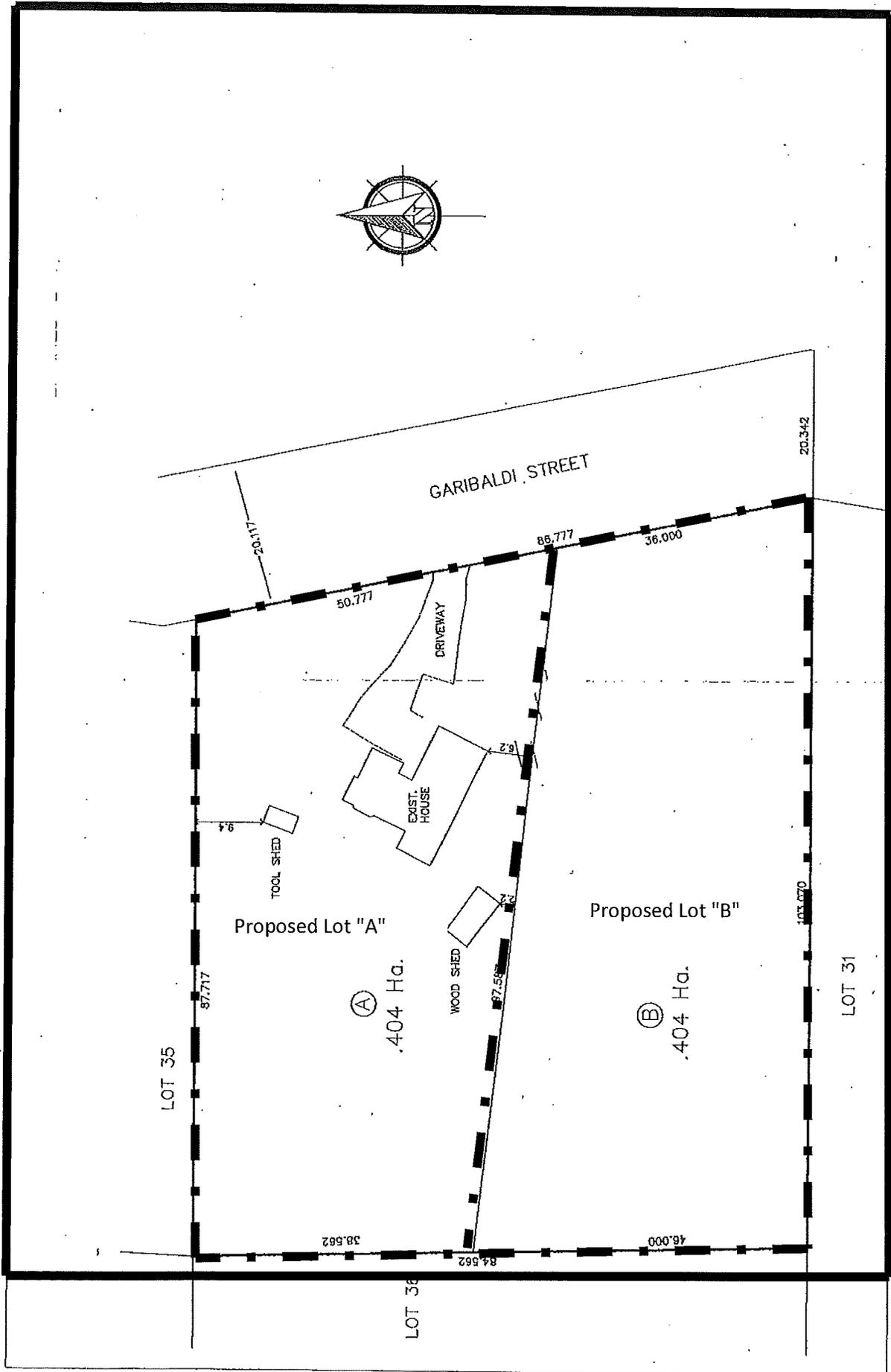
MAPLE RIDGE

British Columbia

mapleridge.ca

FILE: 2018-122-RZ
DATE: Apr 6, 2018

BY: PC



TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Development Variance Permit
11184, 11154 & 11080 240 Street

MEETING DATE: June 26, 2018
FILE NO: 2017-028-DVP
MEETING: Council

EXECUTIVE SUMMARY:

Development Variance Permit application (2017-028-DVP) has been received in conjunction with a rezoning application (2016-244-RZ) to construct a townhouse development and mixed use commercial building with rental units above.

The requested variance is to:

Vary the Subdivision and Development Servicing Bylaw to waive the requirement for underground wiring.

It is recommended that Development Variance Permit 2017-028-DVP be approved.

Council considered rezoning application 2016-244-RZ and granted first reading for Zone Amending Bylaw No. 7276-2016 on September 6, 2016. Council granted first and second reading for Official Community Plan Amending Bylaw No.7381-2017 on September 19, 2017, and second reading for Zone Amending Bylaw No7276-2016 on September 19, 2017. This application was presented at Public Hearing on October 17, 2017, and Council granted third reading on October 24, 2017. Council will be considering final reading for rezoning application 2016-244-RZ on June 12, 2018.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2017-028-DVP respecting property located at 11184, 11154, & 11080 240 Street.

DISCUSSION:

a) Background Context

Applicant: Streetside Developments

Legal Description: South 150 Feet Lot 1 Section 10 Township 12 NWD Plan 17613;
Lot 1 Except: South 150 Feet Section 10 Township 12 New Westminster District Plan 17613;
Parcel "B" (Reference Plan 5589) Lot 9 Section 10 Township 12 New Westminster District Plan 809;

OCP:
Existing: Medium Density Residential, Neighbourhood Commercial, Conservation
Proposed: Medium Density Residential, Village Commercial, Conservation

Zoning:

Existing: RS-3 (One Family Rural Residential)
Proposed: RM-1 (Townhouse Residential), C-5 (Village Commercial)

Surrounding Uses:

North:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Density Residential, Medium Density Residential, and Conservation
South:	Use:	2 properties, duplex and single family
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Low Medium Density Residential and Conservation
East:	Use:	18 properties, neighbourhood commercial and street townhouse residential
	Zone:	C-1 Neighbourhood Commercial and RST Street Townhouse Residential
	Designation:	Commercial and Urban Residential
West:	Use:	Vacant
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Institutional and Conservation.

Existing Use of Property: 1 single family house on one of the 3 parcels
Proposed Use of Property: Commercial and Townhouse residential
Site Area: 4.5 HA. (11 acres)
Access: 112th Avenue or 240th Street
Servicing requirement: Urban Standard
Companion Applications: 2016-244-DP (WPDP), 2016-244-DVP (setbacks), 2017-027-DP (Commercial DP), 2017-012-DP (MFDP)

b) Project Description:

This development proposal is a mixed use commercial development with rental apartments above, and a townhouse development is proposed concurrently on the subject site.

c) Variance Analysis:

The Zoning Bylaw and the Subdivision and Development Servicing Bylaw establish general minimum and maximum regulations for development. A Development Variance Permit allows Council some flexibility in the approval process.

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

1. *Subdivision and Development Services Bylaw No. 4800-1993, Schedule A – Services and Utilities*
 - To waive the requirement to underground BC Hydro and Telus infrastructure. accordance with *Council Policy 9.05 – Conversion of Existing Overhead Utility Wiring to Underground Wiring.*:

Existing overhead wiring is in place for Hydro and telephone lines along 240th Street and for telephone lines along 112th Avenue. These variances are supported by the Engineering Department.

The subject property is within an exempted area under Council Policy 9.05. There is no intention to underground the service at this location; therefore, no securities in lieu of undergrounding the utility lines, are required.

d) Citizen/Customer Implications:

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

CONCLUSION:

As the proposed variance is supported by the Engineering Department, it is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2017-028-DVP.

“Original signed by Diana Hall”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

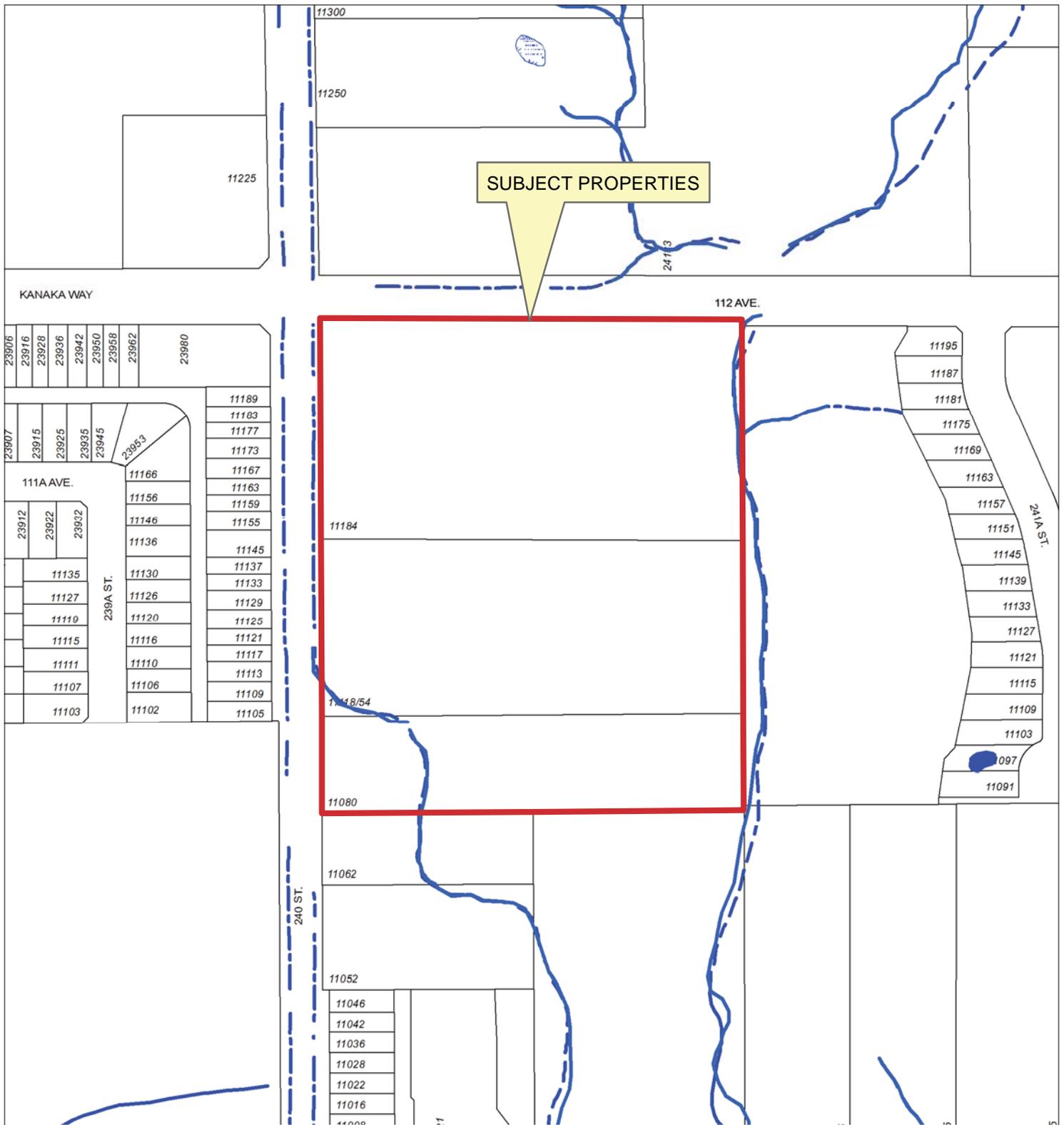
“Original signed by Paul Gill”

**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map



Scale: 1:2,500

Legend

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

11080, 11154, 11184 240TH STREET

PLANNING DEPARTMENT



FILE: 2017-028-DVP
DATE: Jun 13, 2018

BY: LP



Scale: 1:2,500

Legend

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

11184 240 Street



2017-028-VP
DATE: Feb 1, 2017

BY: JV

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council

FROM: Chief Administrative Officer

SUBJECT: **Development Variance Permit
25171 117 Avenue**

MEETING DATE: June 26, 2018
FILE NO: 2018-234-DVP
MEETING: Council

EXECUTIVE SUMMARY:

Development Variance Permit application 2018-234-DVP has been received in conjunction with a Building Permit application to permit a Single Family dwelling. The requested variance is to vary the required road carriageway width on 117 Avenue from 7m (23.0 ft.) to the existing 6m (19.7 ft.). It is recommended that Development Variance Permit 2018-234-DVP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2018-234-DVP respecting property located at 25171 117 Avenue.

DISCUSSION:

a) Background Context

Applicant: A. Sprague
Legal Description: Lot 12, Section 14, Township 12, New Westminster District Plan 26510

OCP :
Existing: Agricultural
Proposed: Agricultural

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

Surrounding Uses:

North:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Agricultural
South:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural

East:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural
West:	Use:	Single Family Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation:	Agricultural

Existing Use of Property:	Vacant
Proposed Use of Property:	Single Family Residential
Lot Size:	1,500 m ² (0.37 acres)
Access:	117 Avenue
Servicing:	Rural Standard

b) Project Description:

The subject property, located at 25171 117 Avenue, is a panhandle shaped lot, located on the north side of 117 Avenue, on the north-west corner of the intersection of 117 Avenue and 252 Street. The property slopes slightly to the south-west, and is surrounded by rural residential lots (see Appendices A and B).

c) Requested Variance:

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

d) Planning Analysis:

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

The applicant is proposing to vary the minimum road carriageway width from 7m (23.0 ft.) to 6m (19.7 ft.), to keep it as it is currently constructed. The existing road has adequate capacity and width to serve the Single Family lot.

e) Interdepartmental Implications:

The Engineering Department supports the variance as the existing road has adequate capacity and width to serve the Single Family lot.

CONCLUSION:

The proposed variance is supportable as the existing road has adequate capacity and width to serve the Single Family lot.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2018-234-DVP.

“Original signed by Michelle Baski”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

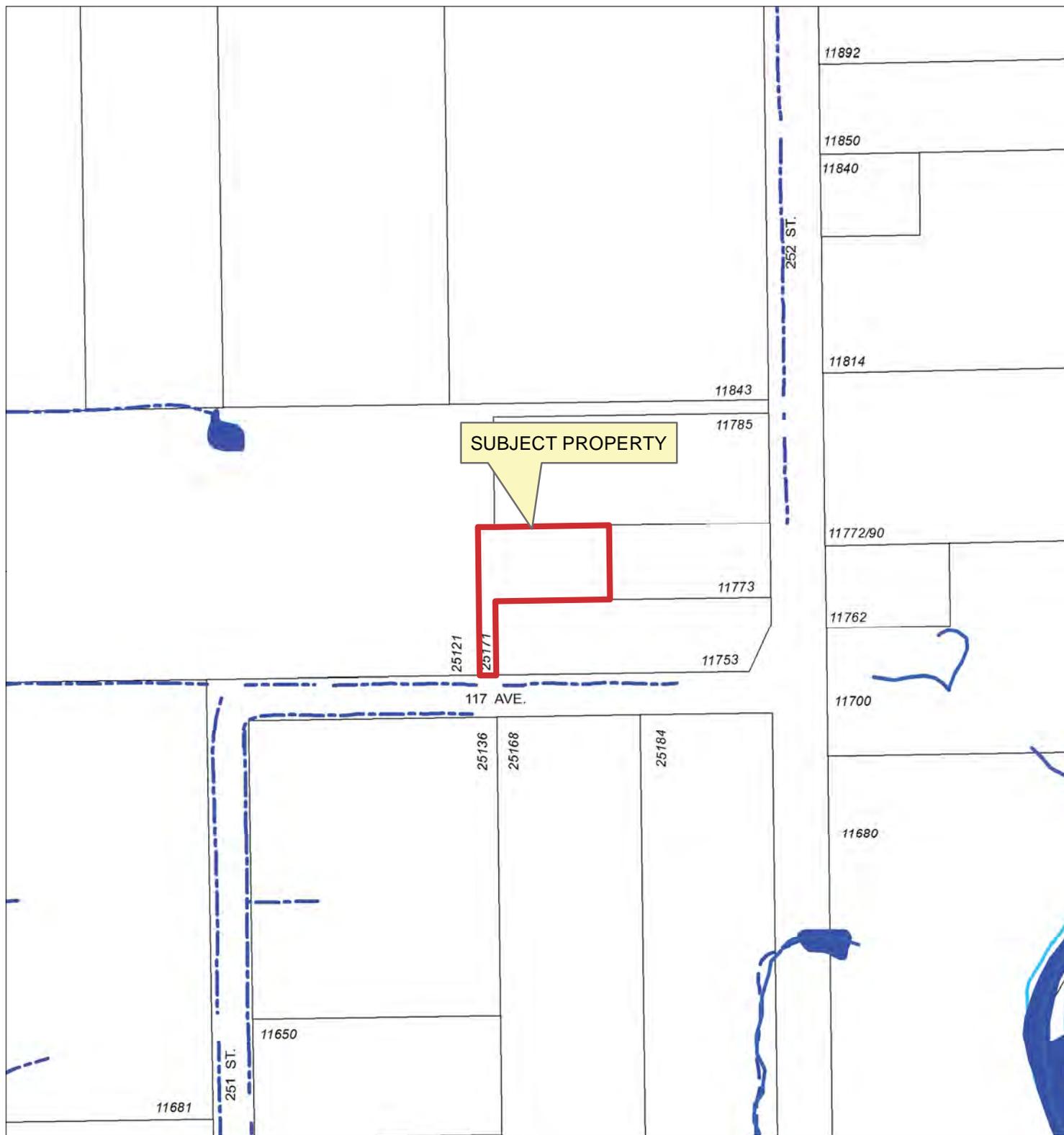
**Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map

Appendix C – Ortho Map Showing Existing Road Width



Scale: 1:2,000

Legend

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

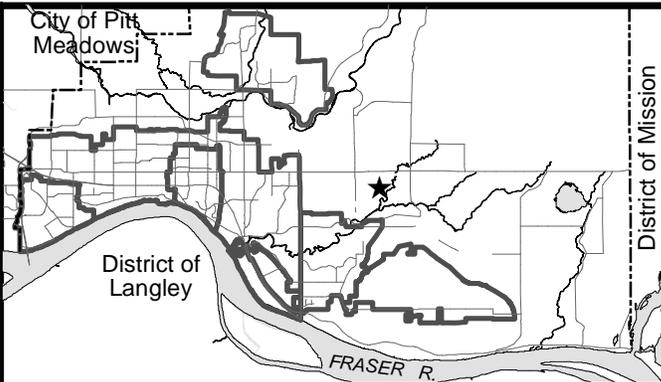
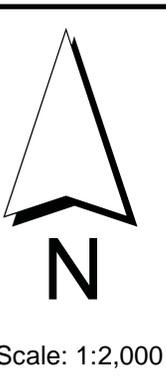
25171 117 AVENUE

PLANNING DEPARTMENT



FILE: 2018-234-VP
DATE: Jun 5, 2018

BY: PC



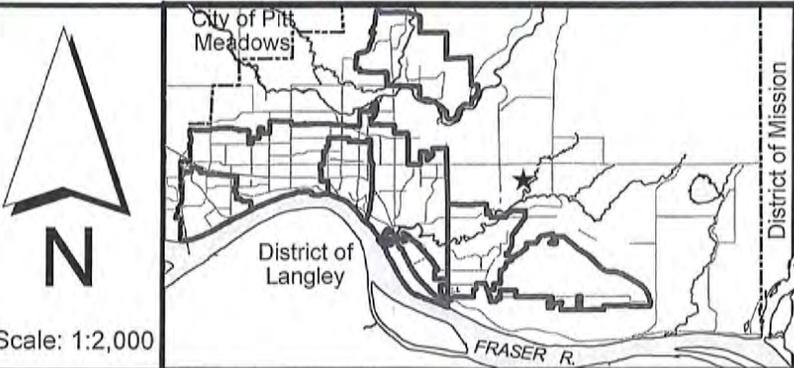
25171 117 AVENUE

PLANNING DEPARTMENT

mapleridge.ca

FILE: 2018-234-VP
DATE: Jun 5, 2018
BY: PC

Existing Road Carriageway



25171 117 AVENUE

PLANNING DEPARTMENT
 **MAPLE RIDGE**
 British Columbia
mapleridge.ca

FILE: 2018-234-VP
DATE: Jun 5, 2018

BY: PC



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council

FROM: Chief Administrative Officer

SUBJECT: Development Variance Permit
27115 Ferguson Avenue

MEETING DATE: June 26, 2018
FILE NO: 2018-240-DVP
MEETING: Council

EXECUTIVE SUMMARY:

Development Variance Permit application (2018-240-VP) has been received in conjunction with a building permit application to construct a single family home. The requested variance is to:

1. Reduce the required asphalt width for the rural local road from 7.0 metres to 6.0 metres.

The required variance was noted as part of an Engineering review of a building permit application.

The required asphalt width for a rural local road under the subdivision bylaw and design criteria is 7.0m the existing road is currently at 6.0m.

It is recommended that Development Variance Permit 2018-240-VP be approved.

RECOMMENDATION:

That the Corporate Officer be authorized to sign and seal 2018-240-DVP respecting property located at 27115 Ferguson Avenue.

DISCUSSION:

a) Background Context

Applicant:	Shao H Liu
Legal Description:	Lot: 40, Section: 7, Township: 15, Plan: NWP9809
OCP :	
Existing:	RURRES (Rural Residential)
Proposed:	Rural Residential
Zoning:	
Existing:	RS-3 (One Family Rural Residential)
Proposed:	RS-3 (One Family Rural Residential)
Surrounding Uses:	
North:	Use: Rural Residential
	Zone: RS-3 (One Family Rural Residential)
	Designation: Rural Residential

South:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Rural Residential
East:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Rural Residential
West:	Use:	Rural Residential
	Zone:	RS-3 (One Family Rural Residential)
	Designation	Rural Residential
Existing Use of Property:		Rural Residential
Proposed Use of Property:		Rural Residential
Site Area:		2.024 Ha
Access:		Ferguson Avenue
Servicing:		On-site sewer and water
Lot Size:		2.024 Ha

b) Project Description:

This variance request is in support of a building permit application for the construction of a single family dwelling. The existing pavement width on the fronting street does not meet current standards, and a variance is required to vary this standard.

c) Variance Analysis:

A Development Variance Permit allows Council some flexibility in the approval process.

1. Maple Ridge Subdivision and Development Services Bylaw No. 4800-1993, Schedule D- Standard Drawings and Specifications:
To reduce the constructed asphalt width of a Rural Local Road from 7.0m (22.96 ft.) to 6.0m (19.68 ft.).

The existing asphalt width of 96th Avenue is 6.0m (19.68 ft.) and it has been determined to be sufficient for the Rural Street designation and uses; therefore, the proposed variance to maintain the existing asphalt width can be supported.

d) Citizen/Customer Implications:

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

CONCLUSION:

The proposed variance is supported because the existing asphalt width is adequate for the level of service of 96 Avenue.

It is therefore recommended that this application be favourably considered and the Corporate Officer be authorized to sign and seal Development Variance Permit 2018-240-DVP.

“Original signed by Diana Hall”

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

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A – Subject Map

Appendix B – Ortho Map showing 6 m road and variance request



Scale: 1:2,500

Legend

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

27115 FERGUSON AVENUE

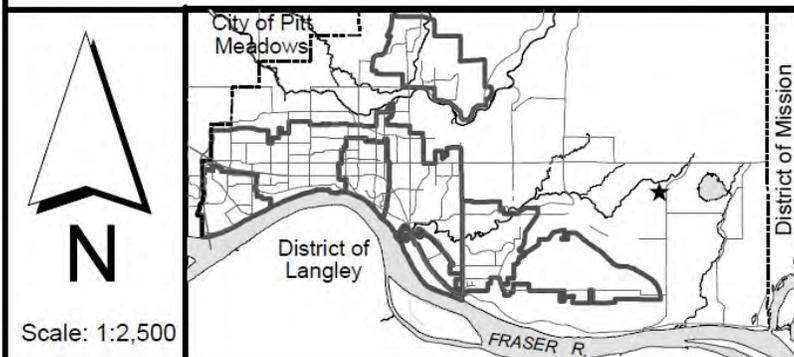
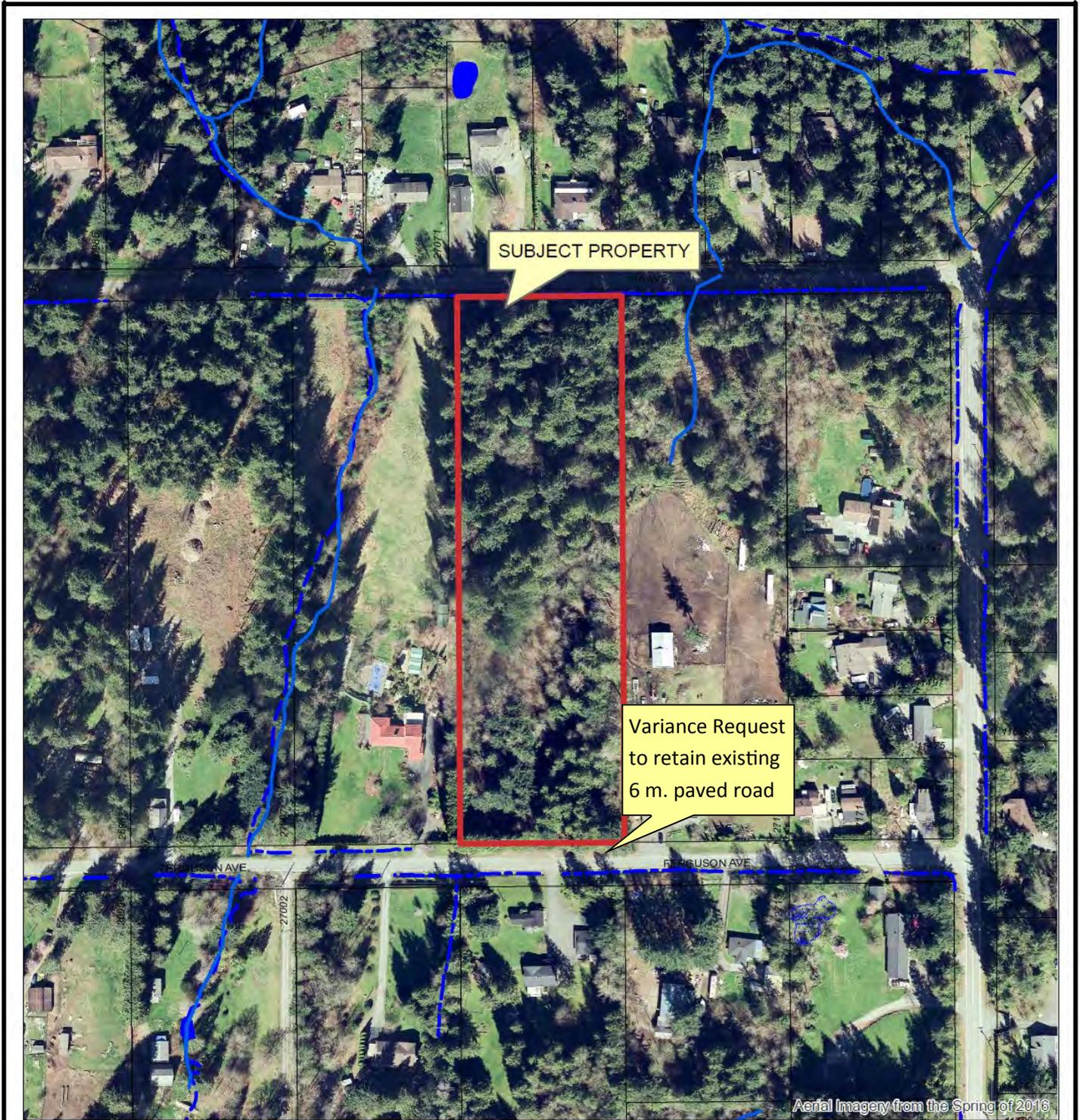
PLANNING DEPARTMENT



FILE: 2018-240-VP
DATE: Jun 15, 2018

BY: PC

APPENDIX B



27115 Ferguson Avenue

PLANNING DEPARTMENT



mapleridge.ca

Scale: 1:2,500

FILE: 2018-240-VP
DATE: Jun 8, 2018

BY: SW

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council

FROM: Chief Administrative Officer

MEETING DATE: June 26, 2018
FILE NO: 2018-200-RZ
MEETING: Council

SUBJECT: Detached Garden Suites (DGS) Pilot Project Bylaws for:

1. 26378 -126 Avenue: Zone Amending Bylaw 7472-2018
& Housing Agreement Bylaw 7476-2018;
2. 23525 Dogwood Avenue: Zone Amending Bylaw 7473-2018
& Housing Agreement Bylaw 7477-2018;
3. 12621 Ansell Street: Zone Amending Bylaw 7474-2018
& Housing Agreement Bylaw 7478-2018;
4. 10861 Morrisette Place: Zone Amending Bylaw 7475-2018
& Housing Agreement Bylaw 7479-2018.

EXECUTIVE SUMMARY:

At the June 19, 2018 Workshop Meeting, Council directed staff to prepare Zone Amending Bylaws, based on the Look-Book test case information, including property owner profiles, site plan, and conceptual elevations, for the four properties participating in the DGS Pilot Project.

The DGS Pilot Project will enable the construction of tangible examples of DGS units to showcase the following:

- Allow a Secondary Suite and a DGS on the same lot; and
- Allow a DGS size to be up to 140m² (1500 ft²) in size or 15% of the lot area, whichever is less.

Four Zone Amending Bylaws and Four Housing Agreement Bylaws are attached for Council consideration, one for each Pilot Project test case that may be considered separately. The content of these Bylaws are discussed in this report and attached for Council consideration.

RECOMMENDATIONS:

- 1. For property located at 26378 – 126th Avenue:**
 - a. THAT Zone Amending Bylaw 7472-2018 be given First and Second Reading and be forwarded to Public Hearing;**
 - b. AND THAT Housing Agreement Bylaw 7476-2018 be given First, Second, and Third Reading.**
- 2. For property located at 23525 Dogwood Avenue:**
 - a. THAT Zone Amending Bylaw 7473-2018 be given First and Second Reading and be forwarded to Public Hearing;**
 - b. AND THAT Housing Agreement Bylaw 7477-2018 be given First, Second, and Third Reading.**
- 3. For property located at 12621 Ansell Street:**
 - a. THAT Zone Amending Bylaw 7474-2018 be given First and Second Reading and be forwarded to Public Hearing;**
 - b. AND THAT Housing Agreement Bylaw 7478-2018 be given First, Second, and Third Reading.**
- 4. For property located at 10861 Morrisette Place:**
 - a. THAT Zone Amending Bylaw 7475-2018 be given First and Second Reading and be forwarded to Public Hearing;**
 - b. AND THAT Housing Agreement Bylaw 7479-2018 be given First, Second, and Third Reading.**

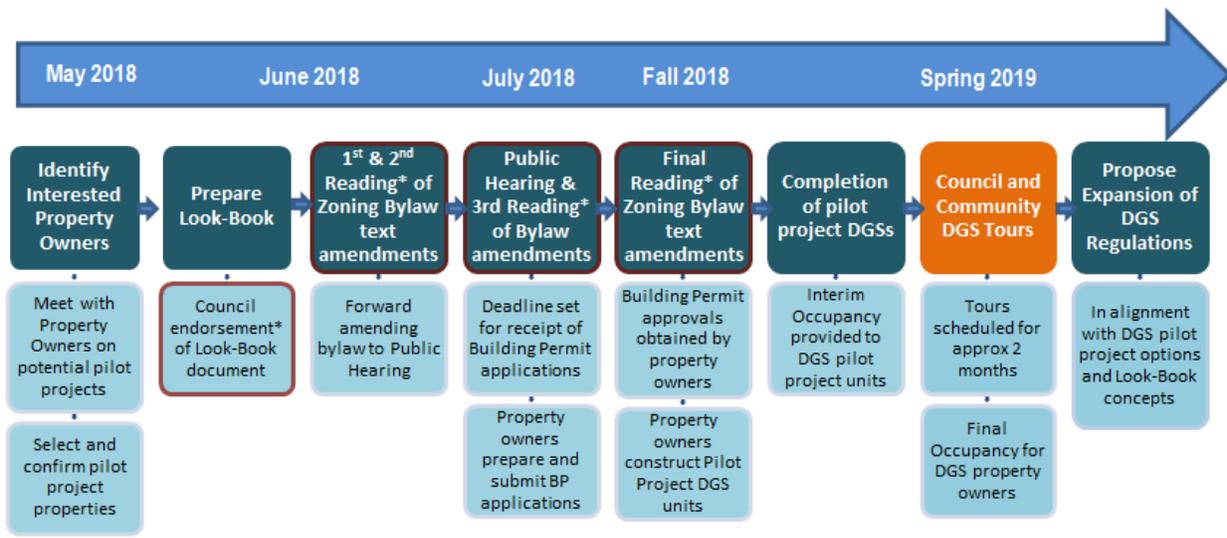
1.0 BACKGROUND:

A review of the Zoning Bylaw regulations for DGS and Secondary Suites (SS) was initiated through Council direction from the August 29, 2016 workshop. Public consultation on potential expanded options for SS and DGS was undertaken in November 2017 with a DGS workshop and a SS and DGS public open house. The outcomes of the public consultation were presented to Council at the February 6, 2018 workshop, wherein exploration of a pilot project was initiated through a Council resolution.

Council endorsed a process and timeline for the DGS Pilot Project at the May 1, 2018 workshop. The project is intended to create tangible examples to showcase the following:

- Secondary Suite and a DGS on the same lot;
- DGS size to be a minimum of 20.3m² (219 ft²); and
- DGS size to be up to 140m² (1500 ft²) or 15% of the lot area, whichever is less.

The process and timeline for the DGS Pilot Project is shown in the diagram below.



* Council consideration required

At the June 19, 2018 Workshop Meeting, Council directed staff to prepare Zone Amending Bylaws for the four test cases identified in the DGS Pilot Project Look-Book conceptual document. The Look-Book includes details on each test case, property owner profiles, site plans, and conceptual elevations.

While the intent of the DGS Pilot Project at the outset was to enable the construction of tangible examples of DGS units, no feasible examples of the option for a 20.3m² (219 ft²) came forward by the confirmation deadline and as such, the following two options will be showcased through this project:

- Allow a Secondary Suite and a DGS on the same lot; and
- Allow a DGS size to be up to 140m² (1500 ft²) in size or 15% of the lot area, whichever is less.

Also at the June 19th Workshop Meeting, Council directed staff to undertake a second phase of the DGS Pilot Project providing more time to identify possible test cases of:

- Small DGS unit, between 20.3m² (219 ft²) and 36m² (387 ft²);
- Large DGS unit, up to 15% of the lot area within the urban area on a lot size between 557m² (5,995 ft²) and 900m² (8,611 ft²);
- SS and DGS within the urban area.

Work on the second phase of the DGS Pilot Project will commence imminently.

2.0 DISCUSSION

The May 1, 2018 Council report discussed the requirement for text amendments to the Zoning Bylaw for each of the participating properties in order to permit constructing a DGS that does not conform to the existing regulations. In the same report a Housing Agreement Bylaw was discussed, including an outline for the content. Each Bylaw is discussed further below.

2.1 Text Amendment to Zoning Bylaw

Separate bylaws have been created for each of the four Pilot Project test cases so that Council has the option to consider each independently for First and Second Readings. Table 1 below contains the proposed text amendments for each of the test case properties:

Table 1: Proposed Amendments to Zoning Bylaw

	Address	DGS Pilot Option	DGS Siting	Building Height
1.	26378 - 126 th Avenue	140 m ² (1500 ft ²) unit	None	Up to 7.5 metres (6.0 metres currently permitted)
2.	23525 Dogwood Avenue	140 m ² (1500 ft ²) unit	Front Yard	None
3.	12621 Ansell Street	140 m ² (1500 ft ²) unit	Exterior Side Yard	Up to 7.5 metres (6.0 metres currently permitted)
4.	10861 Morrisette Place	DGS size 47.6m ² (512 ft ²) and SS on same lot	None	DGS is proposed over a garage with maximum height up to 6.5 metres (4.5 metres currently permitted).

For test cases #1 and #3, the property owners intend to construct their DGS units over a garage, which is permitted on these RS-2 zoned properties at an allowable maximum height of 6.0 metres. In order to construct a pitched roof to integrate some style to the structure (as opposed to a more flat roof), each of these property owners is proposing a height increase to 7.5 metres in height.

Discussions have been ongoing with the property owners of test case #4 in terms of providing parking on this 588m² RS-1b lot and the most efficient option to accommodate parking for the SS and the DGS is to allow the DGS to be constructed over a garage at the rear of the property, which is currently not permitted. The current site plan provides space for a driveway aisle along the side of the property to rear to access the garage. The property owner is proposing a shed roof for the DGS unit with the low end facing the rear property line, with a maximum building height of 6.0 metres, and the highest end facing the principal dwelling unit, with a maximum building height of 6.5 metres. Currently, for a DGS unit in the RS-1b zone the regulations permit a maximum building height of 4.5 metres.

2.2 Housing Agreement Bylaws

Within the existing regulations for a secondary suite or DGS, property owners are required to have a covenant registered on title stating that the property owner lives on the property and that one parking stall must be provided and maintained for the use of occupants of the accessory dwelling unit.

In a similar vein for the DGS Pilot Project, a Housing Agreement Bylaw has been prepared for each participating property that requires each property owner's agreement to various conditions including:

- Owner occupancy requirement for property owner to reside on site;
- Prohibiting the use of the DGS as a tourist accommodation;
- Requiring one on-site parking stall be maintained for the DGS unit (and also one for the SS on Morrisette Place);
- The timely preparation and iteration, at the property owner's cost of building permit plans submitted to the City;
- Adherence to the DGS Pilot Project timeline in order to process all housing agreement and text amendments concurrently;
- Facilitating transfer of ownership of the building permit plans to the City for other Maple Ridge residents to use as pre-approved building plans;
- Commencing construction of the DGS immediately upon adoption of the text amendment to the Zoning Bylaw and building permit issuance with the aim to have all DGS pilot projects completed at approximately the same time;
- Allowing public tours of the constructed DGS for Council and the community for approximately two months prior to receiving final occupancy;
- Use of images and their story in ongoing web and print media to further showcase the pilot project outcomes.

3.0 NEXT STEPS

Should Council consider and give First and Second Reading to the Zone Amending Bylaws, they will be scheduled for the July 17, 2018 Public Hearing so that Third Reading may be considered by Council on July 24, 2018. The Housing Agreement Bylaws are also attached to this report for First, Second and Third Reading, as they do not require a Public Hearing. As such, Final Reading of the Housing Agreement Bylaws will be brought to Council for consideration with Final Reading of the Zone Amending Bylaws.

If the Zone Amending Bylaws receive Third Reading in July, the participating property owners may begin preparation of their building permit plans in order to meet an application deadline set for August 20, 2018. Achieving this deadline will provide the Building Department with sufficient time to process each application by mid-September and allow the Bylaws to be brought back to Council for final reading and adoption on October 9, 2018. Building permit plans will not be issued until Bylaw adoption and then each property owner will be required to commence construction with a completion deadline of March 2, 2019. A schedule for the DGS tours is anticipated to be available and promoted in early 2019.

4.0 INTERDEPARTMENTAL IMPLICATIONS

It is anticipated that Planning staff will continue working on the DGS Pilot Project with the Building, Engineering, and Fire Departments to respond to participant inquiries, review applications, and work through the regulatory process towards construction of each DGS Pilot Project unit.

5.0 CONCLUSION:

It is recommended that in order to proceed with the next steps involved in the DGS Pilot Project, the Zone Amending Bylaws discussed in this report be given First and Second Reading and forwarded to Public Hearing; and that the Housing Agreement Bylaws discussed in this report be given First, Second, and Third Reading.

“Original signed by Lisa Zosiak”

Prepared by: Lisa Zosiak, MRM, MCIP, RPP
Planner

“Original signed by Christine Carter”

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

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

The following appendices are attached hereto:

Appendix A: Zone Amending Bylaws 7472-2018, 7473-2018, 7474-2018, 7475-2018
Appendix B: Housing Agreement Bylaws 7476-2018, 7477-2018, 7478-2018, 7479-2018

**CITY OF MAPLE RIDGE
BYLAW NO. 7472-2018**

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

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

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

This Bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7472-2018”.

Scope:

This Bylaw recommends amendments that will permit expansion of the Detached Garden Suite regulations as part of a DGS Pilot Project for specific single-family properties.

1. PART 4 GENERAL REGULATIONS, is amended as follows:
 - a. Section 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES, Section 11, Dwelling units for a Detached Garden Suite use, be amended by adding the following new clause at the end of this Section in the correct alphabetical or numerical order:

The Detached Garden Suite provisions in this Section 11 will apply to the properties listed below, except where differences to these provisions are specifically stated for each:

- i. At 26378 – 126th Avenue (Lot 34, Except: Part Subdivided by Plan BCP13892, Section 24, Township 12, New Westminster District, Plan LMP19841) a Detached Garden Suite with a maximum Gross Floor Area of 140m² (1500 ft²) and a maximum building height of 7.5 metres from ground level is permitted.

2. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

PUBLIC HEARING held the day of , 2018.

READ a third time the day of , 2018.

ADOPTED the day of , 2018

PRESIDING MEMBER

CORPORATE OFFICER

**CITY OF MAPLE RIDGE
BYLAW NO. 7473-2018**

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

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

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

This Bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7473-2018”.

Scope:

This Bylaw recommends amendments that will permit expansion of the Detached Garden Suite regulations as part of a DGS Pilot Project for specific single-family properties.

1. PART 4 GENERAL REGULATIONS, is amended as follows:

- a. Section 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES, Section 11, Dwelling units for a Detached Garden Suite use, be amended by adding the following new clause at the end of this Section in the correct alphabetical or numerical order:

The Detached Garden Suite provisions in this Section 11 will apply to the properties listed below, except where differences to these provisions are specifically stated for each:

- ii. At 23525 Dogwood Avenue (Lot “B”, Section 28, Township 12, New Westminster District, Plan 6734) a Detached Garden Suite with a maximum Gross Floor Area of 140m² (1500 ft²) located in the front yard is permitted.

2. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

PUBLIC HEARING held the day of , 2018.

READ a third time the day of , 2018.

ADOPTED the day of , 2018

PRESIDING MEMBER

CORPORATE OFFICER

**CITY OF MAPLE RIDGE
BYLAW NO. 7474-2018**

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

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

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

This Bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7474-2018”.

Scope:

This Bylaw recommends amendments that will permit expansion of the Detached Garden Suite regulations as part of a DGS Pilot Project for specific single-family properties.

1. PART 4 GENERAL REGULATIONS, is amended as follows:

- a. Section 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES, Section 11, Dwelling units for a Detached Garden Suite use, be amended by adding the following new clause at the end of this Section in the correct alphabetical or numerical order:

The Detached Garden Suite provisions in this Section 11 will apply to the properties listed below, except where differences to these provisions are specifically stated for each:

- iii. At 12621 Ansell Street (Lot 2, Section 22, Township 12, New Westminster District, Plan 72087) a Detached Garden Suite with a maximum Gross Floor Area of 140m² (1500 ft²) located in the exterior side yard with a maximum building height of 7.5 metres from ground level is permitted.

2. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

PUBLIC HEARING held the day of , 2018.

READ a third time the day of , 2018.

ADOPTED the day of , 2018

PRESIDING MEMBER

CORPORATE OFFICER

**CITY OF MAPLE RIDGE
BYLAW NO. 7475-2018**

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

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

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

This Bylaw may be cited as “Maple Ridge Zone Amending Bylaw No. 7475-2018”.

Scope:

This Bylaw recommends amendments that will permit expansion of the Detached Garden Suite regulations as part of a DGS Pilot Project for specific single-family properties.

1. PART 4 GENERAL REGULATIONS, is amended as follows:
 - a. Section 402 REGULATIONS FOR PERMITTED USES OF LAND, BUILDINGS & STRUCTURES, Section 11, Dwelling units for a Detached Garden Suite use, be amended by adding the following new clause at the end of this Section in the correct alphabetical or numerical order:

The Detached Garden Suite provisions in this Section 11 will apply to the properties listed below, except where differences to these provisions are specifically stated for each:

- iv. At 10861 Morrisette Place (Lot 8, Section 11, Township 12, New Westminster District, Plan EPP67241) a Detached Garden Suite constructed above a garage with a maximum building height of 6.5 metres is permitted. A secondary suite within the principal dwelling unit is also permitted on this property.

2. Maple Ridge Zoning Bylaw No. 3510-1985 as amended is hereby amended accordingly.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

PUBLIC HEARING held the day of , 2018.

READ a third time the day of , 2018.

ADOPTED the day of , 2018

PRESIDING MEMBER

CORPORATE OFFICER

CITY OF MAPLE RIDGE

BYLAW NO. 7476 – 2018

A Bylaw to authorize the City of Maple Ridge to enter into a Housing Agreement for 26378 – 126th Avenue

WHEREAS pursuant to Section 483 of the Local Government Act, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS Council and Garry Edward Altenried and Lesli Vivian Altenried wish to enter into a housing agreement for the subject property at 26378 – 126th Avenue;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as “26378 – 126th Avenue Housing Agreement Bylaw No. 7476-2018”.
2. By this Bylaw Council authorizes the City to enter into a housing agreement with Garry Edward Altenried and Lesli Vivian Altenried, in respect to the following land:

Lot 34, Except: Part Subdivided by Plan BCP13892, Section 24, Township 12, New Westminster District, Plan LMP19841
3. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
4. Schedule A, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
5. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

READ a third time the day of , 2018.

ADOPTED, the day of , 2018.

PRESIDING MEMBER

CORPORATE OFFICER

TERMS OF INSTRUMENT – PART 2
SECTION 219 COVENANT AND HOUSING AGREEMENT
(2018-200-RZ)

BETWEEN:

Garry Eddie Altenried and Lesli Vivian Altenried
26378 – 126th Avenue, Maple Ridge, BC, V2W 1C9

(hereinafter called the "Covenantor")

OF THE FIRST PART

AND:

CITY OF MAPLE RIDGE
11995 Haney Place, Maple Ridge, British Columbia, V2X 6A9

(hereinafter called the "City")

OF THE SECOND PART

WHEREAS:

- A. The Covenantor is the registered owner of certain lands situated in the City of Maple Ridge in the Province of British Columbia, and more particularly known and described as:
- PID: 019-045-824 Lot 34 Except: Part Subdivided by Plan BCP13892; Section 24, Township 12, New Westminster District, Plan LMP19841
- (hereinafter called the "Lands").
- B. The City has adopted an amendment to the City of Maple Ridge Zoning Bylaw No. 3510 - 1985 that authorizes construction of a detached garden suite on the Lands (the "Zoning Amendment Bylaw"), in furtherance of the City's Detached Garden Suite Pilot Project.
- C. The Covenantor has expressed interest in participating in the Detached Garden Suite Pilot Project.
- D. The Detached Garden Suite Pilot Project was initiated by the City with the intent of facilitating increased affordable housing choices in Maple Ridge.

- E. The Covenantor and the City wish to enter into this Agreement to set out the requirements for the development and use of the Detached Garden Suite to be constructed on the Lands, to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*.
- F. The City has adopted a bylaw under section 483 of the *Local Government Act* to authorize this Agreement as a housing agreement.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Covenantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to section 483 of the *Local Government Act* and section 219 of the *Land Title Act* (British Columbia) as follows:

Definitions

- 1. In this Agreement:
 - (a) “Lands” means the land described in Item 2 of the General Instrument to which these, including any buildings now or hereafter located on the aforementioned land, and any part or a portion of such land or building into which said land or building is or may at any time be subdivided;
 - (b) “Design Professional” means the registered architect or other qualified professional retained by the Covenantor to design and prepare building permit drawings for the Detached Garden Suite;
 - (c) “Detached Garden Suite” has the same meaning as under the Zoning Bylaw;
 - (d) “Occupancy Permit” means an occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012; “One Family Residential” has the same meaning as under the Zoning Bylaw;
 - (e) “One Family Residential Structure” means a building containing a one family residential use, whether with or without a secondary suite;
 - (f) “Provisional Occupancy Permit” means a provisional occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012;
 - (g) “Secondary Suite Residential Use” has the same meaning as under the Zoning Bylaw; and
 - (h) “Tourist Accommodation” has the same meaning as under the Zoning Bylaw.

Use and Occupancy

2. At all times that there exists on the Lands a one family residential structure and an authorized Detached Garden Suite and an authorized Secondary Suite, one or the other of them must be occupied by the registered owner in fee simple of the Lands as his or her principal residence.
3. The Covenantor must not use or permit the use of the Detached Garden Suite as tourist accommodation.

Off Street Parking

4. The Covenantor must provide and maintain a separate off-street parking space on the Lands, in accordance with the requirements of the Zoning Bylaw, for each authorized Detached Garden Suite and authorized Secondary Suite Residential Use on the Lands.

Development of and Commencement of Occupancy of Detached Garden Suite

5. The Covenantor must:
 - (a) make all reasonable efforts to commence construction of the Detached Garden Suite, in accordance with the requirements of this Agreement, within thirty days following adoption of the Zoning Amendment Bylaw and Housing Agreement Bylaw; and
 - (b) ensure that by March 2, 2019, construction of the Detached Garden Suite is completed to the point where the City's Chief Building Official may issue a provisional occupancy permit. Any amendments to this completion date must be mutually agreed upon by both parties.
6. The Covenantor must submit to the City, with the application for a building permit for the Detached Garden Suite, an agreement signed by the Covenantors and the Design Professional, in a form and on terms that are satisfactory to the City, transferring the ownership and copyright in the Design Professional's plans and designs for the Detached Garden Suite to the City, on terms that will allow other residents of the City use of those plans and designs as building permit plans for similar Detached Garden Suites.
7. The Covenantor must not commence the construction of the Detached Garden Suite until the agreement required under section 6 of this Agreement has been delivered to the City.
8. For a period of two months following the issuance of the provisional occupancy permit for the Detached Garden Suite, the Covenantors must not use or permit any use or occupancy of the Detached Garden Suite other than for public tours conducted by the City as part of the City's Detached Garden Suite Pilot Project.
9. The Covenantor must ensure that following completion of the public tour period referred to in section 5, the Detached Garden Suite meets all conditions under the City of Maple Ridge Building Bylaw No. 6925 – 2012 for the issuance of an occupancy permit.

Specific Performance

10. The Covenantor agrees that because of the public interest in ensuring that all of the matters described in this Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.

Notice of Housing Agreement

11. For clarity, the Covenantor acknowledges and agrees that:
- (a) this Agreement constitutes both a covenant under section 219 of the *Land Title Act* and a Housing Agreement entered into under section 483 of the *Local Government Act*;
 - (b) the City is required to file a notice of Housing Agreement in the Land Title Office against title to the Lands; and
 - (c) once such a notice is filed, this Agreement binds all persons who acquire an interest in the Lands as a Housing Agreement under section 483 of the *Local Government Act*.

No Obligation to Enforce

12. The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.

No Effect on Laws or Powers

13. This Agreement does not:
- (a) affect or limit the discretion, rights, duties, or powers of the City or the Approving Officer for the City under the common law or any statute, bylaw, or other enactment, nor does this Agreement date or give rise to, nor do the parties intend this Agreement to create any implied obligations concerning such discretionary rights, duties or powers;
 - (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or
 - (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

Indemnity

14. The Covenantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Agreement, the restrictions or obligations contained in this Agreement or the performance or non-performance by the Covenantor of this Agreement that the City is or may become liable for, incur or suffer.

Priority

15. The Covenantor will do everything necessary, at the Covenantor's expense, to ensure that this Agreement is registered against title to the Lands in priority to all liens, charges and encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

Waiver

16. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

Interpretation

17. In this Agreement:
- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replace, unless otherwise expressly provided;
 - (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, assigns, trustees, administrators and receivers;

- (g) time is of the essence; and
- (h) reference to a “day”, “month” or “year” is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

Further Acts

- 18. The Covenantor will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Severance

- 19. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

- 20. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Enurement

- 21. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

Deed and Contract

- 22. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by this Agreement, the Covenantor and the City have executed the *Land Title Act* Form C or D, as the case may be, attached to and forming part of this Agreement.

CONSENT & PRIORITY

The Lender in consideration of the payment of ONE DOLLAR (\$1.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged) hereby consents to the registration of the Covenant herein granted under Section 219 of the *Land Title Act*, running with the said lands and against the said lands and the Lender hereby postpones all of its rights under the Mortgage and Assignment of Rents registered respectively under No. _____ and _____ (the "Lender Documents") to those rights of the District under the Covenant herein in the same manner and to the same extent and effect as if the Covenant herein had been dated, granted and registered prior to the Lender Documents.

CITY OF MAPLE RIDGE

BYLAW NO. 7477 – 2018

**A Bylaw to authorize the City of Maple Ridge to enter into a
Housing Agreement for 23525 Dogwood Avenue**

WHEREAS pursuant to Section 483 of the Local Government Act, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS Council and James Gordon Richardson and Brenda Shawneen Richardson wish to enter into a housing agreement for the subject property at 23525 Dogwood Avenue;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as “23525 Dogwood Avenue Housing Agreement Bylaw No. 7477-2018”.
2. By this Bylaw Council authorizes the City to enter into a housing agreement with James Gordon Richardson and Brenda Shawneen Richardson, in respect to the following land:

Lot “B”, Section 28, Township 12, New Westminster District, Plan 6734
3. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
4. Schedule A, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
5. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

READ a third time the day of , 2018.

ADOPTED, the day of , 2018.

PRESIDING MEMBER

CORPORATE OFFICER

TERMS OF INSTRUMENT – PART 2
SECTION 219 COVENANT AND HOUSING AGREEMENT
(2018-200-RZ)

BETWEEN:

James Gordon Richardson and Brenda Shawneen Richardson
23525 Dogwood Avenue, Maple Ridge, BC, V2X 4S4

(hereinafter called the "Covenantor")

OF THE FIRST PART

AND:

CITY OF MAPLE RIDGE
11995 Haney Place, Maple Ridge, British Columbia, V2X 6A9

(hereinafter called the "City")

OF THE SECOND PART

WHEREAS:

- A. The Covenantor is the registered owner of certain lands situated in the City of Maple Ridge in the Province of British Columbia, and more particularly known and described as:

PID: 004-537-076 Lot "B", Section 28, Township 12, New Westminster District, Plan 6734

(hereinafter called the "Lands").
- B. The City has adopted an amendment to the City of Maple Ridge Zoning Bylaw No. 3510 - 1985 that authorizes construction of a detached garden suite on the Lands (the "Zoning Amendment Bylaw"), in furtherance of the City's Detached Garden Suite Pilot Project.
- C. The Covenantor has expressed interest in participating in the Detached Garden Suite Pilot Project.
- D. The Detached Garden Suite Pilot Project was initiated by the City with the intent of facilitating increased affordable housing choices in Maple Ridge.

- E. The Covenantor and the City wish to enter into this Agreement to set out the requirements for the development and use of the Detached Garden Suite to be constructed on the Lands, to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*.
- F. The City has adopted a bylaw under section 483 of the *Local Government Act* to authorize this Agreement as a housing agreement.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Covenantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to section 483 of the *Local Government Act* and section 219 of the *Land Title Act* (British Columbia) as follows:

Definitions

- 1. In this Agreement:
 - (a) “Lands” means the land described in Item 2 of the General Instrument to which these, including any buildings now or hereafter located on the aforementioned land, and any part or a portion of such land or building into which said land or building is or may at any time be subdivided;
 - (b) “Design Professional” means the registered architect or other qualified professional retained by the Covenantor to design and prepare building permit drawings for the Detached Garden Suite;
 - (c) “Detached Garden Suite” has the same meaning as under the Zoning Bylaw;
 - (d) “Occupancy Permit” means an occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012;
 - (e) “One Family Residential” has the same meaning as under the Zoning Bylaw;
 - (f) “One Family Residential Structure” means a building containing a one family residential use, whether with or without a secondary suite;
 - (g) “Provisional Occupancy Permit” means a provisional occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012;
 - (h) “Secondary Suite Residential Use” has the same meaning as under the Zoning Bylaw; and
 - (i) “Tourist Accommodation” has the same meaning as under the Zoning Bylaw.

Use and Occupancy

2. At all times that there exists on the Lands an authorized one family residential structure, and authorized Detached Garden Suite and an authorized Secondary Suite, one or the other of them must be occupied by the registered owner in fee simple of the Lands as his or her principal residence.
3. The Covenantor must not use or permit the use of the Detached Garden Suite as tourist accommodation.

Off Street Parking

4. The Covenantor must provide and maintain a separate off-street parking space on the Lands, in accordance with the requirements of the Zoning Bylaw, for each authorized Detached Garden Suite and authorized Secondary Suite Residential Use on the Lands.

Development of and Commencement of Occupancy of Detached Garden Suite

5. The Covenantor must:
 - (a) make all reasonable efforts to commence construction of the Detached Garden Suite, in accordance with the requirements of this Agreement, within thirty days following adoption of the Zoning Amendment Bylaw and Housing Agreement Bylaw; and
 - (b) ensure that by March 2, 2019, construction of the Detached Garden Suite is completed to the point where the City's Chief Building Official may issue a provisional occupancy permit. Any amendments to this completion date must be mutually agreed upon by both parties.
6. The Covenantor must submit to the City, with the application for a building permit for the Detached Garden Suite, an agreement signed by the Covenantors and the Design Professional, in a form and on terms that are satisfactory to the City, transferring the ownership and copyright in the Design Professional's plans and designs for the Detached Garden Suite to the City, on terms that will allow other residents of the City use of those plans and designs as building permit plans for similar Detached Garden Suites.
7. The Covenantor must not commence the construction of the Detached Garden Suite until the agreement required under section 6 of this Agreement has been delivered to the City.
8. For a period of two months following the issuance of the provisional occupancy permit for the Detached Garden Suite, the Covenantors must not use or permit any use or occupancy of the Detached Garden Suite other than for public tours conducted by the City as part of the City's Detached Garden Suite Pilot Project.
9. The Covenantor must ensure that following completion of the public tour period referred to in section 5, the Detached Garden Suite meets all conditions under the City of Maple Ridge Building Bylaw No. 6925 – 2012 for the issuance of an occupancy permit.

Specific Performance

10. The Covenantor agrees that because of the public interest in ensuring that all of the matters described in this Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.

Notice of Housing Agreement

11. For clarity, the Covenantor acknowledges and agrees that:
- (a) this Agreement constitutes both a covenant under section 219 of the *Land Title Act* and a Housing Agreement entered into under section 483 of the *Local Government Act*;
 - (b) the City is required to file a notice of Housing Agreement in the Land Title Office against title to the Lands; and
 - (c) once such a notice is filed, this Agreement binds all persons who acquire an interest in the Lands as a Housing Agreement under section 483 of the *Local Government Act*.

No Obligation to Enforce

12. The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.

No Effect on Laws or Powers

13. This Agreement does not:
- (a) affect or limit the discretion, rights, duties, or powers of the City or the Approving Officer for the City under the common law or any statute, bylaw, or other enactment, nor does this Agreement date or give rise to, nor do the parties intend this Agreement to create any implied obligations concerning such discretionary rights, duties or powers;
 - (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or
 - (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

Indemnity

14. The Covenantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Agreement, the restrictions or obligations contained in this Agreement or the performance or non-performance by the Covenantor of this Agreement that the City is or may become liable for, incur or suffer.

Priority

15. The Covenantor will do everything necessary, at the Covenantor's expense, to ensure that this Agreement is registered against title to the Lands in priority to all liens, charges and encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

Waiver

16. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

Interpretation

17. In this Agreement:
- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
 - (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, assigns, trustees, administrators and receivers;

- (g) time is of the essence; and
- (h) reference to a “day”, “month” or “year” is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

Further Acts

- 18. The Covenantor will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Severance

- 19. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

- 20. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Enurement

- 21. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

Deed and Contract

- 22. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by this Agreement, the Covenantor and the City have executed the *Land Title Act* Form C or D, as the case may be, attached to and forming part of this Agreement.

CONSENT & PRIORITY

The Lender in consideration of the payment of ONE DOLLAR (\$1.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged) hereby consents to the registration of the Covenant herein granted under Section 219 of the *Land Title Act*, running with the said lands and against the said lands and the Lender hereby postpones all of its rights under the Mortgage and Assignment of Rents registered respectively under No. _____ and _____ (the "Lender Documents") to those rights of the District under the Covenant herein in the same manner and to the same extent and effect as if the Covenant herein had been dated, granted and registered prior to the Lender Documents.

CITY OF MAPLE RIDGE

BYLAW NO. 7478 – 2018

A Bylaw to authorize the City of Maple Ridge to enter into a
Housing Agreement for 12621 Ansell Street

WHEREAS pursuant to Section 483 of the Local Government Act, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS Council and Margaret Elizabeth Crandell wish to enter into a housing agreement for the subject property at 12621 Ansell Street;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as “12621 Ansell Street Housing Agreement Bylaw No. 7478-2018”.
2. By this Bylaw Council authorizes the City to enter into a housing agreement with Margaret Elizabeth Crandell, in respect to the following land:

Lot 2, Section 22, Township 12, New Westminster District, Plan 72087
3. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
4. Schedule A, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
5. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

READ a third time the day of , 2018.

ADOPTED, the day of , 2018.

PRESIDING MEMBER

CORPORATE OFFICER

TERMS OF INSTRUMENT – PART 2
SECTION 219 COVENANT AND HOUSING AGREEMENT
(2018-200-RZ)

BETWEEN:

Margaret Elizabeth Crandell
12621 Ansell Street, Maple Ridge, BC, V4R 1L4

(hereinafter called the "Covenantor")

OF THE FIRST PART

AND:

CITY OF MAPLE RIDGE
11995 Haney Place, Maple Ridge, British Columbia, V2X 6A9

(hereinafter called the "City")

OF THE SECOND PART

WHEREAS:

- A. The Covenantor is the registered owner of certain lands situated in the City of Maple Ridge in the Province of British Columbia, and more particularly known and described as:

PID: 004-417-399 Lot 2, Section 22, Township 12, New Westminster District, Plan 72087

(hereinafter called the "Lands").
- B. The City has adopted an amendment to the City of Maple Ridge Zoning Bylaw No. 3510 - 1985 that authorizes construction of a detached garden suite on the Lands (the "Zoning Amendment Bylaw"), in furtherance of the City's Detached Garden Suite Pilot Project.
- C. The Covenantor has expressed interest in participating in the Detached Garden Suite Pilot Project.
- D. The Detached Garden Suite Pilot Project was initiated by the City with the intent of facilitating increased affordable housing choices in Maple Ridge.

- E. The Covenantor and the City wish to enter into this Agreement to set out the requirements for the development and use of the Detached Garden Suite to be constructed on the Lands, to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*.
- F. The City has adopted a bylaw under section 483 of the *Local Government Act* to authorize this Agreement as a housing agreement.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Covenantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to section 483 of the *Local Government Act* and section 219 of the *Land Title Act* (British Columbia) as follows:

Definitions

- 1. In this Agreement:
 - (a) “Lands” means the land described in Item 2 of the General Instrument to which these, including any buildings now or hereafter located on the aforementioned land, and any part or a portion of such land or building into which said land or building is or may at any time be subdivided;
 - (b) “Design Professional” means the registered architect or other qualified professional retained by the Covenantor to design and prepare building permit drawings for the Detached Garden Suite;
 - (c) “Detached Garden Suite” has the same meaning as under the Zoning Bylaw;
 - (d) “Occupancy Permit” means an occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012;
 - (e) “One Family Residential” has the same meaning as under the Zoning Bylaw;
 - (f) “One Family Residential Structure” means a building containing a one family residential use, whether with or without a secondary suite;
 - (g) “Provisional Occupancy Permit” means a provisional occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012;
 - (h) “Secondary Suite Residential Use” has the same meaning as under the Zoning Bylaw; and
 - (i) “Tourist Accommodation” has the same meaning as under the Zoning Bylaw.

Use and Occupancy

2. At all times that there exists on the Lands an authorized one family residential structure, an authorized Detached Garden Suite and an authorized Secondary Suite, one or the other of them must be occupied by the registered owner in fee simple of the Lands as his or her principal residence.
3. The Covenantor must not use or permit the use of the Detached Garden Suite as tourist accommodation.

Off Street Parking

4. The Covenantor must provide and maintain a separate off-street parking space on the Lands, in accordance with the requirements of the Zoning Bylaw, for each authorized Detached Garden Suite and authorized Secondary Suite Residential Use on the Lands.

Development of and Commencement of Occupancy of Detached Garden Suite

5. The Covenantor must:
 - (a) make all reasonable efforts to commence construction of the Detached Garden Suite, in accordance with the requirements of this Agreement, within thirty days following adoption of the Zoning Amendment Bylaw and Housing Agreement Bylaw; and
 - (b) ensure that by March 2, 2019, construction of the Detached Garden Suite is completed to the point where the City's Chief Building Official may issue a provisional occupancy permit. Any amendments to this completion date must be mutually agreed upon by both parties.
6. The Covenantor must submit to the City, with the application for a building permit for the Detached Garden Suite, an agreement signed by the Covenantors and the Design Professional, in a form and on terms that are satisfactory to the City, transferring the ownership and copyright in the Design Professional's plans and designs for the Detached Garden Suite to the City, on terms that will allow other residents of the City use of those plans and designs as building permit plans for similar Detached Garden Suites.
7. The Covenantor must not commence the construction of the Detached Garden Suite until the agreement required under section 6 of this Agreement has been delivered to the City.
8. For a period of two months following the issuance of the provisional occupancy permit for the Detached Garden Suite, the Covenantors must not use or permit any use or occupancy of the Detached Garden Suite other than for public tours conducted by the City as part of the City's Detached Garden Suite Pilot Project.
9. The Covenantor must ensure that following completion of the public tour period referred to in section 5, the Detached Garden Suite meets all conditions under the City of Maple Ridge Building Bylaw No. 6925 – 2012 for the issuance of an occupancy permit.

Specific Performance

10. The Covenantor agrees that because of the public interest in ensuring that all of the matters described in this Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.

Notice of Housing Agreement

11. For clarity, the Covenantor acknowledges and agrees that:
- (a) this Agreement constitutes both a covenant under section 219 of the *Land Title Act* and a Housing Agreement entered into under section 483 of the *Local Government Act*;
 - (b) the City is required to file a notice of Housing Agreement in the Land Title Office against title to the Lands; and
 - (c) once such a notice is filed, this Agreement binds all persons who acquire an interest in the Lands as a Housing Agreement under section 483 of the *Local Government Act*.

No Obligation to Enforce

12. The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.

No Effect on Laws or Powers

13. This Agreement does not:
- (a) affect or limit the discretion, rights, duties, or powers of the City or the Approving Officer for the City under the common law or any statute, bylaw, or other enactment, nor does this Agreement date or give rise to, nor do the parties intend this Agreement to create any implied obligations concerning such discretionary rights, duties or powers;
 - (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or
 - (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

Indemnity

14. The Covenantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Agreement, the restrictions or obligations contained in this Agreement or the performance or non-performance by the Covenantor of this Agreement that the City is or may become liable for, incur or suffer.

Priority

15. The Covenantor will do everything necessary, at the Covenantor's expense, to ensure that this Agreement is registered against title to the Lands in priority to all liens, charges and encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

Waiver

16. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

Interpretation

17. In this Agreement:
 - (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replace, unless otherwise expressly provided;
 - (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, assigns, trustees, administrators and receivers;

- (g) time is of the essence; and
- (h) reference to a “day”, “month” or “year” is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

Further Acts

- 18. The Covenantor will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Severance

- 19. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

- 20. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Enurement

- 21. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

Deed and Contract

- 22. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by this Agreement, the Covenantor and the City have executed the *Land Title Act* Form C or D, as the case may be, attached to and forming part of this Agreement.

CONSENT & PRIORITY

The Lender in consideration of the payment of ONE DOLLAR (\$1.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged) hereby consents to the registration of the Covenant herein granted under Section 219 of the *Land Title Act*, running with the said lands and against the said lands and the Lender hereby postpones all of its rights under the Mortgage and Assignment of Rents registered respectively under No. _____ and _____ (the "Lender Documents") to those rights of the District under the Covenant herein in the same manner and to the same extent and effect as if the Covenant herein had been dated, granted and registered prior to the Lender Documents.

CITY OF MAPLE RIDGE

BYLAW NO. 7479 – 2018

**A Bylaw to authorize the City of Maple Ridge to enter into a
Housing Agreement for 10861 Morrisette Place**

WHEREAS pursuant to Section 483 of the Local Government Act, as amended, Council may, by bylaw, enter into a housing agreement under that Section;

AND WHEREAS Council and Ramandeep Kaur Dhaliwal and Swaranjit Kaur Dhaliwal wish to enter into a housing agreement for the subject property at 10861 Morrisette Place;

NOW THEREFORE, the Municipal Council of the City of Maple Ridge, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as “10861 Morrisette Place Housing Agreement Bylaw No. 7479-2018”.
2. By this Bylaw Council authorizes the City to enter into a housing agreement with Ramandeep Kaur Dhaliwal and Swaranjit Kaur Dhaliwal, in respect to the following land:

Lot 8, Section 11, Township 12, New Westminster District, Plan EPP67241
3. The Mayor and Corporate Officer are authorized to execute the housing agreement and all incidental instruments on behalf of the City of Maple Ridge.
4. Schedule A, attached to this Bylaw, is incorporated into and forms part of this Bylaw.
5. This bylaw shall take effect as of the date of adoption hereof.

READ a first time the day of , 2018.

READ a second time the day of , 2018.

READ a third time the day of , 2018.

ADOPTED, the day of , 2018.

PRESIDING MEMBER

CORPORATE OFFICER

TERMS OF INSTRUMENT – PART 2
SECTION 219 COVENANT AND HOUSING AGREEMENT
(2018-200-RZ)

BETWEEN:

Ramandeep Kaur Dhaliwal and Swaranjit Kaur Dhaliwal
10861 Morrisette Place, Maple Ridge, BC

(hereinafter called the "Covenantor")

OF THE FIRST PART

AND:

CITY OF MAPLE RIDGE
11995 Haney Place, Maple Ridge, British Columbia, V2X 6A9

(hereinafter called the "City")

OF THE SECOND PART

WHEREAS:

- A. The Covenantor is the registered owner of certain lands situated in the City of Maple Ridge in the Province of British Columbia, and more particularly known and described as:
- PID: 030-313-392 Lot 8, Section 11, Township 12, New Westminster District, Plan EPP67241
- (hereinafter called the "Lands").
- B. The City has adopted an amendment to the City of Maple Ridge Zoning Bylaw No. 3510 - 1985 that authorizes construction of a Detached Garden Suite and a Secondary Suite on the Lands (the "Zoning Amendment Bylaw"), in furtherance of the City's Detached Garden Suite Pilot Project.
- C. The Covenantor has expressed interest in participating in the Detached Garden Suite Pilot Project.
- D. The Detached Garden Suite Pilot Project was initiated by the City with the intent of facilitating increased affordable housing choices in Maple Ridge.

- E. The Covenantor and the City wish to enter into this Agreement to set out the requirements for the development and use of the Detached Garden Suite and Secondary Suite to be constructed on the Lands, to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under section 483 of the *Local Government Act*.
- F. The City has adopted a bylaw under section 483 of the *Local Government Act* to authorize this Agreement as a housing agreement.

NOW THEREFORE in consideration of the premises and the covenants herein contained, the payment of the sum of One Dollar (\$1.00) paid by the City to the Covenantor, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree, pursuant to section 483 of the *Local Government Act* and section 219 of the *Land Title Act* (British Columbia) as follows:

Definitions

1. In this Agreement:
- (a) “Lands” means the land described in Item 2 of the General Instrument to which these, including any buildings now or hereafter located on the aforementioned land, and any part or a portion of such land or building into which said land or building is or may at any time be subdivided;
 - (b) “Design Professional” means the registered architect or other qualified professional retained by the Covenantor to design and prepare building permit drawings for the Detached Garden Suite;
 - (c) “Detached Garden Suite” has the same meaning as under the Zoning Bylaw;
 - (d) “Occupancy Permit” means an occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012;
 - (e) “One Family Residential” has the same meaning as under the Zoning Bylaw;
 - (f) “One Family Residential Structure” means a building containing a one family residential use, whether with or without a secondary suite;
 - (g) “Provisional Occupancy Permit” means a provisional occupancy permit that is issued in accordance with the requirements of the City of Maple Ridge Building Bylaw No. 6925 – 2012;
 - (h) “Secondary Suite Residential Use” has the same meaning as under the Zoning Bylaw; and
 - (i) “Tourist Accommodation” has the same meaning as under the Zoning Bylaw.

Use and Occupancy

2. At all times that there exists on the Lands a one family residential structure, an authorized Detached Garden Suite and an authorized Secondary Suite, one or the other of them must be occupied by the registered owner in fee simple of the Lands as his or her principal residence.
3. The Covenantor must not use or permit the use of the Detached Garden Suite as tourist accommodation.

Off Street Parking

4. The Covenantor must provide and maintain a separate off-street parking space on the Lands, in accordance with the requirements of the Zoning Bylaw, for each authorized Detached Garden Suite and authorized Secondary Suite Residential Use on the Lands.

Development of and Commencement of Occupancy of Detached Garden Suite

5. The Covenantor must:
 - (a) make all reasonable efforts to commence construction of the Detached Garden Suite, in accordance with the requirements of this Agreement, within thirty days following adoption of the Zoning Amendment Bylaw and Housing Agreement Bylaw; and
 - (b) ensure that by March 2, 2019, construction of the Detached Garden Suite is completed to the point where the City's Chief Building Official may issue a provisional occupancy permit. Any amendments to this completion date must be mutually agreed upon by both parties.
6. The Covenantor must submit to the City, with the application for a building permit for the Detached Garden Suite, an agreement signed by the Covenantors and the Design Professional, in a form and on terms that are satisfactory to the City, transferring the ownership and copyright in the Design Professional's plans and designs for the Detached Garden Suite to the City, on terms that will allow other residents of the City use of those plans and designs as building permit plans for similar Detached Garden Suites.
7. The Covenantor must not commence the construction of the Detached Garden Suite until the agreement required under section 6 of this Agreement has been delivered to the City.
8. For a period of two months following the issuance of the provisional occupancy permit for the Detached Garden Suite, the Covenantors must not use or permit any use or occupancy of the Detached Garden Suite other than for public tours conducted by the City as part of the City's Detached Garden Suite Pilot Project.
9. The Covenantor must ensure that following completion of the public tour period referred to in section 5, the Detached Garden Suite meets all conditions under the City of Maple Ridge Building Bylaw No. 6925 – 2012 for the issuance of an occupancy permit.

Specific Performance

10. The Covenantor agrees that because of the public interest in ensuring that all of the matters described in this Agreement are complied with, the public interest strongly favours the award of a prohibitory or mandatory injunction, or an order for specific performance or other specific relief, by the Supreme Court of British Columbia at the instance of the City, in the event of an actual or threatened breach of this Agreement.

Notice of Housing Agreement

11. For clarity, the Covenantor acknowledges and agrees that:
- (a) this Agreement constitutes both a covenant under section 219 of the *Land Title Act* and a Housing Agreement entered into under section 483 of the *Local Government Act*;
 - (b) the City is required to file a notice of Housing Agreement in the Land Title Office against title to the Lands; and
 - (c) once such a notice is filed, this Agreement binds all persons who acquire an interest in the Lands as a Housing Agreement under section 483 of the *Local Government Act*.

No Obligation to Enforce

12. The rights given to the City by this Agreement are permissive only and nothing in this Agreement imposes any legal duty of any kind on the City to anyone, or obliges the City to enforce this Agreement, to perform any act or to incur any expense in respect of this Agreement.

No Effect on Laws or Powers

13. This Agreement does not:
- (a) affect or limit the discretion, rights, duties, or powers of the City or the Approving Officer for the City under the common law or any statute, bylaw, or other enactment, nor does this Agreement date or give rise to, nor do the parties intend this Agreement to create any implied obligations concerning such discretionary rights, duties or powers;
 - (b) affect or limit the common law or any statute, bylaw or other enactment applying to the Lands; or
 - (c) relieve the owner from complying with any common law or any statute, regulation, bylaw or other enactment.

Indemnity

14. The Covenantor hereby releases the City, and indemnifies and saves the City harmless, from and against any and all actions, causes of actions, suits, claims (including claims for injurious affection), cost (including legal fees and disbursements), expenses, debts, demands, losses (including economic loss) and liabilities of whatsoever kind arising out of or in any way due or relating to the granting or existence of this Agreement, the restrictions or obligations contained in this Agreement or the performance or non-performance by the Covenantor of this Agreement that the City is or may become liable for, incur or suffer.

Priority

15. The Covenantor will do everything necessary, at the Covenantor's expense, to ensure that this Agreement is registered against title to the Lands in priority to all liens, charges and encumbrances registered or pending registration against title to the Lands, save and except those specifically approved in writing by the City and those in favour of the City.

Waiver

16. An alleged waiver of any breach of this Agreement is effective only if it is an express waiver in writing of the breach. A waiver of a breach of this Agreement does not operate as a waiver of any other breach of this Agreement.

Interpretation

17. In this Agreement:
- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - (b) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
 - (c) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - (d) the word "enactment" has the meaning given to it in the *Interpretation Act* (British Columbia) on the reference date of this Agreement;
 - (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
 - (f) reference to "party" or the "parties" is a reference to a party, or the parties, to this Agreement and their respective successors, assigns, trustees, administrators and receivers;

- (g) time is of the essence; and
- (h) reference to a “day”, “month” or “year” is a reference to a calendar day, calendar month, or calendar year unless otherwise expressly provided.

Further Acts

- 18. The Covenantor will do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

Severance

- 19. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

No Other Agreements

- 20. This Agreement is the entire agreement between the parties regarding its subject and it terminates and supersedes all other agreements and arrangements regarding its subject.

Enurement

- 21. This Agreement binds the parties to it and their respective successors, heirs, executors and administrators.

Deed and Contract

- 22. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by this Agreement, the Covenantor and the City have executed the *Land Title Act* Form C or D, as the case may be, attached to and forming part of this Agreement.

CONSENT & PRIORITY

The Lender in consideration of the payment of ONE DOLLAR (\$1.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged) hereby consents to the registration of the Covenant herein granted under Section 219 of the *Land Title Act*, running with the said lands and against the said lands and the Lender hereby postpones all of its rights under the Mortgage and Assignment of Rents registered respectively under No. _____ and _____ (the "Lender Documents") to those rights of the District under the Covenant herein in the same manner and to the same extent and effect as if the Covenant herein had been dated, granted and registered prior to the Lender Documents.



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: 22270 128 Avenue – Request for Sanitary Service Connection Outside Urban Containment Boundary

MEETING DATE: June 26, 2018
FILE NO: 11-5245-01
MEETING: Council

EXECUTIVE SUMMARY;

The owners at 22270 128 Avenue are in the preliminary stages of a building permit application to construct a new single family dwelling on the property in addition to the existing mixed-use building as permitted by zoning. The property is outside the Urban Containment Boundary (UCB) although the existing mixed use structure is serviced with a municipal sanitary service connection that was installed in 2006.

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.

The additional dwelling 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.

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

RECOMMENDATION:

THAT the request to provide a sanitary service connection to 22270 128 Avenue be supported and forwarded to the Greater Vancouver Sewerage and Drainage District Board for consideration.

DISCUSSION:

a) Background Context:

The owners at 22270 128 Avenue are in the preliminary stages of a building permit application to construct a new single family dwelling on the property in addition to the existing mixed-use building as permitted by zoning. The property is outside the Urban Containment Boundary (UCB) although the existing mixed use structure is serviced with a municipal sanitary service connection that was installed in 2006.

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 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 dwelling 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 owners 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 proposed dwelling.

c) Alternatives:

Not supporting the request would prevent the applicant from connecting to the regional collection system and require construction of a septic field.

CONCLUSIONS:

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.

"Original signed by Eric Morin"

Submitted by: **Eric Morin, ASCT, CPWI 1**
Engineering Technologist

"Original signed by David Pollock"

Reviewed by: **David Pollock, PEng.**
Municipal Engineer

"Original signed Frank Quinn"

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

"Original signed by Paul Gill"

Concurrence: **Paul Gill, CPA, CGA**
Chief Administrative Officer



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
MEETING DATE: June 26, 2018

FROM: Chief Administrative Officer
MEETING: Council

SUBJECT: Maple Ridge Ticket Information Utilization Amending Bylaw No.7468-2018

EXECUTIVE SUMMARY:

The purpose of this report is to present the Maple Ridge Ticket Information Utilization Amending Bylaw No.7468-2018 (Appendix I) to amend the fine schedule to coincide with the amendments to the Maple Ridge Soil Deposit Regulation Bylaw and the new Maple Ridge Wildlife and Vector Control Bylaw.

The Maple Ridge Ticket Information Utilization Amending Bylaw No.7456-2018 has been prepared in response to the adoption of amendments to the Maple Ridge Soil Deposit Regulation Bylaw and to the adoption of the new Maple Ridge Wildlife and Vector Control Bylaw. As these amendments include new sections as well as renumbering of old sections, the fine schedule in the Ticket Utilization Bylaw must change in order to maintain consistency with both bylaws.

RECOMMENDATION(S):

That Maple Ridge Ticket Information Utilization Amending Bylaw No.7468-2018 be given first, second and third readings.

DISCUSSION:

Staff continually review City of Maple Ridge bylaws to ensure that they are current and consistent. When changes are made to one bylaw it can affect complementing bylaws. In this case, it was determined that some significant amendments needed to be made to the Soil Deposit Bylaw. As the Ticket Information Bylaw is a vehicle for compliance measures with any City bylaw, the sections must coincide exactly. The new Wildlife and Vector Control Bylaw requires a new fine schedule to be added to the MTI Bylaw in order to achieve compliance with this new bylaw.

CONCLUSIONS:

Maple Ridge Ticket Information Utilization Amending Bylaw No.7456-2018 ensures that there are appropriate measures for dealing with infractions of both the Maple Ridge Soil Deposit Regulation Bylaw and the Maple Ridge Wildlife and Vector Control Bylaw.

“Original signed by R. MacNair”

Prepared by: **R. MacNair**
Manager Bylaw & Licensing Services

“Original signed by Frank Quinn”

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

“Original signed by Paul Gill”

Concurrence: **Paul Gill, CPA, CGA**
Chief Administrative Officer

1114

City of Maple Ridge

Maple Ridge Ticket Information Utilization Amending Bylaw No.7468-2018

A bylaw to amend Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012

WHEREAS the Council of The City of Maple Ridge deems it expedient to amend the Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012

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

1. This bylaw may be cited as Maple Ridge Ticket Information Utilization Amending Bylaw No. 7468-2018
2. Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012 is amended by adding to Schedule 21 in between Section 5.12.2 and 5.14.5 the following fine:

	Section	Fine
Fail to remove soil	5.14.5	\$1000.00

3. Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012 is amended by changing the current Schedule 29 to read Schedule 30;
4. Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012 is amended by adding the following new schedule after Schedule 28 and labelling it Schedule 29:

Schedule 29
Maple Ridge Ticket Information Utilization Bylaw No. 6929-2012

From Maple Ridge Wildlife and Vector Control Bylaw No. 7437 - 2018

	Section	Fine
Attract Wildlife	4.2	\$200.00
Provide food to Wildlife	4.3	\$200.00
Permit accumulation of seed	4.4	\$100.00
Fail to harvest fruit	4.5.1	\$100.00
Fail to remove fallen fruit	4.5.2	\$100.00

APPENDIX I

Bee hives accessible to Wildlife	4.5.3	\$100.00
Grease containers accessible to Wildlife	4.5.4	\$200.00
Refrigerator accessible to Wildlife	4.5.5	\$200.00
Dairy products put into compost piles	4.5.6	\$200.00
Garbage containers accessible to Wildlife	4.5.7	\$200.00
Unlocked resistant container	4.5.8	\$200.00
Place solid waste prior to 5:00 am	4.5.10	\$200.00
Fail to prevent infestation by vermin	4.6	\$200.00

READ A FIRST TIME the ____ day of _____, 2018.

READ A SECOND TIME the ____ day of _____, 2018.

READ A THIRD TIME the ____ day of _____, 2018.

ADOPTED the ____ day of _____, 2018.

PRESIDING MEMBER

CORPORATE OFFICER



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
MEETING DATE: June 26, 2018
FILE NO:
MEETING: Council
SUBJECT: 2017 Annual Report and 2017 Statement of Financial Information

EXECUTIVE SUMMARY:

The 2017 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 2017 Audited Consolidated Financial Statements. These statements were presented to Council at the May 1 Audit & Finance Committee meeting and Council passed a resolution formally accepting the statements at the May 8 Council meeting. The 2017 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 seven 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 2017 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 2017 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 2017 fiscal year. The report was made available for public inspection on May 31 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 26.

The City of Maple Ridge has been a recipient of the Canadian Award for Financial Reporting for the past twenty seven 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 2017 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.

1131

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

- 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 2017 Audited Consolidated Financial Statements was provided at the May 1 Audit & Finance meeting and Council passed a resolution formally accepting the statements at the May 8 Council meeting.

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

"original signed by Trevor Hansvall"

Prepared by: Trevor Hansvall, BBA
Accounting Clerk II

"original signed by Catherine Nolan"

Approved by: Catherine Nolan, CPA, CGA
Corporate Controller

"original signed by Paul Gill"

Concurrence: Paul Gill, BBA, CPA, CGA
Chief Administrative Officer

City of Maple Ridge

Statement of Financial Information

2017



June 11, 2018

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 **2017 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 **2017 Schedule of Guarantee and Indemnity Agreements** includes a list of financial guarantees and indemnity agreements in force at December 31, 2017. The list includes the names of the entities and the amount of money involved.
- The **2017 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 2017. 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 2017. 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 2017 where the amounts paid are less than the \$75,000 threshold.
- The **2017 Statement of Severance Agreements** includes the number of severance agreements made during 2017 by the City in respect of non-union employees and the number of equivalent months' gross salaries represented by these agreements.
- The **2017 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 2017 exceeds \$25,000. In addition, the schedule includes a total of all amounts paid to all other suppliers during 2017 where the amounts paid are less than the \$25,000 threshold.

**City of Maple Ridge
2017 Statement of Financial Information
Table of Contents**

	<u>Page</u>
Audited Financial Statements (including a schedule of debts)	7
Schedule of Guarantee & Indemnity Agreements	40
Schedule of Remuneration & Expenses	41
Statement of Severance Agreements	45
Schedule of Payments for the Provision of Goods & Services	46

City of Maple Ridge

Financial Statements and Auditor's Report

For the Year Ended December 31, 2017



Management's Responsibility for Financial Reporting

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 and as well as the actions of management to implement such recommendations.



Paul Gill, BBA, CPA, CGA
Chief Administrative Officer



Trevor Thompson, BBA, CPA, CGA
Chief Financial Officer



Tel: 604 688 5421
Fax: 604 688 5132
vancouver@bdo.ca
www.bdo.ca

BDO Canada LLP
600 Cathedral Place
925 West Georgia Street
Vancouver BC V6C 3L2 Canada

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of the City of Maple Ridge

We have audited the accompanying consolidated financial statements of the City of Maple Ridge, which comprise the Consolidated Statement of Financial Position as at December 31, 2017, and the Consolidated Statements of Operations, Change in Net Financial Assets and Cash Flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly in all material respects, the financial position of the City of Maple Ridge as at December 31, 2017 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.

BDO Canada LLP

Chartered Professional Accountants

Vancouver, British Columbia
May 8, 2018

Consolidated Statement of Financial Position
as at December 31, 2017

	2017	2016
Financial Assets		
Cash and cash equivalents (Note 1)	\$ 27,631,877	\$ 19,542,094
Portfolio investments (Note 2)	187,717,851	158,579,174
Accounts receivable (Note 3)	14,663,433	16,981,661
Recoverable local improvements (Note 4)	1,126,247	1,211,936
Other assets (Note 5)	763,208	779,296
Inventory available for resale	<u>3,579,094</u>	<u>4,304,688</u>
	235,481,710	201,398,849
Liabilities		
Accounts payable and accrued liabilities (Note 6)	20,795,751	18,649,403
Deferred revenue (Note 8)	14,198,182	11,238,972
Restricted revenue (Note 9)	39,633,654	33,401,914
Refundable performance deposits and other	23,403,713	15,853,204
Employee future benefits (Note 10)	4,567,300	4,704,700
Debt (Note 11, Schedule 4)	<u>28,273,707</u>	<u>31,204,532</u>
	130,872,307	115,052,725
Net Financial Assets	<u>104,609,403</u>	<u>86,346,124</u>
Non Financial Assets		
Tangible capital assets (Note 12, Schedule 5)	976,145,224	960,396,101
Undeveloped land bank properties (Note 13)	15,526,529	15,526,529
Supplies inventory	363,885	355,162
Prepaid expenses	<u>1,294,624</u>	<u>1,277,835</u>
	993,330,262	977,555,627
Accumulated Surplus (Note 14)	<u>\$ 1,097,939,665</u>	<u>\$ 1,063,901,751</u>



Paul Gill, BBA, CPA, CGA
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, 2017

	Actual 2017	Budget 2017 (Note 17)	Actual 2016
Revenue (Segment Report, Note 20)			
Taxes for municipal purposes (Note 15)	\$ 81,729,003	\$ 81,624,555	\$ 77,452,203
User fees and other revenue	42,409,361	40,289,865	43,211,346
Government transfers (Note 16)	3,434,531	7,232,253	2,775,735
Development revenue	8,155,007	40,056,557	17,893,281
Interest and investment income			
Investment Income	561,683		
Interest Income	2,984,982		
Less: Restricted amount	<u>(363,771)</u>		
Interest and investment income	3,182,894	1,898,004	2,478,388
Gaming revenues	1,561,090	1,050,000	1,338,678
Refinancing and asset disposal gains (losses)	(807,330)	1,500,000	(3,833,337)
Contributed tangible capital assets (Note 12)	<u>16,725,863</u>	<u>20,000,000</u>	<u>39,062,791</u>
	156,390,419	193,651,234	180,379,085
Expenses (Segment Report, Note 20)			
Protective services	38,065,340	40,620,751	35,844,566
Transportation services	19,511,458	21,090,430	15,835,722
Recreation and cultural	19,784,632	21,236,613	21,584,478
Water utility	13,305,309	14,560,540	12,628,882
Sewer utility	10,761,203	10,964,767	10,068,307
General government	15,106,167	17,876,072	14,821,099
Planning, public health and other	<u>5,818,396</u>	<u>6,616,582</u>	<u>5,518,328</u>
	122,352,505	132,965,755	116,301,382
Annual Surplus	<u>34,037,914</u>	<u>60,685,479</u>	<u>64,077,703</u>
Accumulated Surplus - beginning of year	<u>1,063,901,751</u>	<u>1,063,901,751</u>	<u>999,824,048</u>
Accumulated Surplus - end of year (Note 14)	<u>\$ 1,097,939,665</u>	<u>\$1,124,587,230</u>	<u>\$1,063,901,751</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, 2017

	Actual 2017	Budget 2017 (Note 17)	Actual 2016
Annual Surplus	\$ 34,037,914	\$ 60,685,479	\$ 64,077,703
Add (Less):			
Change in Tangible Capital Assets			
Acquisition of tangible capital assets	(38,277,439)	(132,222,075)	(71,729,097)
Amortization	20,585,216	19,780,000	18,209,180
Proceeds from disposal of tangible capital assets	278,424	1,500,000	181,645
(Gain) loss on disposal of tangible capital assets	<u>1,664,676</u>	<u>(1,500,000)</u>	<u>3,833,337</u>
	(15,749,123)	(112,442,075)	(49,504,935)
Change in Other Non Financial Assets			
Decrease (increase) in supplies inventory	(8,723)	-	(4,357)
Reclassification of undeveloped land bank	-	-	53,499
Reclassification of tangible capital assets	-	-	-
Increase in prepaid expenses	<u>(16,789)</u>	<u>-</u>	<u>(328,910)</u>
	(25,512)	-	(279,768)
Increase (decrease) in Net Financial Assets	18,263,279	\$ (51,756,596)	14,293,000
Net Financial Assets beginning of the year	<u>86,346,124</u>	<u>86,346,121</u>	<u>72,053,124</u>
Net Financial Assets end of the year	<u>\$ 104,609,403</u>	<u>\$ 34,589,525</u>	<u>\$ 86,346,124</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 Cash Flow
For the year ended December 31, 2017

	Actual	Actual
	2017	2016
Operating transactions		
Annual surplus	\$34,037,914	\$64,077,703
Items not utilizing cash		
Amortization	20,585,216	18,209,180
Loss on disposal of assets	807,520	3,833,337
Contributed tangible capital assets	(16,725,863)	(39,062,791)
Restricted revenues recognized	(7,606,470)	(17,026,027)
	<u>(2,939,597)</u>	<u>(34,046,301)</u>
Change in non-cash operating items		
Increase in prepaid expenses	(16,789)	(328,909)
Decrease (increase) in supplies inventory	(8,723)	(4,357)
Decrease (increase) in accounts receivable	2,318,228	1,941,406
Decrease (increase) in recoverable local improvements	85,689	361,160
Decrease (increase) in other assets	16,088	(21,190)
Increase (decrease) in accounts payable and accrued liabilities	2,146,348	730,522
Increase (decrease) in deferred revenue	2,959,211	571,194
Increase (decrease) in refundable performance deposits	7,550,507	2,002,979
Increase (decrease) in employee future benefits	(137,401)	(203,299)
	<u>14,913,158</u>	<u>5,049,506</u>
Cash provided by operating transactions	<u>46,011,475</u>	<u>35,080,908</u>
Capital transactions		
Proceeds on disposal of assets	1,861,174	181,645
Acquisition of tangible capital assets	(21,551,576)	(32,666,306)
Cash applied to capital transactions	(19,690,402)	(32,484,661)
Investing transactions		
Decrease (increase) in portfolio investments	(29,138,677)	916,766
	<u>(29,138,677)</u>	<u>916,766</u>
Financing transactions		
Debt repayment	(2,930,825)	(2,859,107)
Collection of restricted revenues	13,838,212	8,741,894
Cash applied to financing transactions	10,907,387	5,882,787
Increase (decrease) in cash and cash equivalents	8,089,783	9,395,800
Cash and cash equivalents - beginning of year	<u>19,542,094</u>	<u>10,146,294</u>
Cash and cash equivalents - end of year	<u>\$27,631,877</u>	<u>\$19,542,094</u>
Supplementary information:		
Non-cash transactions:		
Transfer from tangible capital assets to undeveloped land bank	\$ -	\$ -
Transfer from tangible capital assets to inventory available for sale	\$ -	\$ -

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, 2017**

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. 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

Tangible capital assets do not include works of art or historical treasures. Costs related to the acquisition of such items are expensed in the year in which they are acquired.

(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, 2017 or December 31, 2016.

(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 taxes for municipal services 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 2017 component of the Financial Plan Bylaw adopted by Council on May 9, 2017.

(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 20)

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 19)

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, 2017

1. Cash and cash equivalents

Cash and cash equivalents as at December 31, 2017 were comprised as follows:

	<u>Dec 31, 2017</u>	<u>Dec 31, 2016</u>
Cash	\$ 20,631,877	\$ 11,443,946
Cash equivalents	<u>7,000,000</u>	<u>8,098,148</u>
	<u>\$ 27,631,877</u>	<u>\$ 19,542,094</u>

Cash equivalents are comprised of BC Credit Union term deposits with effective interest rates of **1.5% - 1.9%** (1.5% - 1.6% for 2016). Additionally, the City holds cash and cash equivalents of **\$3,288,086** (\$2,633,511 for 2016) and agreements and interest receivable of **\$215,934** (\$187,345 for 2016) for trusts which are not reported elsewhere in the financial statements. They are held for the following trusts:

	Balance Dec 31, 2016	Interest Earned	Receipts	Disbursements	Balance Dec 31, 2017
Latecomer Fees	\$ 40,544	\$ -	\$ 152,478	\$ 108,187	\$ 84,835
Cemetery Perpetual Care	1,090,511	28,976	61,093	28,976	1,151,604
Greater Vancouver Sewer & Drainage District	535,147	-	1,362,049	942,091	955,105
Albion Dyking District	<u>1,154,654</u>	<u>585</u>	<u>262,117</u>	<u>104,880</u>	<u>1,312,476</u>
	<u>\$ 2,820,856</u>	<u>\$ 29,561</u>	<u>\$ 1,837,737</u>	<u>\$ 1,184,134</u>	<u>\$ 3,504,020</u>

2. Portfolio Investments

Portfolio investments include Canadian bank notes and BC Credit Union term deposits with effective interest rates of 1.65% - 2.91%. 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 2017 returns were positive and ranged to 3.64%. Included in interest earnings are gains on investments sold before maturity. In 2017 gains were **\$71,498** (\$0 for 2016). 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, 2017 was **\$187,717,851** (\$158,579,174 for 2016). The market value at December 31, 2017 was **\$187,715,380** (\$158,703,643 for 2016).

3. Accounts Receivable

	<u>2017</u>	<u>2016</u>
Property Taxes	\$ 4,944,597	\$ 5,025,022
Other Governments	2,450,382	4,197,992
General and Accrued Interest	3,856,276	3,920,849
Development Cost Charges	<u>3,472,935</u>	<u>3,877,516</u>
	<u>14,724,190</u>	<u>17,021,379</u>
Less: Allowance for Doubtful Accounts	<u>(60,757)</u>	<u>(39,718)</u>
	<u>\$ 14,663,433</u>	<u>\$ 16,981,661</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 **\$763,208** (\$779,296 for 2016).

6. Accounts Payable and Accrued Liabilities

	<u>2017</u>	<u>2016</u>
Accounts Payable:		
General	\$ 5,587,746	\$ 8,334,403
Other Governments	12,197,994	7,341,118
Salaries and Wages	<u>1,701,308</u>	<u>1,659,815</u>
	19,487,048	17,335,336
Accrued Liabilities:		
Vacation Pay	401,134	368,785
Other Vested Benefits	<u>907,569</u>	<u>945,282</u>
	<u>1,308,703</u>	<u>1,314,067</u>
	<u>\$ 20,795,751</u>	<u>\$ 18,649,403</u>

7. Contingencies, Commitments and Unrecognized Liabilities:

(a) Third Party Claims

Where losses related to litigation are possible and can be reasonably estimated management accrues its best estimate of loss. For 2017 this estimate is **\$171,236** (\$522,834 for 2016). 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

(i) Water

The City has entered into a cost share agreement with the Greater Vancouver Water District for the construction of infrastructure. Under this agreement the City expects to incur costs of approximately **\$400,000** by the time of project completion. The expense is recorded as the related costs are incurred.

(ii) Recreation and Cultural Services

In 1998 the City entered into an agreement to purchase ice sheet time for five years commencing in 1999, with three five-year renewal options. In 2013, the agreement was renewed for an additional five-year period. The minimum annual payment due for the provision of ice time is \$686,225. 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:

	Prepaid Taxes		Connection Revenues	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Beginning balance	\$ 6,437,206	\$ 6,118,372	\$ 724,875	\$ 629,820
Deferred during the year	13,645,937	12,673,842	1,026,652	1,042,486
Revenue recognized	<u>(13,218,876)</u>	<u>(12,355,008)</u>	<u>(716,490)</u>	<u>(947,431)</u>
Ending balance	<u>\$ 6,864,267</u>	<u>\$ 6,437,206</u>	<u>\$ 1,035,037</u>	<u>\$ 724,875</u>

	Other		Total Deferred Revenues	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Beginning balance	\$ 4,076,891	\$ 3,919,585	\$ 11,238,972	\$ 10,667,777
Deferred during the year	4,068,902	2,262,634	18,741,491	15,978,962
Revenue recognized	<u>(1,846,915)</u>	<u>(2,105,328)</u>	<u>(15,782,281)</u>	<u>(15,407,767)</u>
Ending balance	<u>\$ 6,298,878</u>	<u>\$ 4,076,891</u>	<u>\$ 14,198,182</u>	<u>\$ 11,238,972</u>

9. Restricted Revenues

Restricted revenues held by the City were comprised as follows:

	Development Cost Charges		Parkland Acquisition Charges	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Beginning Balance	\$ 26,019,028	\$ 33,971,866	\$ 412,027	\$ 1,203,400
Collections and interest	10,988,859	7,923,252	779,225	209,463
Disbursements - operating	(118,685)	(406,180)	-	-
Disbursements - capital	<u>(7,342,530)</u>	<u>(15,469,910)</u>	<u>(27,301)</u>	<u>(1,000,834)</u>
Ending Balance	<u>\$ 29,546,672</u>	<u>\$ 26,019,028</u>	<u>\$ 1,163,951</u>	<u>\$ 412,029</u>

	Other Restricted Revenues		Total Restricted Revenues	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Beginning Balance	\$ 6,970,857	\$ 6,510,781	\$ 33,401,912	\$ 41,686,047
Collections and interest	2,070,128	609,179	13,838,212	8,741,894
Disbursements - operating	(54,574)	(42,268)	(173,259)	(448,448)
Disbursements - capital	<u>(63,380)</u>	<u>(106,835)</u>	<u>(7,433,211)</u>	<u>(16,577,579)</u>
Ending Balance	<u>\$ 8,923,031</u>	<u>\$ 6,970,857</u>	<u>\$ 39,633,654</u>	<u>\$ 33,401,914</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, 2015 and updated for December 31, 2017. The valuation resulted in an unamortized actuarial loss of **\$364,900** (\$398,200 for 2016) at December 31, 2017. Actuarial gains or losses are amortized over the expected average remaining service life of employees. The benefit liability at December 31, 2017 was **\$4,567,300**, (\$4,704,700 for 2016) comprised as follows:

	<u>2017</u>	<u>2016</u>
Benefit Liability - Beginning of the year	\$ 4,704,700	\$ 4,908,000
Add: Current service costs	343,800	374,500
Interest on accrued benefit obligation	148,300	150,200
Less: Amortization of actuarial loss (gain)	33,300	35,600
Benefits paid during the year	<u>(662,800)</u>	<u>(763,600)</u>
Benefit Liability - End of the year	4,567,300	4,704,700
Add (Less): Unamortized actuarial loss	<u>364,900</u>	<u>398,200</u>
Accrued benefit obligation - End of the year	4,932,200	5,102,900

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

	<u>2017</u>	<u>2016</u>
Discount rate (long-term borrowing rate)	2.90 %	2.90 %
Expected future inflation rate	2.00 %	2.00 %
Merit and inflationary wage and salary increases averaging	3.04 %	3.04 %
Estimated average remaining service life of employees (years)	13.0	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>
2018	\$ 2,129,744
2019	2,172,036
2020	2,215,521
2021	2,260,235
2022	2,306,211
Thereafter	12,253,117
Sinking Fund Contributions	<u>4,936,843</u>
Debt principal repayments	<u>\$ 28,273,707</u>

The City has the following authorized but un-issued long term debt as at December 31, 2017:

<u>L/A Bylaw</u>	<u>L/A Amount</u>
#6558	\$ 6,000,000
#6560	275,000
#6679	<u>1,100,000</u>
	<u>\$ 7,375,000</u>

12. Tangible Capital Assets

	<u>Net book value</u>	
	<u>2017</u>	<u>2016</u>
Land	\$ 226,003,706	\$ 215,898,649
Buildings	44,141,166	45,632,627
Transportation network	218,934,481	223,230,279
Storm sewer system	206,751,562	201,919,428
Fleet and equipment	14,680,214	13,625,491
Technology	4,516,466	4,751,490
Water system	116,201,245	113,622,225
Sanitary sewer system	128,186,305	126,551,687
Other	<u>16,730,081</u>	<u>15,164,227</u>
	<u>\$ 976,145,224</u>	<u>\$ 960,396,101</u>

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

During the year there were no write-downs of assets (2016 - \$Nil) and no interest was capitalized (2016 - \$Nil). In addition, roads and related infrastructure, underground networks and land contributed to the City totaled **\$16,725,863** (\$39,062,791 for 2016) and were capitalized at their fair value at the time of receipt.

Works of art, artifacts, cultural and historic assets are not recorded as assets in the 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 **\$1,097,939,665** (\$1,063,091,751 for 2016) and is distributed as follows:

		<u>2017</u>	<u>2016</u>
Operating surplus (Schedule 1)	General	\$ 10,011,882	\$ 9,285,688
	Sewer	8,935,862	8,144,538
	Water	<u>12,840,034</u>	<u>11,296,039</u>
		31,787,778	28,726,265
Equity in the capital funds (Schedule 2)	General	721,401,366	709,048,629
	Sewer	129,423,192	127,032,307
	Water	<u>117,671,736</u>	<u>114,453,816</u>
		968,496,294	950,534,752
Reserves (Schedule 3)	Funds	41,639,403	38,755,844
	Accounts	<u>56,016,190</u>	<u>45,884,890</u>
		97,655,593	84,640,734
Accumulated Surplus		<u>\$ 1,097,939,665</u>	<u>\$ 1,063,901,751</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>2017</u>	<u>2017 Budget</u>	<u>2016</u>
Municipal Tax Levies	\$ 81,729,003	\$ 81,624,555	\$ 77,452,203
Levies for other authorities			
School taxes	34,552,104	33,447,351	32,805,061
Greater Vancouver Transit Authority	5,622,711	5,538,987	5,397,878
British Columbia Assessment	995,188	949,329	925,179
Greater Vancouver Regional District	958,555	915,066	892,390
Dyking Districts	616,936	523,716	558,943
Municipal Finance Authority	<u>4,328</u>	<u>3,358</u>	<u>3,272</u>
Total Collections for Others	<u>42,749,822</u>	<u>41,377,807</u>	<u>40,582,723</u>
Total Tax Levies	<u>\$ 124,478,825</u>	<u>\$ 123,002,362</u>	<u>\$ 118,034,926</u>

16. Government Transfers

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

	<u>2017</u>		<u>2016</u>	
	Capital	Operating	Capital	Operating
Federal Gov't	\$ 136,508	\$ 353,137	\$ 5,141	\$ 289,215
Provincial Gov't	186,465	1,293,903	233,219	1,167,396
TransLink	116,794	1,092,910	371,777	497,800
Other	<u>176,932</u>	<u>77,882</u>	<u>160,802</u>	<u>50,385</u>
Total	<u>\$ 616,699</u>	<u>\$ 2,817,832</u>	<u>\$ 770,939</u>	<u>\$ 2,004,796</u>

17. Budget

Budget amounts represent the Financial Plan Bylaw adopted by Council on May 9, 2017. 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:

	Financial Plan Bylaw	Financial Statement Budget
Revenue		
Taxation	\$ 81,624,555	\$ 81,624,555
User fees and other revenue	40,289,865	40,289,865
Other	51,736,814	51,736,814
Contributed subdivision infrastructure	<u>20,000,000</u>	<u>20,000,000</u>
Total Revenue	<u>193,651,234</u>	<u>193,651,234</u>
Expenses		
Protective services	40,620,751	40,620,751
Transportation services	21,090,430	21,090,430
Recreation and cultural	21,236,613	21,236,613
Water utility	14,560,540	14,560,540
Sewer utility	10,964,767	10,964,767
General Government	17,876,072	17,876,072
Planning, public health and other	<u>6,616,582</u>	<u>6,616,582</u>
Total expenses	<u>132,965,755</u>	<u>132,965,755</u>
Annual Surplus	<u>\$ 60,685,479</u>	<u>\$ 60,685,479</u>
Less:		
Capital expenditures	132,222,075	
Debt repayment	3,703,615	
Add:		
Interfund transfers	42,414,113	
Amortization	19,780,000	
Borrowing proceeds	<u>13,046,098</u>	
	<u>\$ -</u>	

18. Expenditures and Expenses by Object

	Capital		2017 Total	2017 Budget	2016 Total
	Operations	Acquisitions			
Goods and services	\$ 57,540,668	\$ 20,669,161	\$ 78,209,829	\$ 179,304,581	\$ 85,967,417
Wages and salaries	42,506,084	882,415	43,388,499	44,097,000	42,941,796
Interest	<u>1,720,537</u>	-	<u>1,720,537</u>	<u>2,006,249</u>	<u>1,849,295</u>
Total Expenditures	101,767,289	21,551,576	123,318,865	225,407,830	130,758,508
Amortization expenses	20,585,216	-	20,585,216	19,780,000	18,209,180
Contributed tangible capital assets	<u>-</u>	<u>16,725,863</u>	<u>16,725,863</u>	<u>20,000,000</u>	<u>39,062,791</u>
Total Expenditures and Expenses	<u>\$ 122,352,505</u>	<u>\$ 38,277,439</u>	<u>\$ 160,629,944</u>	<u>\$ 265,187,830</u>	<u>\$ 188,030,479</u>

19. 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, 2016, the plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 38,000 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 **\$3,436,295** (2016 \$3,440,174) for employer contributions while employees contributed **\$2,817,284** (2016 \$2,778,065) to the plan in fiscal 2017.

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.

20. 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 and expenses that cannot be directly attributed to the activities of an identified functional segment.

Intentional Blank

Consolidated Report of Segmented Revenue and Expenses

For the year ended December 31, 2017

	Protective Services	Transportation Services	Recreation and Cultural	Water Utility	Sewer Utility
Revenue					
Tax revenue	\$ -	\$ -	\$ -	\$ 130,677	\$ 905,380
Other revenues	5,735,485	758,536	3,363,415	16,589,309	9,868,103
Government transfers	105,727	1,582,340	583,119	-	129,778
Development revenue	10,837	2,055,404	2,039,808	2,251,480	1,530,704
Interest and investment income	-	-	-	-	-
Gaming Revenues					
Refinancing & asset disposal gain(loss)	22,617	(1,176,533)	(37,975)	(176,025)	(245,604)
Contributed infrastructure	-	10,484,830	3,060,831	1,246,034	1,893,166
Total Revenue	<u>5,874,666</u>	<u>13,704,577</u>	<u>9,009,198</u>	<u>20,041,475</u>	<u>14,081,527</u>
Expenses					
Operating:					
Goods and services	21,323,878	3,208,702	8,602,356	9,727,741	7,683,698
Labour	15,393,349	5,857,899	8,060,999	1,465,461	570,559
Debt Servicing	<u>12,471</u>	<u>(22,198)</u>	<u>863,578</u>	<u>-</u>	<u>-</u>
Sub total	36,729,698	9,044,403	17,526,933	11,193,202	8,254,257
Amortization	<u>1,335,642</u>	<u>10,467,055</u>	<u>2,257,699</u>	<u>2,112,107</u>	<u>2,506,946</u>
Total Expenses	<u>38,065,340</u>	<u>19,511,458</u>	<u>19,784,632</u>	<u>13,305,309</u>	<u>10,761,203</u>
Excess (deficiency) of revenue over expenses	<u>\$ (32,190,674)</u>	<u>\$ (5,806,881)</u>	<u>\$ (10,775,434)</u>	<u>\$ 6,736,166</u>	<u>\$ 3,320,324</u>

General Government	Commercial Tower	Planning Public Health & Other	Unallocated	Total 2017 Actual	Total Budget	Total 2016 Actual
\$ -	\$ -	\$ 2,012,967	\$ 78,679,979	\$ 81,729,003	\$ 81,624,555	\$ 77,452,203
1,694,500	1,554,662	2,845,351	-	42,409,361	40,289,865	43,211,346
970,939	-	62,628	-	3,434,531	7,232,253	2,775,735
251,524	-	15,250	-	8,155,007	40,056,557	17,893,281
-	-	-	3,182,894	3,182,894	1,898,004	2,478,388
-	-	-	1,561,090	1,561,090	1,050,000	1,338,678
812,583	-	(6,583)	190	(807,330)	1,500,000	(3,833,337)
<u>41,002</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,725,863</u>	<u>20,000,000</u>	<u>39,062,791</u>
3,770,548	1,554,662	4,929,613	83,424,153	156,390,419	193,651,234	180,379,085
3,640,736	510,892	2,842,665	-	57,540,668	67,082,506	54,224,117
8,459,391	-	2,698,426	-	42,506,084	44,097,000	42,018,791
<u>267,951</u>	<u>544,011</u>	<u>54,724</u>	<u>-</u>	<u>1,720,537</u>	<u>2,006,249</u>	<u>1,849,294</u>
12,368,078	1,054,903	5,595,815	-	101,767,289	113,185,755	98,092,202
<u>1,683,186</u>	<u>-</u>	<u>222,581</u>	<u>-</u>	<u>20,585,216</u>	<u>19,780,000</u>	<u>18,209,180</u>
<u>14,051,264</u>	<u>1,054,903</u>	<u>5,818,396</u>	<u>-</u>	<u>122,352,505</u>	<u>132,965,755</u>	<u>116,301,382</u>
\$ <u>(10,280,716)</u>	\$ <u>499,759</u>	\$ <u>(888,783)</u>	\$ <u>83,424,153</u>	\$ <u>34,037,914</u>	\$ <u>60,685,479</u>	\$ <u>64,077,703</u>

Schedule of Change in Operating Accumulated Surplus

For the year ended December 31, 2017

	Actual 2017	Budget 2017	Actual 2016
Revenue			
Taxes for municipal purposes	\$ 81,729,003	\$ 81,624,555	\$ 77,452,203
User fees and other revenues	42,409,361	40,289,865	43,211,346
Government transfers	2,817,832	2,792,386	2,004,796
Development Revenue	612,917	(4,811,393)	1,003,410
Interest and investment income	2,334,227	1,323,004	1,717,684
Gaming revenues	1,561,090	1,050,000	1,338,678
Refinancing and other gains	<u>1,861,363</u>	<u>1,500,000</u>	<u>181,645</u>
	133,325,793	123,768,417	126,909,762
Expenses			
Protective services	36,729,698	39,270,751	34,523,641
Transportation services	9,044,403	11,130,430	8,362,432
Recreation and cultural	17,526,933	19,026,613	18,630,397
Water utilities	11,193,202	12,540,540	10,453,276
Sewer utilities	8,254,257	8,574,767	7,626,314
General government	13,422,981	16,286,072	13,225,196
Public and environmental health	<u>5,595,815</u>	<u>6,356,582</u>	<u>5,270,947</u>
	101,767,289	113,185,755	98,092,203
Annual Surplus	31,558,504	10,582,662	28,817,559
Internal transfers			
Transfers to capital funds	(6,317,213)	(12,722,488)	(7,851,339)
Transfers to reserves	<u>(22,179,779)</u>	<u>(2,924,522)</u>	<u>(16,867,657)</u>
Increase (decrease) in operating accumulated surplus	3,061,513	(5,064,348)	4,098,563
Operating accumulated surplus-beginning of year	<u>28,726,265</u>	<u>28,726,265</u>	<u>24,627,702</u>
Operating accumulated surplus-end of year (Note 14)	\$ <u>31,787,778</u>	\$ <u>23,661,917</u>	\$ <u>28,726,265</u>

Schedule of Change in Capital Funds
For the year ended December 31, 2017

	Actual 2017	Budget 2017	Actual 2016
Revenue			
Subdivision infrastructure contributions	\$ 16,725,863	\$ 20,000,000	\$ 39,062,791
Government transfers	616,699	4,439,867	770,939
Development fees	7,412,371	42,789,766	16,470,744
Other capital contributions	129,719	2,078,184	419,127
Disposal of tangible capital assets	<u>(2,668,693)</u>	<u>-</u>	<u>(4,014,982)</u>
Total Revenue	22,215,959	69,307,817	52,708,619
Expenses			
Amortization	<u>20,585,216</u>	<u>19,780,000</u>	<u>18,209,180</u>
Total Expenses	20,585,216	19,780,000	18,209,180
Annual Surplus	1,630,743	49,527,817	34,499,439
Internal Transfers			
Transfers and principal payments from revenue funds	6,317,213	12,722,488	7,851,339
Transfers from reserves	<u>10,013,587</u>	<u>46,849,285</u>	<u>10,019,157</u>
Increase in capital funds	17,961,543	109,099,590	52,369,935
Capital funds - beginning of the year	<u>950,534,751</u>	<u>950,534,751</u>	<u>898,164,816</u>
Capital funds - end of the year (Note 14)	<u>\$ 968,496,294</u>	<u>\$ 1,059,634,341</u>	<u>\$ 950,534,751</u>

Schedule 3

Schedule of Change in Reserves
For the year ended December 31, 2017

	Actual 2017	Budget 2017	Actual 2016
Revenue and Transfers			
Revenue			
Interest and investment income	\$ 848,667	\$ 575,000	\$ 760,704
Add (less)			
Internal transfers			
Transfers from revenue funds	22,179,779	2,924,522	16,867,657
Transfers to capital funds	<u>(10,013,587)</u>	<u>(46,849,285)</u>	<u>(10,019,157)</u>
Increase (decrease) in Reserved Accumulated Surplus	13,014,859	(43,349,763)	7,609,204
Reserved Accumulated Surplus - Beginning of the Year	<u>84,640,734</u>	<u>84,640,734</u>	<u>77,031,531</u>
Reserved Accumulated Surplus - End of Year (Note 14)	\$ <u>97,655,593</u>	\$ <u>41,290,971</u>	\$ <u>84,640,734</u>

Intentional Blank

Continuity Schedule of Debenture Debt

For the Year Ended December 31, 2017

	Date of Issue/Maturity	Bylaw/MFA	Function/Purpose	Interest Rate
Long Term Debts				
	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 2012/2017	6562/121	General Government/River Road Drainage	2.1 %
	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	
LESS:				
Sinking Funds				
	Dec 2006/2026	6246/99	General Government/Downtown Office Complex	5.0 %
	Oct 2012/2017	6562/121	General Government/River Road Drainage	2.1 %
	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	
Net Amount				

Dec 31, 2016 Balance Outstanding	New Debt Issued During the year	Principal/ Sinking Fund Payments	Sinking Fund Earnings	2017 Balance Outstanding	Interest Paid/ Earned For The Year
\$ 16,237,127	\$ -	\$ 1,279,312	\$ -	\$ 14,957,815	\$ 863,578
2,251,745	-	177,400	-	2,074,345	119,751
16,300,000	-	-	-	16,300,000	813,370
2,675,000	-	-	-	2,675,000	41,466
625,000	-	-	-	625,000	18,125
1,520,000	-	-	-	1,520,000	44,080
<u>700,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>700,000</u>	<u>20,300</u>
40,308,872	-	1,456,712	-	38,852,160	1,920,670
6,624,512	-	547,383	269,359	7,441,254	269,359
2,117,458	-	493,878	63,664	2,675,000	63,664
133,824	-	31,213	5,654	170,691	5,654
156,482	-	36,498	6,611	199,591	6,611
<u>72,064</u>	<u>-</u>	<u>16,808</u>	<u>3,045</u>	<u>91,917</u>	<u>3,045</u>
9,104,340	-	1,125,780	348,333	10,578,453	348,333
<u>\$ 31,204,532</u>	<u>\$ -</u>	<u>\$ 2,582,492</u>	<u>\$ 348,333</u>	<u>\$ 28,273,707</u>	<u>\$ 1,572,337</u>

Schedule of Tangible Capital Assets

For the year ended December 31, 2017

	Land ²	Building	Transportation Network	Storm System
Historical Cost ¹				
Opening cost	\$ 215,898,649	\$ 92,096,017	\$ 338,970,711	\$ 260,890,240
Additions	10,105,057	1,202,662	2,881,900	8,888,275
Disposals	-	(162,261)	(3,215,524)	(663,274)
	<u>226,003,706</u>	<u>93,136,418</u>	<u>338,637,087</u>	<u>269,115,241</u>
Accumulated Amortization				
Opening balance	-	46,463,390	115,740,432	58,970,812
Amortization expense	-	2,683,929	6,363,052	3,596,721
Effect of disposals	-	(152,067)	(2,400,878)	(203,854)
	<u>-</u>	<u>48,995,252</u>	<u>119,702,606</u>	<u>62,363,679</u>
Net Book Value as at December 31, 2017	<u>\$ 226,003,706</u>	<u>\$ 44,141,166</u>	<u>\$ 218,934,481</u>	<u>\$ 206,751,562</u>
Net Book Value as at December 31, 2016	\$ 215,898,649	\$ 45,632,627	\$ 223,230,279	\$ 201,919,428

¹ Historical cost includes work in progress at December 31, 2017 of **\$5,004,065** (\$13,675,368 for 2016) comprised of: Land \$34,081 (\$24,177 for 2016); Buildings \$771,438 (\$2,716,945 for 2016); Transportation network \$987,757 (\$10,162,075 for 2016); Storm system \$1,479 (\$46,711 for 2016); Fleet and equipment \$32,836 (\$3,448 for 2016); Technology \$27,900 (\$3,000 for 2016); Water system \$1,355,848 (\$440,517 for 2016); Sanitary system \$238,912 (\$73,575 for 2016); and Other \$1,553,814 (\$204,919 for 2016). Work in progress is not amortized.

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

³ "Other" at net book value includes Furniture and Fixtures at \$561,343 (\$495,795 for 2016) and structures at \$16,168,739 (\$14,668,431 for 2016)

Fleet and Equipment	Technology	Water System	Sanitary System	Other³	Total
\$ 27,642,620	\$ 10,859,758	\$ 146,977,903	\$ 170,811,020	\$ 30,612,410	\$ 1,294,759,326
2,668,476	729,341	4,794,069	4,281,695	2,725,964	38,277,439
<u>(1,087,438)</u>	<u>(120,781)</u>	<u>(357,264)</u>	<u>(375,930)</u>	<u>(337,962)</u>	<u>(6,320,434)</u>
29,223,658	11,468,318	151,414,708	174,716,785	33,000,412	1,326,716,331
14,017,129	6,108,268	33,355,678	44,259,333	15,448,184	334,363,226
1,441,824	933,380	2,038,242	2,401,473	1,126,595	20,585,216
<u>(915,509)</u>	<u>(89,796)</u>	<u>(180,457)</u>	<u>(130,326)</u>	<u>(304,448)</u>	<u>(4,377,335)</u>
<u>14,543,444</u>	<u>6,951,852</u>	<u>35,213,463</u>	<u>46,530,480</u>	<u>16,270,331</u>	<u>350,571,107</u>
<u>\$ 14,680,214</u>	<u>\$ 4,516,466</u>	<u>\$ 116,201,245</u>	<u>\$ 128,186,305</u>	<u>\$ 16,730,081</u>	<u>\$ 976,145,224</u>
\$ 13,625,491	\$ 4,751,490	\$ 113,622,225	\$ 126,551,687	\$ 15,164,227	\$ 960,396,101

Continuity Schedule of Reserves
For the year ended December 31, 2017

	<u>Balance Dec. 31, 2016</u>	<u>Interest Allocated</u>
Reserve Funds		
Local Improvements	\$ 2,565,270	\$ 18,613
Equipment Replacement	15,143,197	210,281
Capital Works	10,727,978	150,866
Fire Department Capital Acquisition	8,404,264	121,204
Sanitary Sewer	1,636,239	21,742
Land	<u>278,896</u>	<u>3,884</u>
Total Reserve Funds	38,755,844	526,590
Reserve Accounts		
Specific Projects - Capital	8,327,760	-
Specific Projects - Operating	7,834,360	-
Self Insurance	848,971	11,464
Police Services	7,299,090	96,438
Core Development	1,780,335	25,284
Recycling	2,148,985	27,814
Building Inspections	3,119,544	41,449
Gravel Extraction	762,288	10,511
Community Works (Gas Tax)	-	-
Facility Maintenance	2,441,898	38,805
Snow Removal	473,061	-
Cemetery Maintenance	117,606	-
Infrastructure Sustainability (Town Centre Buildings)	373,206	-
Infrastructure Sustainability (Road Network)	1,673,167	32,443
Infrastructure Sustainability (Drainage)	1,311,875	20,900
Drainage Improvements	807,108	14,290
Critical Infrastructure	203,511	2,679
Infrastructure Grants Contribution	3,557	-
Gaming Revenues	1,336,791	-
Self Insurance (sewer utility)	141,377	-
Self Insurance (water utility)	119,732	-
Specific Projects (sewer utility)	2,319,380	-
Specific Projects (water utility)	<u>2,441,288</u>	<u>-</u>
Total Reserve Accounts	45,884,890	322,077
Total Reserves	<u>\$ 84,640,734</u>	<u>\$ 848,667</u>

<u>Transfers Revenue Funds</u>	<u>Transfers Capital Funds</u>	<u>Balance Dec 31, 2017</u>
\$ -	\$ -	\$ 2,583,883
2,889,903	(2,288,262)	15,955,119
1,948,383	(1,540,671)	11,286,556
1,534,071	(210,788)	9,848,751
-	-	1,657,981
<u>24,333</u>	<u>-</u>	<u>307,113</u>
6,396,690	(4,039,721)	41,639,403
4,156,291	(1,553,046)	10,931,005
132,480	-	7,966,840
16,115	-	876,550
171,375	(52,093)	7,514,810
193,085	(14,802)	1,983,902
418,441	(25,000)	2,570,240
172,250	-	3,333,243
24,784	-	797,583
283,437	(25,997)	257,440
601,471	(198,819)	2,883,355
377,000	-	850,061
172,999	(47,119)	243,486
112,400	(9,868)	475,738
2,849,277	(1,984,509)	2,570,378
560,165	(401,926)	1,491,014
870,795	(556,970)	1,135,223
-	(10,263)	195,927
-	-	3,557
798,339	(92,250)	2,042,880
6,504	-	147,881
6,504	-	126,236
1,273,598	(513,229)	3,079,749
<u>2,585,779</u>	<u>(487,975)</u>	<u>4,539,092</u>
<u>15,783,089</u>	<u>(5,973,866)</u>	<u>56,016,190</u>
<u>\$ 22,179,779</u>	<u>\$ (10,013,587)</u>	<u>\$ 97,655,593</u>

**City of Maple Ridge
Financial Information Act**

**Schedule of Guarantee and Indemnity Agreements
for 2017**

"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 2017**

1 Elected Officials

Name	Position	Remuneration	Benefits	Expenses
Bell, Corisa	Councillor	\$ 43,350.11	\$ 8,096.90	\$ 2,902.38
Duncan, Kiersten	Councillor	43,210.37	7,290.66	7,174.51
Masse, Robert	Councillor	43,227.55	7,291.22	475.00
Read, Nicole	Mayor	100,545.12	10,634.34	6,135.29
Robson, Gordy	Councillor	43,350.11	5,665.68	1,320.66
Shymkiw, Tyler	Councillor	43,210.37	9,036.90	693.44
Speirs, Craig	Councillor	43,277.54	1,357.70	7,606.94
Total All Elected Officials		\$ 360,171.17	\$ 49,373.40	\$ 26,308.22

2 Employees

Name	Job Title	Remuneration	Expenses
Andre, Colin	Network Analyst *	\$ 86,046.24	\$ 537.60
Armour, Douglas	Assistant Fire Chief Prevention & Operations	130,174.15	3,220.84
Armstrong, Fred	Manager of Corporate Communications *	123,381.29	3,691.64
Baird, Kathryn	Coordinator Volunteer & Special Events *	79,549.85	757.54
Balatti, Christa	Manager of Health & Wellness *	119,363.80	1,870.64
Barrett, Kevin	Fire Fighter	119,412.75	908.79
Baski, Michelle	Planner 2 *	87,212.38	345.00
Baski, Sebastian	Fire Fighter	109,574.57	1,501.08
Bayley, Christopher	Fire Captain	134,104.68	20.00
Bean, Joshua	Fire Fighter	109,108.12	88.00
Benson, Laura	Acting Corporate Officer *	119,108.58	4,687.75
Bevilacqua, Jim	Fire Captain	149,351.15	-
Bhandari, Anita	Manager of Health Safety & Employee Development *	115,185.10	10,043.05
Billard, Aaron	Parks Operation Supervisor-Horticulture Arboriculture Sports Field *	82,513.75	2,484.75
Bitcon, Stan	Supervisor 2 Engineering Operations *	82,491.90	546.87
Blakeman, John	Water System Operator *	77,187.89	988.75
Boag, David	Director of Parks & Facilities *	152,548.62	547.68
Boehmer, Jeffrey	Manager of Construction & Design *	133,208.63	3,429.79
Bonderud, Edward	Fire Fighter	98,779.89	-
Bonifazi, Marco	Fire Fighter	106,422.85	1,201.83
Boyce, Jeffrey B.	Field Arborist *	75,484.54	1,430.09
Bruce, Robert	Fire Fighter	105,205.70	1,650.00
Brummer, Russell	Manager of Business Operations *	79,816.65	2,370.77
Carmichael, Rhys	Fire Fighter	100,717.32	527.00
Carter, Christine	Director of Planning *	159,038.15	5,764.54
Christensen, Robert	Fire Captain	139,771.17	
Christiansen, Mark	Tradesperson 2 Carpenter *	78,326.15	515.25
Chui, Yvonne	Recreation Manager of Arts & Community Connections *	115,269.11	2,581.73
Cillis, Paul	Engineering Inspector 3 *	86,216.52	854.22
Clelland, James	Fire Fighter	111,335.21	2,690.64
Collard, Shaun	Fire Fighter	102,897.36	-
Cooke, David	Manager of Business Solutions *	109,405.00	5,059.38
Cooper, Wendy A.	Senior Planning Technician *	76,878.37	558.86
Cote-Rolvink, Stephen	Chief Building Officer *	140,545.38	1,381.15
Cotroneo, Tony	Recreation Manager of Youth & Neighbourhood Services *	114,221.80	2,441.06
Cotter, Steve	Fire Fighter	103,143.87	-
Crabtree, Christina	Chief Information Officer *	142,036.71	2,082.99
Cramb, Donald B.	Senior Recreation Manager *	148,802.45	1,301.43
Crapo, Ryan	Tradesperson 2 Electrical *	94,981.14	3,236.45
Cratty, Jason	Equipment Operator 4A *	76,075.45	-
Cullen, Patrick	Emergency Program Coordinator *	87,221.18	3,541.35
Cummings, Travis	Fire Fighter	96,344.55	115.00
Dale, Cindy	Executive Assistant *	79,431.70	21.45
Darcus, Laurie	Manager of Legislative Services & Emergency Program *	132,272.63	2,909.57
Daunais, Don	Electrical Inspector 1 *	85,103.44	630.02
Davis, Craig	Fire Fighter	124,602.69	1,150.00
Davis, Jeffery	Fire Fighter	91,969.11	875.94
Delmonico, Jordan	Fire Fighter	102,494.21	-

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 2017**

Denton, Darrell	Property & Risk Manager	*	105,526.37	672.49
Dingwall, William J.	Manager of Utility Engineering	*	133,308.67	2,779.81
Dipalo, David J.	Tradesperson 2 Mechanic	*	80,813.05	-
Dorrell, Robert	Trades Supervisor	*	88,541.45	-
Dyer, Robert	Trades Inspector	*	81,972.15	2,783.27
East, Robert	Tradesperson 2 Carpenter	*	78,809.01	550.39
Elliott, Brent	Manager of Community Planning	*	132,322.60	2,502.22
Eng, Michael	Traffic & Transportation Technician	*	92,595.81	1,823.29
Ettinger, Glenn	Fire Fighter		123,757.30	60.00
Exner, Howard	Fire Chief	*	160,126.35	1,356.13
Forsyth, Janice	Coordinator Aquatics	*	80,644.09	1,293.21
Foster, Mary	Fire Fighter		112,560.81	587.16
Franklin, Steven	Fire Captain		140,806.27	100.00
Frederick, Petra	Coordinator, Leisure Access	*	79,278.60	535.75
Friesen, Jesse	Fire Fighter		103,092.90	-
Gailling, Bruce	Electronics Technician	*	78,638.00	3,532.10
Gaudette, Christopher	Fire Fighter		107,983.07	-
Gaunt, Amanda	Confidential Secretary	*	75,251.61	-
Gibson, Timothy	Research Technician Recreation	* **	93,436.82	-
Gill, Paul	Chief Administrative Officer	*	246,112.93	2,145.43
Gjaltema, Michael	Manager of Electro Mechanical	*	100,979.26	1,444.54
Gladue, Gary	Equipment Operator 4b	*	79,301.50	-
Glasgow, Ian	Fire Fighter		104,799.40	1,154.46
Goddard, Charles	Manager of Development & Environmental Services	*	165,092.47	4,561.71
Gordon, Thomas	Engineering Technologist 1	*	78,630.71	345.00
Gratzler, Franz	Supervisor 3 Engineering Operations	*	95,273.59	346.51
Guerra, Maria	Senior Project Engineer	*	118,758.57	1,605.36
Guy, Ronald	Engineering Inspector 3	*	86,281.26	995.65
Hall, Diane	Planner 2	*	97,176.97	533.86
Hampton, Warren	Fire Fighter		106,927.84	830.24
Hansen, Damon	Fire Fighter		97,136.01	897.62
Harcus, David	Fire Captain		129,221.24	-
Harwood, Kevin	Fire Captain		119,612.26	-
Haydu, John	Fire Fighter		130,685.52	-
Hewson, Glen	Trades Inspector	*	86,271.62	595.45
Hopper, Clinton	Fire Fighter		104,451.71	-
Howe, Steven	Fire Fighter	**	87,849.77	499.00
Irwin, George	Supervisor Mapping and Drafting	*	81,314.44	-
Jonat, Cameron	Fire Fighter		110,579.63	838.49
Jones, Cameron	Fire Fighter		95,349.20	19.95
Jones, Maureen	Senior Manager of Police Services	*	111,426.25	514.31
Judd, Stephen	Manager of Infrastructure Development	*	125,257.66	1,620.43
Juurakko, Timo	Assistant Fire Chief, Community & Administrative Services	*	147,572.95	2,041.04
Kabanov, Andrey	Fire Fighter		98,549.20	-
Kelleher, Jonathan T.	Fire Fighter		113,626.36	115.00
Kelly, Paul	Electrical Inspector 1	*	83,577.80	681.45
King, Frances	Director of Human Resources	*	164,079.65	5,532.33
Kopystynski, Adrian	Planner 2	*	100,473.24	1,080.77
Kovach, Natalie	Business Systems Analyst	*	84,285.46	5,399.20
Kozlik, Mark	Building Inspector 1	*	104,189.01	1,352.36
Lackner, Andrew	Engineering Technologist 1	*	80,626.40	775.04
L'Arrivee, Michael	Building Inspector 1	*	89,922.72	4,588.88
Laxton, Shannon	Accountant 3	*	79,090.71	1,175.62
Lee, Chin-Kuan	Assistant Manager of Revenue and Collections	*	80,880.42	1,150.00
Lee, Joo Young	Business Systems Analyst	*	81,978.73	514.42
Livingstone, Bruce	Business Retention & Expansion Officer	*	83,193.98	2,729.38
Macdonald, Robert	Fire Fighter		99,076.50	-
MacNair, Robin	Manager of Bylaw & Licencing Services	*	124,570.08	722.94
Mah, Edwin	Building Inspector 1	*	82,259.20	934.80
Marfleet, William	Fire Fighter		97,717.95	-
Matthewson-Schober, Shawn	Social Planning Analyst	*	95,004.49	975.41
McAusland, Andrew S.	Facilities Operations Supervisor	*	83,644.26	2,414.34
McCormick, Wendy	Director of Recreation	*	152,034.73	746.29
McCurry, Aaron	Supervisor 2 Engineering Operations	*	85,929.52	1,000.08
McDougall, Malcolm	Parks Operation Supervisor-Horticulture Arborculture Sports Field	*	81,008.70	3,870.65
McKee, Christopher J.	Fire Lieutenant		117,904.74	890.00

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 2017**

McLeod, Kirk	Engineering Inspector 2	*	79,673.98	1,986.34
Messam, Erica	Engineering Technologist Projects	*	81,127.30	2,025.69
Michaud, Dayne C.	Fire Fighter		81,924.40	537.82
Middleton, Christopher	Tradesperson 2 Mechanic	*	79,295.25	-
Mikes, Daniela	Manager of Procurement	*	119,365.11	1,648.86
Millward, Michael	Facilities Operations Manager	*	120,319.39	674.03
Moerman, Andrew	Electrical Inspector 1	*	88,541.57	315.00
Moore, Kelly	Fire Captain		126,892.70	100.00
Myers, Mikaela	Marketing & Communications Coordinator	*	75,613.19	513.60
Nagra, Dhaminder	Human Resources Advisor	*	88,665.04	229.52
Nairn, Cale	Tradesperson 2 Electrical	*	78,931.67	791.66
Narayan, Sureshwar	Senior Analyst Programmer	*	94,414.57	739.87
Neufeld, Chad	Park Planning Technician	*	76,935.22	1,003.72
Nikula, Matthew	Fire Fighter		99,998.37	-
Nolan, Catherine	Manager of Accounting	*	130,542.19	2,705.86
Ogilvie, Ralph	Fire Fighter		100,912.61	-
Oleschak, Walter	Superintendent Roads and Fleet	*	120,898.10	1,189.75
Ollenberger, Rachel M.	Engineering Technologist 1	*	77,331.58	1,906.71
Patel, Brian	Coordinator, Core Area	*	81,338.13	2,152.20
Perkin, Kevin	Fire Lieutenant		114,328.04	-
Pollock, David	Municipal Engineer	*	170,574.73	6,971.73
Pope, Danielle	Director of Recreation	*	120,930.53	1,718.28
Porter, Gary	Fire Training Officer		139,874.55	4,662.23
Pym, Mike	Environmental Planner 1	*	81,482.48	1,998.85
Quinn, Frank	General Manager, Public Works & Development Services	*	204,561.60	5,775.23
Ramsay, Devin	Fire Fighter		109,327.32	100.00
Ramsay, Robert	Fire Captain		136,193.90	-
Richmond, Calvin	Supervisor 3 Engineering Operations	* **	99,084.70	265.43
Richmond, Valoree	Manager of Parks Planning & Operations	*	105,442.25	2,730.08
Rutledge, Silvia	Manager of Revenue & Collections	* **	120,133.98	415.22
Salsbury, Scott A.	Superintendent of Sewerworks	*	112,237.86	4,164.94
Schmidt, Kristofer	Water Maintenance Worker	*	79,078.70	579.25
Schramm, Aaron	Supervisor 3 Engineering Operations	*	91,968.90	1,402.91
Schurer, Oliver	Business Systems Analyst	*	93,642.15	581.73
Schwaiger, Harry	Building Inspector 1	*	82,363.34	935.19
Serediuk, Sean	Manager of Infrastructure and Security Services	*	109,337.12	2,695.11
Seward, Adam	Fire Lieutenant		131,037.16	110.00
Siracusa, Lino	Manager of Economic Development	*	129,624.93	12,687.11
Smitton, Mark	Assistant Fire Chief, Fire Prevention & Communications	*	171,276.31	2,038.60
Snow, Roy	Fire Lieutenant		129,352.02	-
Speers, David	Coordinator Health Wellness	*	78,278.20	571.04
Stetin, Velimir	Engineering Technologist - Projects	*	81,972.15	1,957.09
Stewart, Michael	Fire Captain		139,951.43	28.00
Storey, James	Director of Engineering Operations	*	148,666.48	1,497.17
Stott, Rodney	Environmental Planner 2	*	97,168.39	513.78
Stripp, Mitchell	Supervisor Electrical Mechanical	*	107,057.49	6,419.83
Swabey, Edward	Chief Administrative Officer	*	270,195.05	7,982.99
Swift, Kelly	General Manager, Parks Recreation & Culture	*	212,543.81	2,932.85
Szostek, Gail	Environmental Coordinator	*	79,555.85	1,176.65
Taylor, Adam	Fire Fighter		108,926.42	-
Thind, Amandeep	Network Support Specialist	*	83,490.40	810.35
Thompson, Trevor	Interim Director of Finance	*	131,154.77	5,500.12
Todd, Thomas	Supervisor 3 Engineering Operations	*	93,590.96	1,010.10
Ulrich, Cynthia	Manager of Compensation	*	115,040.56	\$2,822.06
Van Der Lee, Caroline H.	Network Analyst	*	82,385.44	\$540.00
Van Dop, Michael J.	Deputy Fire Chief	*	146,967.73	5,051.19
Vanderjagt, Ryan	Fire Fighter		102,661.50	\$28.00
Varcoe, Thomas	Supervisor 2 Engineering Operations	*	77,829.60	\$517.39
Veltin, George	Tradesperson 2 Mechanic	*	83,866.94	\$273.78
Vinje, Brock	Fire Fighter		115,374.21	\$828.04
Vinje, Bryan	Assistant Fire Chief, Training & Safety	*	133,392.45	\$7,303.84
Virns, Nicholas	Fire Fighter		99,947.29	\$0.00
Walsh, Nichole	Purchasing Supervisor	*	79,283.67	\$1,261.01
Wetherill, Michelle	Manager of Human Resources	*	120,096.49	\$2,966.33
Wicklund, Everett	Supervisor 2 Engineering Operations	*	77,868.87	\$605.60
Wilson, Davin	Superintendent of Waterworks	*	108,496.64	\$6,068.53
Yan, Angela	Systems Analyst 2	*	80,525.85	\$5,269.90
Zezchuk, Edward	Trades Inspector	*	82,257.15	\$599.50
Zosiak, Lisa	Planner 2	*	97,364.97	\$2,281.87

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 2017**

Subtotal	\$ 19,663,968.99	\$ 291,943.85
Consolidated Total of Employees with remuneration less than \$75,000	16,331,966.46	92,887.83
Total All Employees	\$ 35,995,935.45	\$ 384,831.68

3 Reconciliation

Total remuneration

Elected Officials	\$ 360,171.17	
Other Employees	35,995,935.45	
Subtotal	\$ 36,356,106.62	
Other reconciling Items		
Employer portion of:		
CPP	\$ 1,132,719.42	
EI	493,308.99	
Accruals	124,179.14	
WCB	451,648.01	
Pension	3,436,295.00	
Other employer costs (Medical, Dental, etc.)	1,392,549.58	
Wages & Salaries per Consolidated Financial Statements, Annual Report, Page 53	\$ 43,388,499	

* 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 2017

There were no severance agreements under which payment commenced between the City of Maple Ridge and non-unionized employees during the fiscal year 2017

**City of Maple Ridge
Financial Information Act**

**Schedule Showing Payments Made for the Provision
of Goods or Services for 2017**

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

Supplier Name	Aggregate amount paid to supplier
0946235 BC Ltd	123,396.00
A & G Supply Ltd	26,484.02
ABC Pipe Cleaning Services	84,415.03
Absolutely Floored	29,116.50
Action Data Communications	42,986.21
AECOM Canada Ltd	30,399.90
AIFI Investments Ltd	52,155.40
Alouette River Management Society	60,674.26
Andrew Sheret Ltd	60,572.48
AON Hewitt Inc	32,199.98
Aplin & Martin Consultants Ltd	50,748.09
Aptean Inc	188,995.94
Associated Engineering (BC) Ltd	121,697.66
Associated Fire Safety	33,272.85
Auto-Quip	62,748.00
AW Fire Guard & Supplies Ltd	41,689.24
B & B Contracting Ltd	1,580,868.48
BA Blacktop	1,453,791.84
Badger Daylighting Lp	62,266.18
Bartle & Gibson Co Ltd	94,738.89
BC Hydro	1,696,520.68
BC Institute Of Technology	42,123.52
BC SPCA	350,283.96
BDO Canada Lip	67,284.69
Black Press Group Ltd	83,276.91
Bob's A-Z Rentals Ltd	39,901.29
Boileau Electric & Pole Ltd	226,902.66
Braun Geotechnical Ltd	41,681.64
Brett Young	40,723.20
Canada Pipe Company Ltd	46,167.68
Canadian Pacific Railway	309,030.39
Carrier Mausoleums Construction	48,132.00
CBI Health Centre Golden Ears	29,805.54
Cedar Crest Lands (BC) Ltd	921,230.65
Cel-Com Systems Ltd	36,765.20
Chairlines	44,440.48
Chevron Canada Ltd	697,691.14
Christie Lites	27,993.98
Citrix Systems Inc.	32,047.28
City Of Pitt Meadows	66,799.66
Cobing Building Solutions	429,428.12
Co-Pilot Industries Ltd	94,487.20
Corix Control Solutions	34,580.64
Corix Water Products	53,058.88
CSDC Systems Inc	96,084.02
D Litchfield & Co Ltd	130,362.75
Dams Ford Lincoln Sales Ltd	25,944.05
Deborah Kulchiski Consulting	26,248.95
Direct Equipment West Ltd	44,559.73
Double M Excavating Ltd	450,577.01
Dougness Holdings Ltd	71,586.46
Drake Excavating	378,137.98
DTM Systems Corporation	26,749.28
Eagle West Crane & Rigging	42,397.52

**City of Maple Ridge
Financial Information Act**

**Schedule Showing Payments Made for the Provision
of Goods or Services for 2017**

Supplier Name	Aggregate amount paid to supplier
Ecotainer Sales Inc	74,517.37
EECOL Electric Corporation	34,814.10
Emergency Communications For British Columbia Inc	1,050,829.00
Empire Signworks Inc	29,411.20
ESRI Canada Limited	97,430.90
Eurovia British Columbia Inc	1,874,637.89
Farm Tek Turf Services Inc	62,945.19
FDM Software Ltd	56,093.10
Finning International Inc	66,855.45
First Call Hydrovacing Inc	46,697.27
First Truck Centre Vancouver Inc	847,281.69
Fitness Edge	231,871.41
Fort Fabrication & Welding Ltd	26,269.62
Fortis BC Energy Inc	350,468.17
Fraser City Installations Ltd	209,677.75
Fraser River Pile & Dredge Inc	31,500.00
Fraser Valley Regional Library	2,761,564.39
Frazer Excavation Ltd	79,675.20
Fred Surridge Ltd	247,322.07
Gibson Waterworks Supply Inc	45,408.23
Golden Ears Alarm Systems	63,406.23
Golden Ears Winter Club	56,339.77
Gotraffic Management Inc	448,013.20
Greater Vancouver Sewerage & Drainage District	80,106.80
Greater Vancouver Water District	8,063,983.55
Green Cut Contracting	38,571.81
Green Landscape Experts Ltd	88,595.80
Gregg Distributors	30,366.81
Guild, Yule & Company Llp	273,845.76
Guillevin International Inc	627,455.80
Hallmark Facility Services Inc	332,386.95
Haney Builders Supplies 1971	25,530.66
Hanks Trucking And Bulldozing	39,537.76
Harbour International Trucks	576,105.60
HCMA Architecture & Design	28,914.67
Heavy PDG Equipment Ltd	31,669.05
Hewson, William	26,900.00
Hi Cube Storage Products	55,873.76
Homewood Health Inc	37,998.72
Horizon Landscape Contractors	149,366.63
Hub Cycling	43,150.00
Hub Fire Engines And Equipment	30,412.44
Hub International Insurance Brokers	32,625.00
ICBC - Fleet Insurance	198,275.00
IDRS	42,370.98
Image Painting & Restoration Ltd	219,319.80
Industra Construction Corporation	1,066,726.83
Infinite Roadmarking Ltd	149,052.69
Intelligo Networks Inc	86,367.70
Interprovincial Traffic Services	170,598.96
ISCMV - Invasive Species Council of Metro Vancouver	46,660.73
ISL Engineering & Land Services Ltd	30,222.42
Jack Cewe Ltd	40,013.29
Jacks Automotive & Welding	167,436.40
Jennifer Wilson Consultants	35,309.27

**City of Maple Ridge
Financial Information Act**

**Schedule Showing Payments Made for the Provision
of Goods or Services for 2017**

Supplier Name	Aggregate amount paid to supplier
Justice Institute Of BC	62,249.54
Kaake, Karen	26,516.00
Kerr Wood Leidal Associates	198,932.17
King Hoe Excavating Ltd	156,868.40
Lafarge Canada Inc	632,914.97
Langley Concrete Group	49,431.04
Linden, Charlene	45,371.00
Lit Aquatic Ltd	76,830.87
Loewen Paving	102,427.50
Lordco Parts Ltd	83,216.48
Mainroad Maintenance Products	70,681.89
Manulife Financial	1,204,035.34
Maple Ridge & PM Arts Council	862,643.42
Maple Ridge Carpet One	163,558.62
Maple Ridge Chrysler 1972 Ltd	207,121.49
Maple Ridge Historical Society	190,527.00
Mar-Tech Underground Services	61,178.77
McElhanney Consulting Services	319,200.98
MDT Technical Services Inc.	38,322.49
Medical Services Plan	359,755.51
Mertin Nissan Ltd	130,625.60
Michelin North America Inc	35,080.99
Microserve	96,602.79
Microsoft Corporation	128,426.19
Mills Printing & Stationery	75,649.94
Motion Canada	28,525.31
Municipal Insurance Association of British Columbia	684,817.05
Municipal Pension Plan	3,560,474.14
Murphy, Amanda	50,918.18
Noble British Columbia	33,231.22
North Of 49 Enterprises Ltd	85,780.71
Nova Pole International Inc	59,257.38
Now Solutions	77,778.40
Nustadia Recreation Inc	272,384.89
N.Wallace & Company Ltd	286,649.85
Ocean Pipe T6045	36,479.47
Open Storage Solutions	238,067.06
Opus International Consultants	276,948.38
Oracle Corporation Canada Inc	48,559.38
Organized Crime Agency Of BC	87,703.73
P & L Speed Print Ltd	38,638.97
Pacific Flow Control Ltd	95,259.15
Pacific Surrey Construction	31,727.08
Panorama Lms 4011	149,536.26
Parkland Refining (BC) Ltd	130,738.55
Paul Bunyan Tree Services	144,560.89
Pika Pump & Compressor Service	29,895.39
Pit Stop Portable Toilets	25,274.35
Pitney Works	58,181.94
Plan Group Inc	33,964.28
Promix Concrete Ltd	58,154.77
PW Trenchless Construction Inc	2,057,376.98
Ranger Construction	47,402.45
Raybern Erectors Ltd	69,907.24
RCMP - Receiver General	12,754,980.85
Receiver General-Payroll Deduction	1,623,605.52

**City of Maple Ridge
Financial Information Act**

**Schedule Showing Payments Made for the Provision
of Goods or Services for 2017**

Supplier Name	Aggregate amount paid to supplier
RF Binnie & Associates Ltd	265,226.87
RG Arenas (Maple Ridge) Ltd	958,073.52
RGH Pacific Emergency Services	26,139.12
Riches Land Services Ltd	30,700.99
Ricoh Canada Inc	174,064.86
Ridge Meadows Recycling Society	2,494,190.76
Ridge Meadows Seniors Society	211,322.75
Ridge Sign Design	25,442.64
RJ Construction	48,719.00
Rogers	117,842.99
Safe Guard Fence Ltd	38,036.25
Sandpiper Contracting Ltd	44,219.59
Sanscorp Products Ltd	269,984.87
Scottish Line Painting Ltd	38,019.19
SFE Ltd	30,882.87
Shape Architecture Inc	267,358.75
Shaw Cablesystems	56,143.42
SHI Canada ULC	32,181.32
Simon Fraser University	28,182.49
Simson Maxwell	36,960.00
Softchoice LP	59,144.67
Stantec Consulting Ltd	443,827.55
Stewart McDannold Stuart	256,147.65
Sudden Impact Branded Apparel	30,542.60
Sunrise Toyota	448,339.37
Surlang Roofing	46,725.00
Surrey Fire Service	97,476.99
SV 232 Street Development LTD	1,101,443.98
T & T Demolition Ltd	64,933.60
Talentmap	43,617.97
Telus	124,756.38
Tempest Development Group	97,336.53
Terra Link Horticulture Inc	33,556.03
Tetra Tech Canada Inc	37,074.18
The Get Go Inc (GGI)	103,039.93
Thrifty Foods	40,560.26
Timbro Contracting	470,925.45
Total Power Ltd	86,689.21
Treen Safety (Worksafe) Inc	27,084.22
Triahn Enterprises	814,234.95
Tundra Plumbing Ltd	58,876.32
Union Of BC Municipalities	34,394.48
Urban Lumberjack Tree Services	37,170.05
Urban Systems	101,373.79
Valley Traffic Systems Inc	103,824.71
Vimar Equipment Ltd	324,007.05
Warrington PCI Management	987,519.30
Waste Connections	34,913.10
Water Street Engineering Ltd	28,092.74
Westcoast Fitness Fixations Inc	30,005.92
Westridge Security Ltd	143,209.74
Westview Sales Ltd	70,512.35
Wolseley Canada Inc	28,973.83
Wordsworth & Associates	25,200.00
Workers Compensation Board	511,106.87
Wu, Lin May	677,368.80
Xylem Canada Company	54,845.25
Young, Anderson - Barristers	46,300.97
Zone West Enterprises Ltd	47,146.54

\$ 74,165,942.32

**City of Maple Ridge
Financial Information Act**

**Schedule Showing Payments Made for the Provision
of Goods or Services for 2017**

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

\$ 5,366,132.56

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

Consolidated total of grants exceeding \$25,000	30,000.00
Consolidated total of contributions exceeding \$25,000	-
Consolidated total of all grants and contributions exceeding \$25,000	30,000.00

4) Reconciliation

Total of aggregate payments exceeding \$25,000 paid to suppliers	\$ 74,165,942.32
Consolidated total of payments of \$25,000 or less paid to suppliers	\$ 5,366,132.56
Consolidated total of all grants and contributions exceeding \$25,000	<u>30,000.00</u>
Reconciling items	<u>Explanation below</u>
Total per Financial Statements, Expenditures & Expenses, Good & Services including Capita	\$ 78,209,829.00
Variance	\$ (1,352,245.88)

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

11995 Haney Place
Maple Ridge, BC V2X 6A9

Canada

Tel: 604-463-5221

Fax: 604-467-7329

b) Desired Outcome:

The desired outcome is that MRPMCS can continue to serve Maple Ridge youth through the YWC at GMYC until it is able to secure the necessary funding to evolve to a full Foundry site through construction of a purpose-built facility.

c) Strategic Alignment:

This project aligns with recommendations in the Maple Ridge Youth Strategy adopted in 2017, and the City's support to date towards the development of a YWC.

d) Citizen/Customer Implications:

The YWC has successfully reduced wait lists for Maple Ridge youth and added numerous more partnerships, and served over 400 local youth. The momentum continues to build, and interruption of these services could pose unnecessary hardship to the families involved. By renewing the lease, the City can support the continuation of this enhanced level of support for youth experiencing mental health and substance use challenges.

CONCLUSIONS:

Our two-year partnership with MRPMCS on the YWC pilot project has enhanced youth wellness services and decreased wait times for local youth and their families. Key components to supporting youth wellness include sustainable funding, strong and committed service providers, an accessible location and consistent provision of services. The extension of this agreement would support uninterrupted service for our youth until a permanent solution is achieved, and by developing an operating model now, the City can support MRPMCS in achieving their capital funding requirements.

“Original signed by Tony Cotroneo”

Prepared by: Tony Cotroneo, Manager of Community Services

“Original signed by Danielle Pope”

Reviewed by: Danielle Pope, Director of Recreation & Community Services

“Original signed by Kelly Swift”

Approved by: Kelly Swift, BGS, MBA
General Manager Parks, Recreation & Culture

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA
Chief Administrative Officer

Attachments:

- (1) 2017-12-05 Report – Youth Wellness Centre Concept and Funding Estimate
- (2) 2018-03-20 Letter from Maple Ridge/Pitt Meadows Community Services
- (3) 2018 - 2020 Youth Wellness Centre Lease Agreement



City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Youth Wellness Centre Concept and Funding Estimate

MEETING DATE: December 5, 2017
FILE NO:
MEETING: Council

EXECUTIVE SUMMARY:

At the July 11, 2017 Council meeting, Council directed staff to investigate the possibility and cost of constructing a Youth Wellness Centre adjacent to the Greg Moore Youth Centre.

Staff secured the services of HCMA Architects to develop a Youth Wellness Centre concept drawing and a class “D” cost estimate.

HCMA Architects consulted with the partners in this project, Maple Ridge and Pitt Meadows Community Services (CS), The Youth Wellness Centre Steering Committee and the Foundry and has confirmed; the building site adjacent to the Greg Moore Youth Centre and Maple Ridge Leisure Centre is suitable and can accommodate a 9,000 ft² Youth Wellness Centre (with some shared space) at an estimated cost of \$4.2M to \$4.6M.

At this time a capital funding model has not been identified, however, the local Foundry Centre (The Youth Wellness Centre) will receive \$500,000 annually in provincial funding for operations as well as approximately \$400,000 through government and philanthropic funds for initial establishment costs.

RECOMMENDATION:

That staff be directed to work with Maple Ridge and Pitt Meadows Community Services and the Foundry to explore a funding model for the Youth Wellness Centre Concept referenced in the report dated December 5, 2017.

DISCUSSION:

a) Background Context:

In 2016, surveys were conducted with youth, emerging adults, parents and other adults through the Strong Kids Team and the Maple Ridge Youth Strategy Project. Information gathered from these surveys indicated that substance use and mental health concerns among youth ranked highest by both the adult and youth respondents. Consequently, recommendations in the Youth Strategy identified the creation of a Youth Wellness Centre as a priority.

As noted in a May 16, 2016 report to Council, the Ridge Meadows Child and Youth Mental Health Substance Use Collaborative (the Collaborative), supported by the Division of Family Practice and CS, has been working towards the development of such a centre. On May 16, 2016 Council approved the allocation of \$10,000 in seed money to the Collaborative to complete the funding needs necessary to begin the pilot phase of the Youth Wellness Centre. Currently, a Youth Wellness Centre pilot is operating out of the Greg Moore Youth Centre for a total of 20 hours/week under a two year lease with the City of Maple Ridge.

Recently, the Collaborative, under the umbrella of CS, secured ongoing funding of \$500,000 to operate as a Foundry site as well as approximately \$400,000 through government and philanthropic funds for initial establishment costs.

At the July 11, 2017 Council meeting, staff was directed to investigate the possibility and cost of constructing a Youth Wellness Centre adjacent to the Greg Moore Youth Centre. Staff secured the services of HCMA Architects to determine the feasibility of an addition to the Greg Moore Youth Centre and to develop a building concept and costing estimates.

HCMA Architects and their costing consultants have confirmed the building site adjacent to the Greg Moore Youth Centre and Maple Ridge Leisure Centre can accommodate a 9,000 ft² (which includes shared space) Youth Wellness Centre at an estimated cost of \$4.2M to \$4.6M based on a Class "D" costing estimate (page 12 of the report) which includes:

- contingency funding;
- pricing based on Q4 2017 lower mainland dollars with a two-year escalation; and
- a presumed standard project delivery system.

HCMA provided two options that support the feedback received from stakeholder groups (City staff, CS staff, the Youth Wellness Centre staff/Board Members, Maple Ridge Youth Council and Foundry staff). Based on this consultation and site constraints, staff and HCMA Architects have selected Option #1A as the preferred option (see drawings attached).

b) Desired Outcome:

The desired outcome is that Council is fully informed to consider a purpose built youth wellness facility adjacent to the Greg Moore Youth Centre and that youth and families get access to life-changing health care, mental health and addictions services as part of a one stop youth services continuum.

c) Strategic Alignment:

This project aligns with recommendations in the Maple Ridge Youth Strategy and with the City's support to date towards the development of a Youth Wellness Centre.

d) Citizen/Customer Implications:

Children, youth and their families would have increased and timely access to services in the areas of mental health and substance use. A full service permanent Youth Wellness Centre will provide local support and treatment options for residents of Maple Ridge. It will also provide opportunities to build resiliency in children, youth and their families.

e) Interdepartmental Implications:

Various departments work with the Parks, Recreation & Culture department on new facility projects including Planning, Engineering, Building, Clerks, Communications and Finance.

f) Business Plan/Financial Implications:

If this project moves forward, a funding source and the City's contribution will need to be confirmed. The total capital costs are \$4.2M to \$4.6M.

g) Alternatives:

That the City gives direction to Community Services to find an alternate location.

CONCLUSIONS:

There is a demonstrated need for enhanced mental health and addiction services for children and youth in the community. The achievement of the Maple Ridge Youth Wellness Centre (Foundry) pilot project has been a significant community success to date. The continued community collaboration will assist in evolving the Youth Wellness Centre into a sustainable full time model.

"Original signed by Don Cramb"

Prepared by: Don Cramb, Sr. Recreation Manager

"Original signed by David Boag for Wendy McCormick"

Reviewed by: Wendy McCormick, Director Recreation & Community Services

"Original signed by Kelly Swift"

Approved by: Kelly Swift, General Manager: Parks, Recreation & Culture

"Original signed by Frank Quinn for Paul Gill"

Concurrence: **Paul Gill, CPA, CGA**
Chief Administrative Officer

:dc
Attachments:
Drawings of Option 1A and Aerial View
Youth Wellness Centre Concept Design Full Report, November 2017

Proposed Concept – Aerial View

(See Page 10 of the Maple Ridge Youth Wellness Centre Concept Design Report)



Concept Layout Ground Level

(See Page 8 of the Maple Ridge Youth Wellness Centre Concept Design Report)



Above: Ground Level Plan

Level 1 Area = 3820 sq. ft. New Build [includes 715 sq. ft. for new exit corridor]
 + 1360 sq. ft. Refurbished Area
 5180 sq. ft.

MAPLE RIDGE YOUTH WELLNESS CENTRE

CONCEPT DESIGN REPORT

November 6, 2017



VISION STATEMENT

"The new Maple Ridge Youth Wellness Centre will expand upon the Greg Moore Youth Centre to support and empower Maple Ridge's Youth in developing tools they need to live a healthy and balanced life. The expanded program, enhanced landscape, and connection to the existing youth centre will help create a safe environment for young people and their families to seek the assistance they need, create connections, and foster community."

PROJECT BACKGROUND

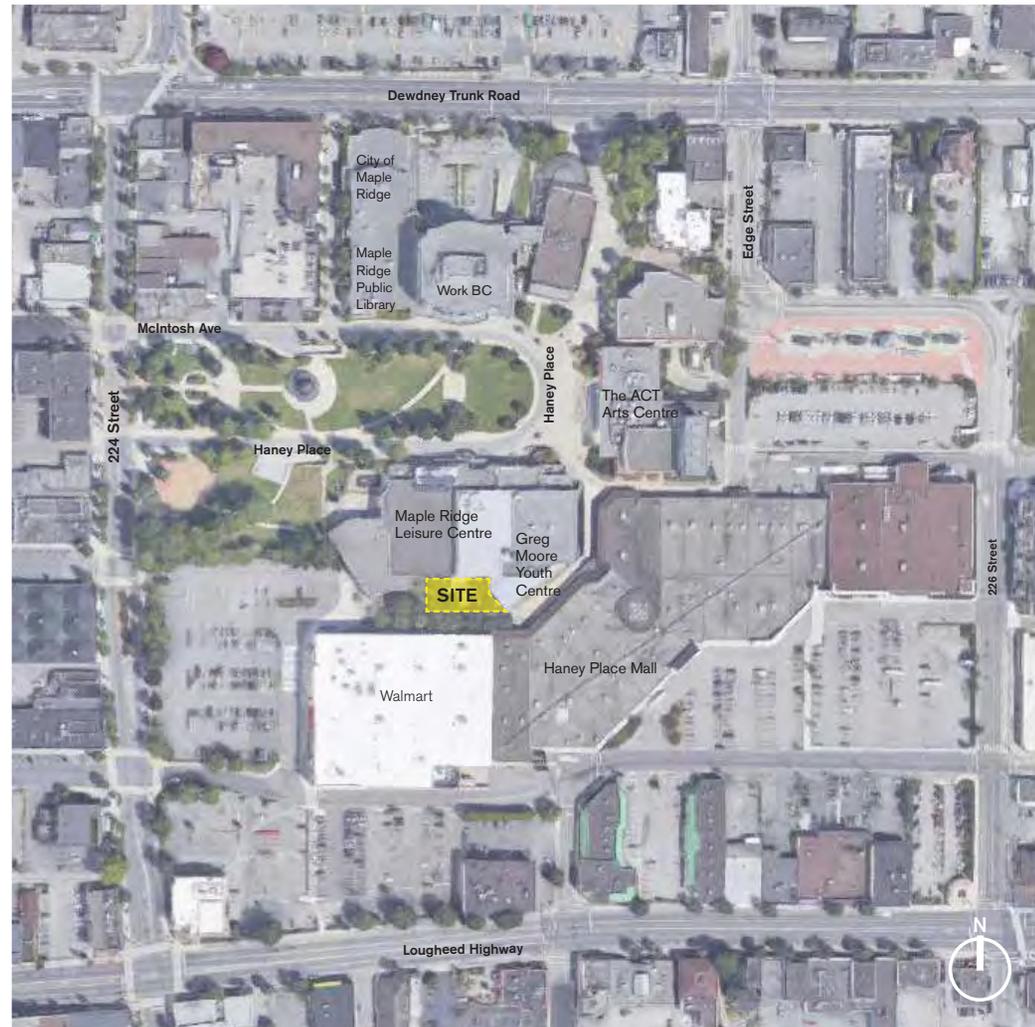
Council have directed city staff and independent consultants to investigate the feasibility of a new Maple Ridge Youth Wellness Centre adjacent to the existing Youth Centre.

This study includes:

- Determining program spaces to support anticipated activities
- Site planning and integration
- Concept design and vision for the site layout
- Preliminary costing estimate

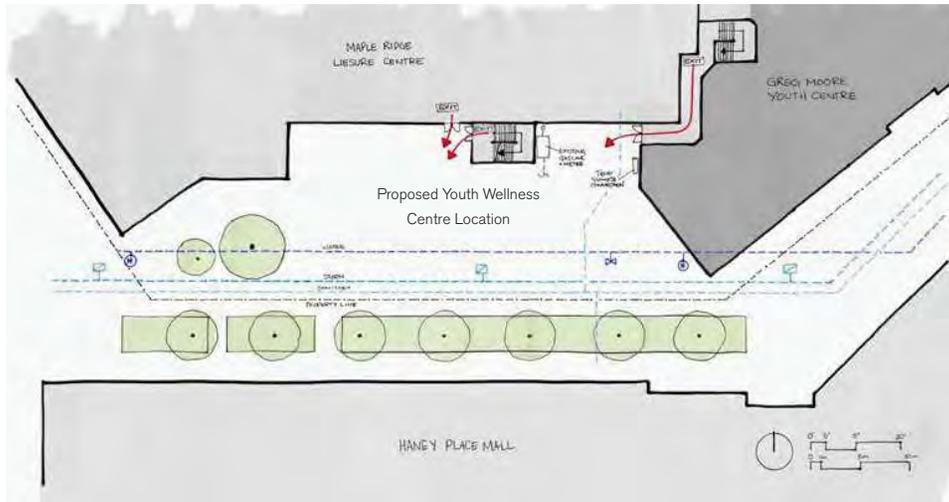
The following key stakeholders were consulted during this study:

- Foundry staff
- Youth Wellness Centre Staff and Board Members
- Youth Wellness Centre Steering Committee
- Youth Wellness Centre Fund Development and Direct Partners Committee
- Greg Moore Youth Centre Staff
- Greg Moore Youth Council
- Parks Recreation and Culture Staff
- Community Services Staff
- The wider community through the recent community facilities consultation process



Above: Context Plan

EXISTING SITE CONSIDERATIONS



Above: Existing Site Constraints



Above: Proposed Site Location

- The proposed facility location is located adjacent to and will take advantage of programmatic sharing with the Greg Moore Youth Centre
- Existing users adjacent to the site include Maple Ridge Leisure Centre, Walmart, Haney Place Mall. Surrounding neighbours include The ACT Arts Centre, Maple Ridge Public Library, WorkBC and the City of Maple Ridge.
- Civil review indicates that water line and or storm/sanitary lines may need to be re-routed in order to accommodate the new facility. A civil survey should be conducted to determine exact location of services.

Further studies required at next stage include:

- A transportation and parking study will be required to determine parking demand and whether existing underground parking will be sufficient.
- Seismic study is needed to determine any requirements.
- A contractor should be consulted to investigate sequencing to ensure continued operation of the existing leisure centre throughout construction.

ADJACENT YOUTH CENTRE



Greg Moore Youth Centre



Outdoor Courtyard adjacent to Youth Centre



Greg Moore Indoor Skate Park

EXISTING NEIGHBOURS



Haney Place Mall



Maple Ridge Leisure Centre



The ACT Arts Centre



Maple Ridge Public Library

SITE LAYOUT OPTIONS

Two main site layout options were developed to take into consideration the major site constraints including underground civil services, existing emergency exits from adjacent buildings, and connection to the existing Greg Moore Youth Centre.

Option 1

Option 1A and 1B re-route existing fire exits from the Maple Ridge Leisure Centre to the west along the building's south wall, to allow the new building to internally connect to the existing Youth Centre. Option 1A is the most optimal layout, while Option 1B is set back from underground civil services to prevent the need for relocation.

Pros

- Strong internal connection to the existing Greg Moore Youth Centre allows for shared and integrated program use as well as sight lines from reception into both youth centres
- Increased outdoor area to the west will allow for outdoor programming
- Need for fire rating emergency exiting on one side of building only

Cons

- Increased length of emergency exit route means more buildable area is required

Option 2

Option 2A and 2B re-route existing fire exits from the existing Maple Ridge Leisure Centre using the shortest route possible. Option 2A is the most optimal layout, while Option 2B is set back from underground civil services to prevent the need for relocation.

Pros

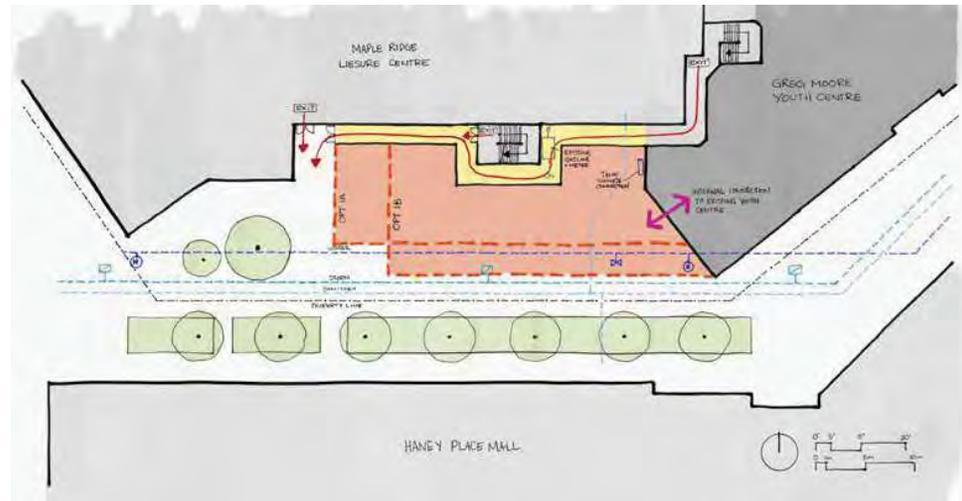
- Decreased length of emergency exit route increases buildable area

Cons

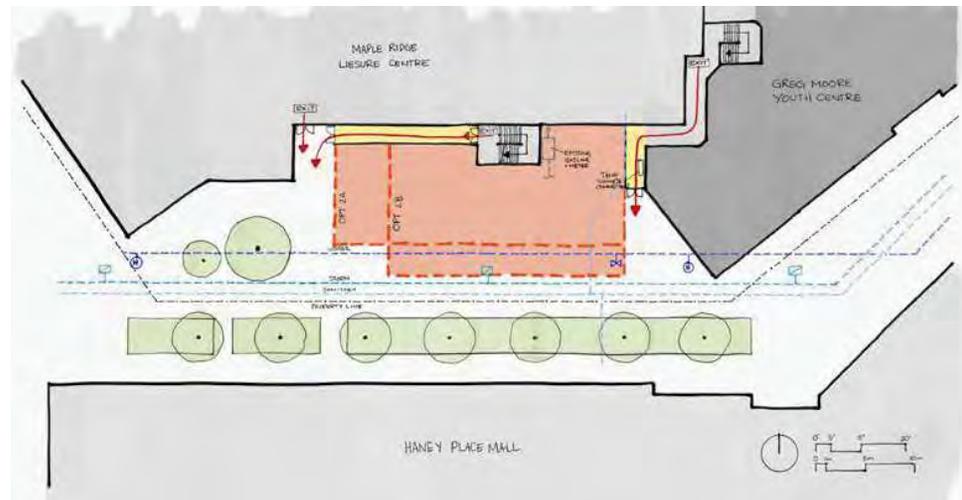
- Internal connection to the existing Greg Moore Youth Centre is not possible
- Decreased internal sight lines from reception into both youth centres
- Courtyard space between youth centres creates both fire rating challenges as well as CPTED safety concerns; this space is not programmable as it serves as emergency egress.

The Preferred Option

Site layout Option 1A was chosen as the favored option. This option reduces the complexity of fire rating emergency exiting; allows for an interior connection to and shared programmatic use with the existing Youth Centre; and offers the most functional programmatic layout.



Above: Site Layout Option 1A and 1B



Above: Site Layout Option 2A and 2B

PROGRAM

The program was developed in consultation with City and Foundry staff. A baseline program list was provided by the Foundry and HCMA worked with city staff to refine program and determine program sharing opportunities between the new Youth Wellness Centre and the Greg Moore Youth Centre. The Youth Centre has a demonstration kitchen and multipurpose room, as well as office spaces that can be repurposed as two meeting rooms to the needs of the Youth Wellness Centre. These spaces will be shared between the centres, but will need renovation.

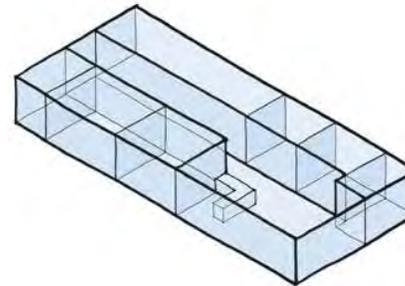
The diagram on this page illustrate the key program components and the full area schedule can be found in the appendix.

Parking

A parking study will be required to determine demand and whether existing underground parking is sufficient to meet the Youth Wellness Centre needs.

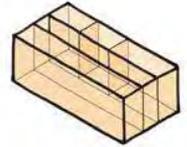
Client Areas 3,070 sq.ft / 285 sq.m

- Reception / General office
- Waiting Area
- Peer Youth & Family Support Office
- Counselling / Talking Rooms
- Meeting / Activity Room (Repurposed)
- Multipurpose Room (Renovated, Shared)
- Demonstration Kitchen (Renovated)



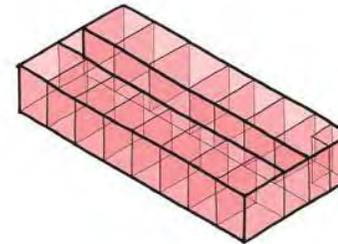
Service Spaces 450 sq.ft / 40 sq.m

- Janitors Closet
- Laundry
- Waste Holding Room
- General Storage



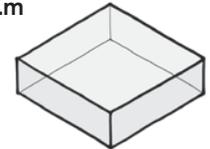
Clinical Support Spaces 1,915 sq.ft / 180 sq.m

- Medical Exam Rooms
- Medical Support



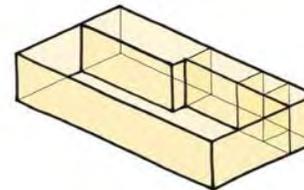
Gross Up 2,075 sq.ft / 190 sq.m

- Circulation
- Walls / Structure
- Washrooms
- Mechanical / Electrical Rooms



Staff Support Spaces 1,475 sq.ft / 135 sq.m

- Open Plan Workstations
- Staff Lounge / Lunchroom
- Staff Washroom & Shower



PRECEDENT EXAMPLES

Reception & Waiting



Chan Gunn Sports Medicine, UBC

Multipurpose Spaces & Kitchen



Royal Bay Secondary School, Victoria

Client Exam, Meeting & Talking Rooms



UBC Faculty of Medicine Clinical Skills

Staff Support Spaces



HCMA Office, Vancouver

Character



Chan Gunn Sports Medicine, UBC



Hamilton Community Centre, Richmond



Ponderosa Commons, UBC



Island Medical Program, Nanimo



HCMA Office, Vancouver



UniverCity Childcare Centre, UBC



Ponderosa Commons, UBC



Errington Learning Centre, Richmond



HCMA Office, Vancouver



HCMA Office, Vancouver

CONCEPT LAYOUT GROUND LEVEL

The Concept Layout is a further development of site layout option 1A. It transforms what is currently vacant and unprogrammed pedestrian lane into an active and friendly frontage with high levels of transparency, programmable outdoor spaces, and new landscaping towards the west and the south. The building entry is oriented toward the west, allowing youth a discreet and separate entrance from the Greg Moore Youth Centre.

Foundry provided precedent plans for youth wellness centres which were referenced for typical layout planning. The reception, washrooms, client storage, family meeting rooms and vertical circulation are centrally located around the client waiting area. This space will meet a variety of seating and social needs. The waiting area is also internally connected to the Greg More Youth Centre to take advantage of shared program opportunities, such as meeting rooms (repurposed from office/client rooms) and a multipurpose room and kitchen that will be renovated.

Staff workstations are located in an open-plan office behind the reception on the west side of the building. This active frontage will address existing CPETD safety issues in the pedestrian lane, which is currently un-monitored. A patio surrounded by enhanced landscaping is accessed from the staff work area, allowing the programming of the space to extend to the outdoors. Client talking and counseling rooms are located at the back for privacy and share circulation with the staff work area, increasing layout efficiency and functionality.

Enhanced exterior lighting will be required to ensure the entrance to the centre is identifiable and well-lit. Additionally, the lighting along the entire length of the pedestrian corridor between Haney Place Mall and Greg Moore Youth Centre and the Maple Ridge Youth Wellness Centre will need to be upgraded to enhance CPETD safety.

The existing water line running east-west will either need to be re-routed or modified to allow for future maintenance. The same applies to the storm and sanitary supply to the existing leisure centre. The existing gas line and meter will also need to be relocated. A civil engineer will need to be consulted to determine the full extent of the works.

Coordination will also be required with the Leisure Centre; retro-fit vents are planned for the south wall and modifications may be required to accommodate the Youth Wellness Centre.



Above: Ground Level Plan

Level 1 Area = 3820 sq. ft. New Build [includes 715 sq. ft. for new exit corridor]
 ± 1360 sq. ft. Refurbished Area
5180 sq. ft.

CONCEPT LAYOUT LEVEL 2

Client areas that require a higher level of privacy are located at the second level. Clinical exam rooms and support spaces are adjacent to the stair and elevator, easily accessed from the waiting room below, but are oriented towards the rear of the building to provide clients with increased privacy. A second client waiting area doubles as a breakout multipurpose space. Additional staff workstations are located along the south edge of the building similar to level 1. Further client counseling / talking rooms that may require more privacy are located adjacent to the open staff work area. An additional stair located at the west side of the building serves as both emergency egress and a secondary circulation route for staff.

Legend

- Client Areas
- Clinical Support Areas
- Staff Support Areas
- Service
- Landscaping
- Plaza
- Existing: Greg Moore Youth Centre
- Existing Buildings
- Existing Building Extents
- Civil Services
- Property Line
- ▶ Entry



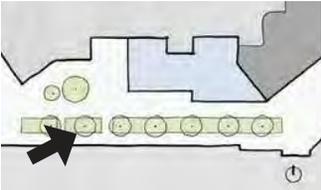
Above: Level 2 Plan

Level 1 Area 5180 sq. ft.
 Level 2 Area + 3820 sq. ft.
Project Total 9000 sq. ft.

PROPOSED CONCEPT - AERIAL VIEW



CONCEPT RENDER



View Key

COSTING

Client Area	\$ 882,000
Clinical Support Spaces	\$ 646,900
Staff Support Space	\$ 500,200
Service Spaces	\$ 139,100
Gross Up (30%)	\$ 674,100
Total: Built Works	\$2,842,300
Landscaping & Site Works	\$ 118,400
Exterior Lighting Upgrades	\$ 100,000
Total Hard Costs	\$3,060,700
Contingency (21%)	\$ 686,500
Soft Costs (30%)	\$1,124,200

Total Project Budget \$4.2 million

Notes:

- 21% Contingency includes 10% Design Contingency, 6% Escalation Contingency, and 5% Construction Contingency and is calculated as a percentage of Total Hard Costs.
- Gross up includes extra area required for new emergency exit corridor from existing leisure centre.
- Exterior lighting upgrades amount is provided as an allowance only.
- All priced in Q4 2017 Lower Mainland dollars [\$], includes for 2 years escalation and assume a standard project delivery system. These costs are based on unit costs derived from recently completed projects of a similar nature in the Lower Mainland and BC. They are not based on specific site conditions and do not allow for any geotechnical measures or site development. Unless otherwise stated, off-site infrastructure upgrades, utility charges, hazmat abatement are excluded.
- Exclusions: Land costs, legal and accounting fees, loose FF&E, HazMat abatement (if any) are all excluded.
- Cost of renovation to existing 50 sq. m. kitchen is approximately equal to cost of constructing a new 30 sq. m. kitchen.

Appendix



Facility Type	General Description	Building Area (ft ²)	Building Area (m ²)	Construction Costs (\$/m ²)	Building Cost (\$)
Client Area					
Reception / General Office		431	40	\$3,700	\$148,000
Waiting Area	with refreshment station & children's area storage area (prams, pets etc.)	592	55	\$3,700	\$203,500
Peer Youth & Family Support Office		54	5	\$3,300	\$16,500
Meeting/Multipurpose/Activity Room	small	161	15	\$3,500	\$52,500
	medium	161	15	\$3,700	\$55,500
Multipurpose Room (shared)	renovation of existing large room -shared with youth centre	215	20	\$3,700	\$74,000
Demonstration Kitchen	partial renovation/modification tbc	915	85	\$2,200	\$187,000
Subtotal		3,068	285	\$3,095	\$882,000
Clinical Support Spaces					
Medical Exam Rooms	standard	129	12	\$4,100	\$49,200
	large	161	15	\$4,100	\$61,500
	office/exam room	161	15	\$3,800	\$57,000
Counselling/Talking Rooms	8 individual rooms that each accommodate 2- 4 ppl	915	85	\$3,500	\$297,500
Medical Support	Medication	97	9	\$4,300	\$38,700
	Cleaning Supplies	118	11	\$3,400	\$37,400
	Soiled Utility/Holding	129	12	\$3,300	\$39,600
	Medical Records	151	14	\$3,500	\$49,000
	Photocopy/Workroom	54	5	\$3,400	\$17,000
Subtotal		1,916	178	\$3,634	\$646,900
Staff Support Spaces					
Open Plan Workstations	located adjacent to clinical support spaces	915	85	\$3,400	\$289,000
Staff Lounge/Lunchroom	kitchenette, lounge & locker area	431	40	\$3,600	\$144,000
Staff Washrooms & Shower	including accessible	129	12	\$5,600	\$67,200
Subtotal		1,475	137	\$3,651	\$500,200
Service Spaces					
Janitors Closet		65	6	\$3,300	\$19,800
Laundry		54	5	\$3,400	\$17,000
Waste Holding Room		118	11	\$3,300	\$36,300
General Storage		215	20	\$3,300	\$66,000
Subtotal		452	42	\$3,312	\$139,100
BUILT WORKS - SUBTOTAL					
Gross-up	0.3 multiplication factor for walls, circulation, universal washrooms, mechanical, electrical and other back-of-house areas	6,911	642	\$3,377	\$2,168,200
		2,073	192.6	\$3,500	\$674,100
BUILT WORKS - TOTAL		8,984	835	\$3,406	\$2,842,300
Note: includes renovated areas					
Site - Bike racks	allow for 8 spaces				\$2,400
Site - Streetscape		969	90	\$250	\$22,500
Site - Soft & hard landscaping (west)		1,991	185	\$100	\$18,500
Site - Exterior lighting upgrades Allowance					\$100,000
Site - Civil works: reroute sanitary (& water line?)	Allow for re-location (or access pipe) around existing water & sanitary lines + relocation of gasoline meter. Further civil input required to determine full extent of works.				\$75,000
SITE WORKS - TOTAL		2,960	275		\$218,400
Total Hard Costs		Built Works Total + Site Works Total			\$3,060,700
Contingency					
Design Contingency	10% of Total Hard Costs			\$306,100	
Escalation Contingency	6% of Total Hard Costs			\$202,000	
Construction Contingency	5% of Total Hard Costs			\$178,400	
Total Soft Costs		30% of Total Hard Costs and Contingency			\$1,124,200
Total Project Budget		Total Hard Costs + Total Soft Costs			\$4,184,900
Cost Options					
Additional Teaching Kitchen		300	28	\$4,800	\$134,400

Note regarding Budget Costs:

All priced in Q4 2017 Lower Mainland dollars [\$], includes for 2 years escalation and assume a standard project delivery system. These costs are based on unit costs derived from recently completed projects of a similar nature in the Lower Mainland and BC. They are not based on specific site conditions and do not allow for any geotechnical measures or site development. All off-site infrastructure upgrades, utility charges, hazmat abatement are excluded.

Notes:

Approximate areas only based on 'Foundary Centre Sq Ft Requirement' and email description dated 17 Aug 2017
Assumes no additional parking required/ utilisation of existing MR civic centre parkade



March 20, 2018

Dear Mayor Read and Councilors,

Please accept this letter on behalf of Maple Ridge/Pitt Meadows Community Services — lead organization of Foundry Ridge Meadows. In 2014 the Ridge Meadows Division of Family Practice designed a one access point health centre and with help from a Local Action team built a strong foundation of this model. This local action team included engaged youth, parents and various community partners such as School District 42, the Ministry of Children & Family Development, Public Health, Options for Sexual Health and the City of Maple Ridge to name a few.

This creative model and the tireless work by strong community members led us to the exciting opportunity of our community being selected to host a Foundry site. Foundry is an integrated health and social services program customized in one location for youth and young people who are in need of substance use, and mental health supports.

Being designated as a Foundry site provides \$500,000.00 annualized operating funding from the Provincial Ministry of Health, over \$450,000.00 in capital funding from Vancouver Coastal Health and Foundry donors, stewardship from Foundry Central office and evaluation systems and learnings from five phase-one sites across the province of British Columbia.

To facilitate co-location of youth-serving organizations and programming such as physicians, specialists, group rooms and counselling areas Foundry's integrated model of care requires approximately 7,000 – 9,000 sf. — all customized space that is youth-focused, safe and welcoming. To date though an extensive search for suitable lease space has been unsuccessful and is causing a delay in opening as a Foundry site.

With the gracious donation of the City of Maple Ridge, our Youth Wellness Centre (YWC) is currently operating out of space provided within the Greg Moore Youth Centre as it transitions to Foundry. In this space, the YWC is providing services for youth and young adults from Tuesday through Thursday, offering drop-in counselling, including substance-use counselling, options for sexual health, harm reduction supports, weekly primary care and psychiatric assessments and supports by appointment. To officially open as a full-service Foundry-site a dedicated space of 9,000 sf is required.

In December 2017, you received a summary report from city staff indicating that the land adjacent to the Greg Moore Youth Centre was in fact a feasible option for a purpose built 9,000 square foot facility. At that time, you directed staff to continue their work with Community Services in the exploration of a funding model for the YWC concept. Since that time, city staff, Community Services and Foundry have engaged higher levels of government and local fund development opportunities with the goal of securing additional capital funding. Although those discussions remain an active component to the developing funding model no additional capital funding has been confirmed at this time. Community Services can commit to pay to the City up to \$150,000.00 per annum in loan repayment costs if the City agrees to pay the upfront costs to construct a full-service youth wellness centre to house Foundry.

This letter represents our formal request for the city's construction of a purpose built youth-facility on city property adjacent to the Greg Moore Youth Centre. In addition, we are also requesting the support

of City staff to assist in seeking financial contributions from higher levels of government. This municipal facility, as referenced in the staff report on December 5th, 2017, is estimated to cost \$4.6 million dollars and provides the opportunity to show-case incredible community partnerships and collaboration.

As a contributing partner, Community Services, would allocate the \$450,000.00 of capital funding provided by Vancouver Coastal Health and the St. Paul's Hospital Foundation, as well as \$150,000.00 annual infrastructure payments from the Fraser Health operating funds. In addition, any funds raised through a capital campaign run by Community Services and any funds received from government sources would go directly to loan repayment.

This city owned asset would be ideally located within the downtown core, accessible and welcoming for youth, young adults and their parents and caregivers. The facility would attract co-location of like-minded professionals, peer support staff, specialists, parent and youth advocates all working together in support of our growing community.

Thank you again for your continued and generous support of the Youth Wellness Centre and for your consideration of our requests.

Sincerely,



Glenn Campbell
Chairperson of the Board of Directors
Maple Ridge/Pitt Meadows Community Services
(Foundry Ridge Meadows: Host Agency)



Vicki Kipps
Executive Director
Maple Ridge/Pitt Meadows Community Services
(Foundry Ridge Meadows: Host Agency)

**MAPLE RIDGE – PITT MEADOWS COMMUNITY SERVICES
RIDGE MEADOWS CHILD YOUTH WELLNESS CENTRE**

THIS INDENTURE is made as of _____ but is actually executed on November 1, 2018.
IN PURSUANCE OF THE "LAND TRANSFER FORM ACT, PART 2"

BETWEEN:

City of Maple Ridge, having its offices at 11995 Haney Place, Maple Ridge, B.C. V2X 6A9

(Hereinafter called the "Landlord")

OF THE FIRST PART,

AND:

MAPLE RIDGE – PITT MEADOWS COMMUNITY SERVICES (Inc. No. S-9635), a registered society incorporated pursuant to the laws of British Columbia having a registered and records office at 22718 Lougheed Highway, Maple Ridge, BC V2X 2V6.

(Hereinafter called the "Tenant")

OF THE SECOND PART

WITNESSETH that in consideration of the rents, covenants, conditions, and agreements hereinafter respectively reserved and contained on the part of the Landlord and the Tenant to be respectively paid, kept, observed and performed the Landlord and the Tenant covenant and agree each with the other as follows:

1. The Landlord does hereby demise and lease unto the Tenant that portion of (hereinafter called the "Premises") of the **GREG MOORE YOUTH RECREATION CENTRE**, (hereinafter called the "Building") which is situated in the **CITY OF MAPLE RIDGE**, British Columbia on lands legally describes as:

Parcel Identifier:

**Lot: Remainder 118
City's Lots: 398 and 401
Group 1 NWD
New Westminster City
Plan: 60562**

(Hereinafter called the "said lands" which portion contains **385** square feet, including **Unit # 6, 8, and 11** and the computer lab on the Main Level, and is shown shaded on the plan attached hereto as Schedule "A".)

TO HAVE AND TO HOLD from the Commencement Date of Term (as hereinafter defined) for the term (hereinafter called the "Term") of **two years** thence ensuing unless sooner terminated pursuant to the provisions hereof.

2. YIELDING AND PAYING THEREFOR during each year of the Term rent of \$0.00.
3. For the purposes of this Lease:
 - (a) "Additional Rent" means of sums, other than rent payable pursuant to Article 2, payable by the Tenant as determined in accordance with the provisions of this Lease;
 - (b) "Commencement Date of Term" means **November 1, 2018**
4. The Tenant covenants and agrees with the Landlord:
 - (a) to pay when due every tax and license fee (including penalties for late payment thereof) in respect of any and every business carried on in or upon the Premises or in respect of the occupancy or use of the Premises by the Tenant (or by any and every of its sub-tenants) whether such taxes or license fees are charged by a municipal, federal or provincial government or other body and whether the statement or notice of such taxes or license fees are rendered to the Landlord or the Tenant;
 - (b) to pay all taxes, rates, licenses or assessments against any improvements, fixtures, machinery, equipment or like chattels erected or placed upon or affixed to the Premises by or on behalf of the Tenant or assessed against the business carried on by the Tenant therein, whether the statement or notice of such taxes, rates, licenses or assessments is rendered to the Landlord or the Tenant;
 - (c) to pay all rates, tolls and charges incurred in respect of the Premises for telephone and many other similar utilities required by the Tenant;
 - (d) that the Tenant shall, at the Tenant's expense, during the Term and any renewal thereof well and sufficiently repair and replace (excluding all structural repairs heating, air-conditioning and all other mechanical systems and replacements), maintain, amend and keep the Premises, and every part thereof and improvements thereon (including the fixtures, any washroom and the electrical and plumbing) in good and substantial repair, when, where and so often as need shall be, damage by fire and other risks against which the Landlord is insured excepted provided however that, notwithstanding the foregoing:
 - I. the Tenant shall repair and make good any damage caused by the Tenant or any of its employees, agents invitees or licenses; and
 - II. the Tenant shall use the Landlord's contractors for any repairs or replacements to the plumbing, electrical and sewerage systems and other mechanical systems in the Premises.
 - (e) to keep well painted the painted portions of the interior of the Premises;
 - (f) to give the Landlord or its agents prompt notice of any defect in the water or other pipes or fixtures, heating apparatus, electric or other wires and mechanical systems, and of visual structural defects in the Premises;

- (g) that the Tenant will continuously throughout the Term:
- I. Use and occupy the Premises only for the purposes of confidential health services to youth.
 - II. Operate its business of providing confidential health services to youth in full compliance with all federal, provincial and municipal statutes, regulations, codes and bylaws.
 - III. Ensure that all of the Tenant's employees or agents will be appropriately attired when conducting business of providing confidential health services to youth;
 - IV. At a minimum, operating the business of providing confidential health services to youth on Tuesdays, Wednesdays and Thursdays from 1:00 pm to 6:00 pm and Saturdays from 10:00 am to 5:00 pm;
- (h) that the Tenant shall abide by and comply with all laws, by-laws, rules regulations and requirements of every federal, provincial, municipal or other authority or any body of fire insurance underwriters which in any manner now or in the future relates to or affects the Premises and the use of and/or the business carried on and conducted therein;
- (i) that the Tenant shall forthwith discharge any liens at any time filed against and keep the Premises and the said lands from liens of which the Tenant is the cause of such filing and in the event that the Tenant fails to do so, the Landlord may, but shall be under no obligation to pay into Court the amount required to obtain a discharge of any such lien in the name of the Tenant and any amount so paid together with all disbursements and taxed costs in respect of such proceedings on a solicitor and client bases shall be forthwith due and payable by the Tenant to the Landlord as Additional Rent; and the Tenant shall indemnify and save harmless the Landlord from and against any and all manner of claims for liens for wages or materials or for damage to persons or property caused during the making of or in connection with any repairs, alterations, installations and additions which the Tenant shall make or cause to be made to the Premises; and shall allow the Landlord to post and shall keep posted on the Premises any notice that the Landlord may desire to post under the provisions of the "Builders Lien Act" and/or the "Repairers Lien Act" of British Columbia as amended or re-enacted from time to time or any successor legislation thereto;
- (j) that the Tenant shall not:
- I. assign or mortgage this Lease without the prior consent in writing of the Council of the Landlord, which consent shall not unreasonably be withheld; or
 - II. sublet the Premises or any part thereof or otherwise part with possession, in any manner whatsoever, of the Premises or any part thereof, without the prior consent in writing of the Council of the Landlord,

Any request for such consent shall be in writing and accompanied by details of the proposed assignment or subletting together with all information available to the Tenant and requested by the Landlord as to the responsibility, reputation, financial standing and business of the proposed assignee or subtenant;

- (k) that the Tenant shall not remove its goods from the Premises except in the usual course of business;
- (l) that the Tenant shall at its expense, provide janitorial services (with the exception of when the landlord uses the facility) to the Premises sufficient to keep the Premises tidy and in a clean and sanitary condition and free from odors, rodents, bugs and vermin and shall provide receptacles (in a location to be provided by the Landlord) for refuse and rubbish of all kinds (including proper refrigerated areas for perishable rubbish and garbage) and shall attend to the removal of the same from the Premises at regular intervals and shall not keep or leave any rubbish of any kind in or near the Premises;
- (m) that the Tenant will not carry on nor allow to be carried on, done or maintained on the Premises any work, business, occupation or thing which may be deemed a nuisance or which may be offensive or annoying to the Landlord or any other tenant of the Landlord or any other occupant of lands adjacent to the said lands or be improper, noisy or contrary to any law or to any municipal by-law for the time being in force or by which the Building shall be injured or which may increase the hazard of fire or liability of any kind or which may increase the premium rate of insurance against loss by fire or liability upon the Building (and, without waiving the foregoing prohibition the Landlord may demand and the Tenant shall pay to the Landlord upon demand, the amount of any such increase of cost) or cause the cancellation of or invalidate any policy of insurance of any kind upon or in respect of the same and the Tenant shall not bring any explosive or inflammable materials onto the Premises;
- (n) that the Tenant will allow prospective tenants to enter and inspect the Premises on business days during the period of six (6) months prior to the expiration of the Term and will allow the Landlord during the said period of six (6) months to place on the Premises a notice advertising that the Premises are for rent or to lease;
- (o) that the Tenant shall permit the Landlord and its authorized agents and employees to show the Premises to prospective purchasers of the said lands after normal business hours of the Landlord during the Term;
- (p) that the Tenant will provide all leasehold improvements as are necessary to operate the business of providing confidential health services to youth at no cost to the Landlord. The Landlord must approve the design and quality of the leasehold improvements prior to construction or installation of the same, and provided that the Tenant will not make or construct any alterations, additions or improvements in the Premises nor install any plumbing, piping, wiring or heating apparatus or other mechanical systems therein without the written permission of the Landlord first had and obtained (and which permission the Tenant acknowledges the Landlord may arbitrarily withhold) and at the end or sooner determination of the Term the Tenant will restore the Premises or any part thereof, to their condition as at the commencement of the Term reasonable wear and tear only excepted, if called upon to do so by the Landlord, but otherwise all repairs, alterations, installations and additions made or constructed by the Tenant upon or in the Premises, except moveable business fixtures brought thereon by the Tenant, shall be the property of the Landlord and shall be considered in all respects as part of the Premises;
- (q) that the Tenant will not erect or display any signs or nameplates on the outside of the Building or the Premises or on the said lands without the Landlord's approval thereof in writing first had and obtained and will remove the same upon the expiration of the Term

making good any damage caused by such removal and the Tenant shall be responsible for the cost of installing and maintaining all approved signage outside the Building;

- (r) To observe, obey and conform to and cause its employees, invitees and licensees to observe, obey and conform to the rules and regulations attached hereto as Schedule "B" and Schedule "E" and to all further reasonable rules and regulations from time to time made by the Landlord with regard to the good reputation, safety, care, cleanliness, appearance, management, use or occupation of the Building, the premises or the said lands and to have an attendant or supervisor present on the Premises at all times the Premises are in use;
- (s) That the Tenant has caused the Premises to be inspected and admits that the same are at the date first above mentioned in a good and substantial state of repair and that the same are now clean and in a satisfactory and sanitary condition;
- (t) That the Tenant, at the expiration or earlier termination of the Term, will peaceably surrender and give up possession of the Premises without notice from the Landlord;
- (u) That the Landlord shall have the right any time during the Term to repair or add to or alter the Building and for that purpose, if necessary, to enter into and upon or attach scaffolds or other temporary fixtures to the Premises, putting the Tenant to no unnecessary inconvenience;
- (v) that the Tenant shall indemnify and save harmless the Landlord from any and all liabilities, damages, costs, claims, suits or actions growing out of this Lease and, without limiting the generality of the foregoing, growing out of:
 - I. any breach, violation, or non-performance of any covenant, condition or agreement in this Lease set forth and contained on the part of the Tenant to be fulfilled, kept observed and performed;
 - II. any damage or injury to property of the Landlord while said property shall be in or about the Premises, the Building or the said lands; and
 - III. any damage or injury to any property or to any person including death resulting any time therefrom, occurring in or about the Premises;
 - IV. The Tenant shall provide the Landlord with proof of third party liability insurance (minimum three (3) million dollars for each occurrence) naming the City of Maple Ridge as named insured;

Provided that this indemnity shall survive the expiry or sooner determination of the Term, as to matters which arose prior to such expiration or sooner determination;

- (w) That the Tenant shall not cause or suffer or permit any oil or grease or any harmful, objectionable, dangerous, poisonous, inflammable or explosive matter or substance to be discharged into the drains or sewers in the Building or on the said lands or lands adjacent thereto, and will take all reasonable measures for ensuring that any effluent discharged will not be corrosive, poisonous or otherwise harmful, or cause obstruction, deposit or pollution within the Premises or the said lands;

- (x) that the Tenant shall not permit any vehicles belonging to the Tenant or its employees or persons delivering supplies and goods to the Premises to cause obstruction on any roads or driveways in the neighborhood of the Premises;
5. The Landlord covenants and agrees with the Tenant:
- (a) for quiet enjoyment;
 - (b) that the Tenant and its employees and customers may use the public washrooms located near the said lease space; the employees may use the community conference room as provided but must ensure the said room is kept in a clean and sanitary state.
 - (c) to maintain the structure of the Building and the surrounding common areas, including repairs to the roof, outside walls, foundations and paved areas save for damage caused thereto by the wrongful or negligent acts of the Tenant or its employees or agents.
 - (d) if and whenever the Rental hereby reserved or any part thereof shall not be paid the day appointed for payment thereof, whether demanded or not, or in case of breach or non-observance or non-performance of any of the covenants, agreements, provisos, conditions or rules and regulations on the part of the Tenant to be kept, observe or performed, or in case the Premises shall be vacated or remain unoccupied for five (5) days or without the written consent of the Landlord or in case the Premises shall be used by any person other than the Tenant, the Tenant's permitted assigns or permitted subleases, or for any other purpose than that for which the same were let or in case the Term shall be taken in execution or attachment for any cause whatever, then and in every such case, it shall be lawful for the Landlord at any time thereafter to enter into and upon the Premises or any part thereof in the name of the whole the same to have again, repossess and enjoy as of its former estate, provided that the Tenant has failed to rectify the alleged default or defaults after having been given seven (7) days' written notice to do so in the case of a default in the payment of Rental and after having been given fifteen (15) days' written notice to do so where the default is a default other than in the payment of Rental.
 - (e) The Landlord may from time to time resort to any or all of the rights and remedies available to it in the event of any default hereunder by the Tenant, either by any provision hereof or by statute or the general law, all of which rights and remedies are intended to be cumulative and not alternative, and the express provisions hereunder as to certain rights and remedies are not to be interpreted as excluding any other or additional rights and remedies available to the Landlord by statute or the general law.
6. It is hereby agreed that if the Tenant shall hold over other than by way of renewal after the expiration of the Term or any renewal thereof and the Landlord shall accept rent, the new tenancy thereby created shall be a tenancy from month to month and not a tenancy from year to year.
7. If the Tenant from time to time fails to observe or perform any of the covenants on its part herein contained or to make any payments required to be made by it or carry out any repairs according to notice given by the Landlord, the Landlord may perform such covenants or make such payments in whole or in part together with interest charged thereon or may enter and make or cause to be made such repairs, as the case may be, but the giving of any such notice or the making of any such payment or performing of such covenants or the undertaking of any such repairs by the Landlord shall not be deemed an acknowledgement or admission of any liability or

responsibility on the part of the Landlord. Any payment so made and the costs of performing any of such covenants or of any repairs so made or caused to be made and any damage, loss or expense suffered or incurred by the Landlord (including all legal fees on a solicitor and client basis) by reason of any failure of the Tenant to observe and comply with any of the covenants of the Tenant herein contained shall immediately become payable by the Tenant to the Landlord as Additional Rent.

8. The Landlord and the Tenant covenant and agree:

- (a) that the Tenant shall provide at its expense and maintain in force during the Term or any extension thereof commercial liability insurance in the sum of at least **THREE MILLION Dollars (\$3,000,000)** in respect of injury or death to one or more persons or property damage occurring either in, upon or near the Premises, the Building or the said lands naming the City of Maple Ridge as named insured;
- (b) that the Tenant shall ensure that all insurance referred to in this Article 8 shall:
 - I. be effected with insurers and brokers and upon terms and conditions satisfactory to the Landlord;
 - II. name the Landlord as an additional insured with the exception of the insurance policy referred to in clause 8 (a) hereof which policy shall contain a cross-liability clause in form and content satisfactory to the Landlord; and
 - III. provide that such policies shall not be cancelled or materially changed without thirty (30) days written notices first having been given to the Landlord;
- (c) that the Tenant shall deliver certified copies of all insurance policies required to be taken out by the Tenant hereunder and receipts for premiums paid therefor to the Landlord on demand;

9. Provided the same is not due to the negligence of the Landlord, its servants, agents and employees:

- (a) the Landlord, its agents, servants and employees shall not be liable nor responsible in any way for any injury, loss, damage or expense of any nature whatsoever and due to any cause or reason that may be suffered or sustained by the Tenant or any employee, agent, licensee or invitee of the Tenant or any other person who may be upon the Premises or the Building or the said lands, or for any loss of or damage to any property belonging to the Tenant or to its employees, agents, licensees or invitees or any other person while such employees, agents, licensees, invitees, or persons or property are on the Premises, the Building or the said lands;
- (b) under no circumstances shall the Landlord be liable for indirect or consequential damage or damages for personal discomfort or illness due to any cause or reason including, but without limiting the generality of the foregoing, the heating or air conditioning (if any) of the Premises or the Building or the operation of the plumbing or other equipment in the Building or in the Premises; and
- (c) it is hereby agreed that the Landlord shall not be responsible for any loss, damage or expense to the Premises or anything therein contained arising from any matter or thing

whatsoever including, without limiting the generality of the foregoing, any loss, damage or expense incurred by any overflow or leakage of water from any part of the Premises, the Building, the said lands or any adjoining buildings or premises, or occasioned by the use of water or by the breaking or bursting of any pipes or plumbing fixtures, or any other manner, or by seepage from adjoining lands or premises or by an accident or misadventure to or arising from any electrical wiring and/or appliances.

10. That no waiver of nor neglect to enforce the right to forfeiture of this Lease nor the right of re-entry by the Landlord upon breach of any covenants, conditions or agreements herein contained shall be deemed a waiver by the Landlord of such rights upon subsequent breach of the same or any other covenant or condition of this Lease.
11. If the Tenant hereunder shall be more than one person or entity, the covenants, provisos, conditions and agreements herein contained on the part of the Tenant herein shall be both joint and several covenants.
12. This Lease shall be construed and governed by the laws of the Province of British Columbia. All of the provisions of this Lease are to be construed as covenants and agreements as though the words importing such covenants and agreements were used in each separate paragraph hereof. Should any provisions of this Lease be illegal or not enforceable they shall be considered separate and severable from this Lease and its remaining provisions shall remain in force and be binding upon the parties hereto as though the illegal or unenforceable provision had never been included.
13. If the Landlord shall sell the said lands, the Landlord shall, as and from the date of such sale, be relieved of the further observance and performance of all of the covenants and obligations on its part herein contained.
14. Time shall be of the essence of this Lease.
15. Any notice to be given by the Landlord to the Tenant hereunder shall be well and sufficiently given if delivered or sent by prepaid registered mail to the Tenant addressed to the Tenant as follows:

**MAPLE RIDGE – PITT MEADOWS COMMUNITY SERVICES
YOUTH WELLNESS CENTRE
11925 Haney Place, Maple Ridge, B.C. V2X 6G2**

Or to any other address in British Columbia of which the Tenant shall advise the Landlord in writing and any notice to be given by the Tenant to the Landlord shall be well and sufficiently given if delivered or sent by prepaid registered mail to the Landlord addressed to the Landlord as follows:

**GREG MOORE YOUTH RECREATION CENTRE
11925 Haney Place, Maple Ridge, B.C. V2X 6A9
ATTENTION: Manager of Community Services**

16. The Tenant acknowledges that:
 - (a) there are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Lease save as expressly set out herein and that this Lease constitutes the entire agreement

between the Landlord and the Tenant and may not be modified except by subsequent agreement in writing executed by the Landlord and the Tenant; and

17. This Lease shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, personal representatives, successors and permitted assigns.
18. References to the Landlord or the Tenant shall be read with such changes in gender as may be appropriate, and, where appropriate, the singular shall mean the plural and vice-versa.
19. The Landlord and the Tenant acknowledge and agree that at the expiration of the renewal term there shall be the right of first renewal for two additional terms.
20. If under the provisions of Article 19 hereof the Landlord and the Tenant have failed to agree as to such rent payable for the Premises with respect to the renewal term, such rent shall be determined by a single arbitrator pursuant to the provision of The Commercial Arbitration Act, S.B.C. 1986 and any statutory modification or re-enactment thereof, or any successive legislation thereto.
21. It is understood and agreed that nothing contained in this Lease or in any acts of the parties hereto shall be deemed to create any relationship between the parties hereto other than the relationship of Landlord and Tenant.
22. The Landlord agrees that it will not lease any space in the Greg Moore Youth Recreation Centre to any other tenant who will provide comparable youth wellness services to those offered by the Tenant.

IN WITNESS WHEREOF the parties hereto have caused this Lease to be executed the day and year second above written.

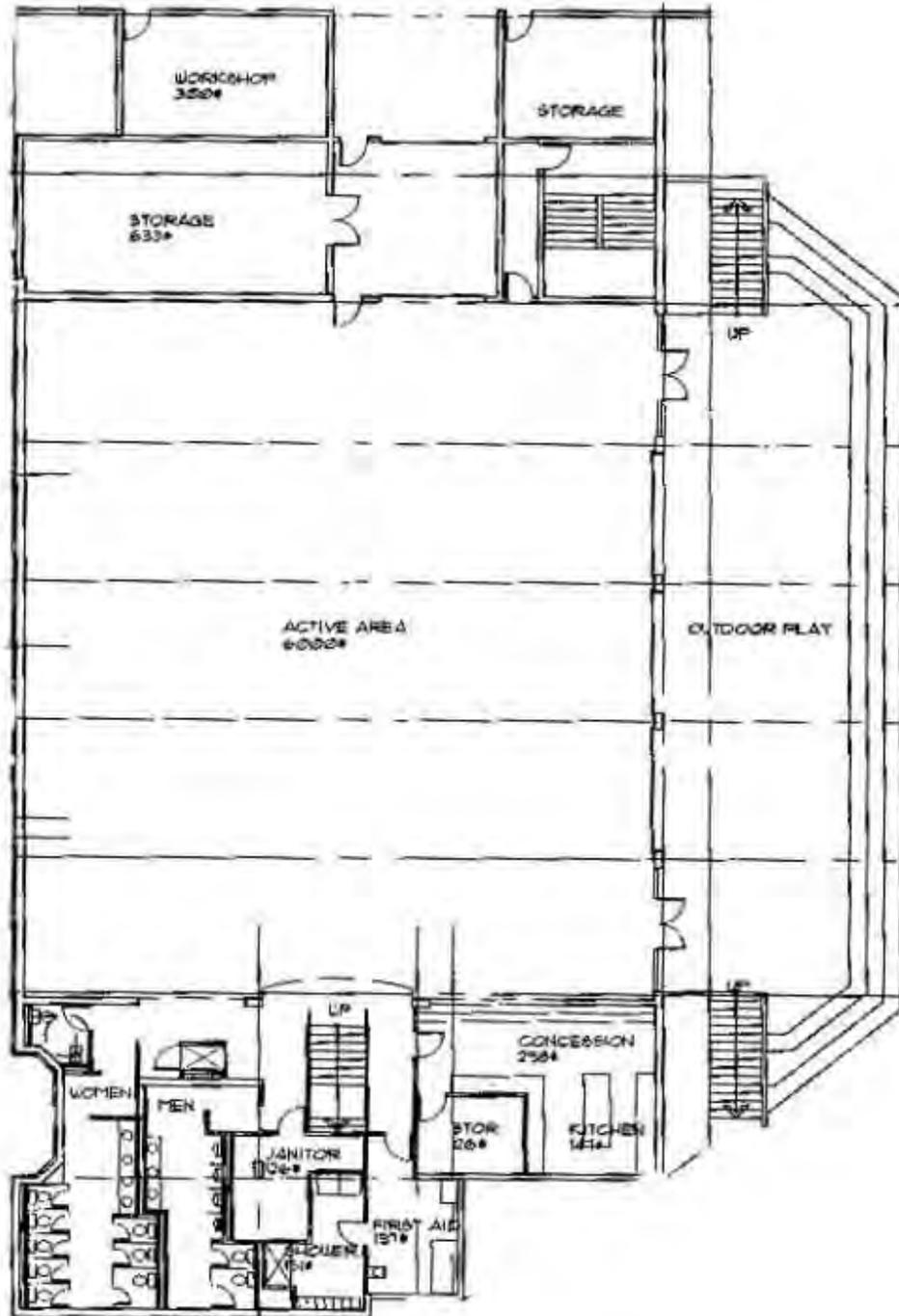
The Corporate Seal of The CITY OF MAPLE)
RIDGE was hereunto affixed in the presence)
of:)
) C/S
)
)
_____)
(Authorized Signatory))

The COMMON SEAL OF MAPLE RIDGE – PITT)
MEADOWS COMMUNITY SERVICES)
was hereunto affixed in the presence of:)
) C/S
)
)
_____)
Authorized Signatory:)

Authorized Signatory:

SCHEDULE "A" CONTINUED

PREMISES
(SKETCH PLAN/PREMISES)
LOWER FLOWER



SCHEDULE "B"

Rules and Regulations Referred to in Annexed Lease

- 1) The Tenant shall not perform any acts or carry on any practice which may injure the Premises or be a nuisance to other tenants in the Building or to the owners or occupiers of properties adjacent to the said lands.
- 2) The Tenant shall not burn any trash or garbage in or about the Building, the Premises or anywhere within the confines of the said lands.
- 3) All loading and unloading of merchandise, supplies, materials, garbage, refuse and other chattels shall be made only through or by means of such doorways as the Landlord shall designate.
- 4) The Tenant shall not bring into the Premises or the Building any equipment, motor or any other thing which might damage the Building or the Premises.
- 5) No large animals shall be allowed or kept in or about the Premises.
- 6) The Tenant shall not be permitted to use or keep in the Building any gasoline, coal oil, burning fluid or other inflammable material.
- 7) No one shall use the Premises for sleeping quarters.
- 8) The Landlord agrees that the Tenant may have the use of auxiliary rooms at no extra cost; as outlined in Schedule "D"
 - I. when available;
 - II. when use is limited to Citizens aged 18 and under
 - III. when activity in auxiliary room is open to all youth of Maple Ridge
 - IV. when activity in auxiliary room is a not for profit event.
 - V. when extra cost is not incurred by the Landlord;
- 9) The space will not be available for community use outside of the hours of 6AM-10PM unless special arrangements are made by **Maple Ridge Pitt Meadows Community Services** with City of Maple Ridge staff.

SCHEDULE "B" CONTINUED

Rules and Regulations Referred to in Annexed Lease

Greg Moore Youth Centre Lease Partner Guidelines:

The Vision for the Greg Moore Youth Recreation Centre is for a community facility that brings all service providers together to connect with and provide quality services for Youth; and a Place that provides a safe and secure location offering positive alternatives including recreation, social, health, education, and physical opportunities, counselling, training, leadership development and job skill training. Youth will be involved in a significant way in the operation and programming of the Centre.

The tenant is expected to:

- support the philosophy of Youth Services Program area;
- commit to sign a joint Oath of Confidentiality. In this setting, this refers to respecting the privacy of each child/youth/family and the respectful use of information gained through the professional relationship;
- adhere to the drop-in hours (6:00 pm to 10:00 pm) and Youth Centre drop-in ages (12 to 18 years). All program and partners activities should adhere to these hours and ages. Access to space outside the core operation hours may be negotiated on an individual agency basis;
- submit proof of criminal record checks as per City of Maple Ridge policy and procedures, and renewed annually or with each break in employment;
- maintain service that is: inclusive, accessible, and committed to connecting youth with community resources;
- Where appropriate, provide education, guidance, support and/or life skills training for youth;
- Be committed to giving young people the chance to form relationships with caring adults, build skills, exercise leadership, and help their communities by profiling the positive contributions of Youth;
- Be committed to working in partnership with all other agencies and youth groups contributing to the Youth Centre operation. This may include offering support to other agencies, working in partnership when possible, respecting the mandate of other agencies and groups), and a willingness to work together by having open communication and information sharing when done in the best interests of youth.
- consistently support and apply the City of Maple Ridge's youth program Code of Conduct attached hereto as Schedule "E" in order to establish a positive climate/culture in which structure, support and encouragement assist individuals in developing a sense of self-discipline and community responsibility.
- be committed to a monthly inter-agency meeting for all lease partners working out of the Greg Moore Youth Centre and City of Maple Ridge staff.

- The tenant/partner is required to inform their staff, clients, participants, volunteers and other service providers under the direction of the tenant about the City's Code of Conduct attached hereto as Schedule "E" and its expectations.
- If it is identified by City staff that any client and/or participant of the tenant/partner is not following the City of Maple Ridge Code of Conduct attached hereto as Schedule "E", the tenant agrees to make a commitment to jointly meet with City staff, the client and/or participant to help resolve the issue.
- In cases where individuals are suspended or banned from Maple Ridge park and or recreation facilities, and/or have an order not to be on municipal parks, facilities and open space for a determined amount of time, the expectation is for the tenant/partner to support the processes if their clients are affected by this decision.

SCHEDULE "C"
PAYMENT DETAILS

Term	Per Square Footage	Per Annum	Monthly Fee	Monthly (including GST)
2 Years	\$0.00	\$0.00	\$0.00	\$0.00

SCHEDULE "D"

**COMMON AREAS AVAILABLE
FOR BOOKING AND USE**

- Multi-purpose Room
- Community Conference Room
- Active Area
- Kitchen
- Lounge Area

Common areas available for booking and use are subject to alteration by the Landlord and subject to all the Landlord's procedures for booking and use.

SCHEDULE “E”

Code of Conduct

1. Purpose:

The City of Maple Ridge has a responsibility to establish expectations of youth conduct in community based youth centres owned and operated by the City of Maple Ridge. Responsibility for youth behavior and conduct of youth is shared among youth, City of Maple Ridge staff and parents in order to create a safe, caring and orderly environment. To support these aims, the City of Maple Ridge has established a Code of Conduct for youth that shall be followed in all youth centres.

2. Responsibilities:

City staff are responsible for consistently supporting and applying the Code of Conduct and establishing a positive climate in which structure, support and encouragement assist youth in developing a sense of self-discipline and responsibility. City staff are required to inform participants, volunteers, community partners and the community about the Code of Conduct and its expectations.

Youth are responsible for respecting the rights and dignity of others free from discrimination as set out in the BC Human Rights Code and becoming actively and productively involved in their own learning and social growth.

Parents/Guardians and all other adults working with youth in City facilities are responsible for knowing and supporting the City’s Code of Conduct, and encouraging youth to understand and follow its expectations.

3. Expectations:

(a) The City of Maple Ridge believes that acceptable behaviors and conduct are fostered in a positive climate in which:

- all youth feel safe, valued and trusted, and have the opportunity to develop, assume and maintain responsibility and self-motivation;
- all youth feel supported without fear of retaliation in reporting unsafe conditions, actions or potential incidents;
- there is a joint effort to learn and a feeling of mutual respect among staff, youth and parents;
- appropriate behavior is taught, encouraged, modeled, practiced, and acknowledged, thereby increasing youth self-respect and positive social behaviors;
- disciplinary action, wherever possible, is preventative and restorative, rather than solely punitive;
- disciplinary action is considerate of youths with special needs if these youths are unable to fully comply with the code of conduct due to a diagnosed disability of an intellectual, physical, sensory, emotional or behavioral nature.
- expectations for youth behavior increase as they become older and more mature;

(b) The City of Maple Ridge believes that acceptable youth conduct, based on respect for oneself, respect for others, and respect for property is essential to the development of responsible citizens. To this end, youth are expected to:

- respect the rights of all persons within the City including peers, staff, parents and volunteers;
- refrain from lying, cheating, stealing;
- work cooperatively with others;
- respect the legitimate authority of City staff;
- respect all City property, including buildings and equipment;
- respect the diversity of our City community;
- behave in a safe and responsible manner at all times;
- refrain from any behavior that would threaten, harass, bully¹, intimidate, assault or discriminate against, in any way, any person within the City community on or off City property;
- refrain from being in possession of or under the influence of drugs and/or alcohol in all City facilities or on City grounds or at City sponsored functions and activities;
- refrain from being in possession of weapons of any kind in City or at City activities;
- refrain from inappropriate computer and/or multi-media device usage in accordance with City policies (cell phones, cameras, etc.).

Any breach of the Code of Conduct is unacceptable. Youth are encouraged to inform a responsible adult when becoming aware of any infraction of the Code of Conduct.

4. Notification:

The area manager will ensure that each Youth Supervisor, in consultation with staff, parents and youths (when appropriate), establishes a code of conduct for their Youth Centre that is consistent with the Code of Conduct and which reflects the provincial standards.

The City's Code of Conduct and a summary of the City's policies on Suspension, Banning, Re-admittance, Possession of Weapons and Explosives, Drugs and Alcohol shall be communicated to all staff annually.

Under the Freedom of Information and Protection of Privacy Act and/or other relevant legislation, it may be necessary to advise other parties of serious breaches of the Code of Conduct.

5. Consequences:

Youth will be disciplined in a timely and fair manner and such discipline shall be in accordance with City policies on Suspension, Banning, and Re-admittance.

Youth, while attending City-sponsored functions and activities, shall be subject to the Code of Conduct. Youth may be subject to discipline under the Code of Conduct for any conduct which has the effect of negatively impacting the environment, whether that conduct occurs on or off City property, at a City-sponsored function or activity, or elsewhere.

Serious breaches of conduct that threaten the safety and welfare of others will be referred directly to the Area Manager.

¹ Bullying includes but is not limited to physical or verbal intimidation, verbal harassment and cyber bullying.

TO: Her Worship Mayor Nicole Read
and Members of Council
MEETING DATE: June 26, 2018
FILE NO: 1931345
FROM: Chief Administrative Officer
MEETING: Council
SUBJECT: Cottonwoods Child Care Centre Lease Renewal

EXECUTIVE SUMMARY:

Starting Blocks Childcare, doing business as Cottonwoods Child Care Centre, has requested that their lease of the multipurpose room at the Planet Ice facility be renewed for a period of three years with an option to renew at the end of the lease. The child care provider has met all of the obligations of their current lease to date, and is relied on for child care services by 45 children and their families living in the Albion/Kanaka neighbourhood.

RECOMMENDATION:

That the Cottonwoods Child Care Centre lease agreement be renewed for an additional three-year period ending on June 30, 2021, with an option to renew.

DISCUSSION:

a) Background Context:

Cottonwoods Child Care Centre has been operating in Maple Ridge for 19 years. The company provides child care for families with children attending both the regular school schedule and the year-round curriculum. The site is 560 square feet and located on the 2nd floor of Planet Ice. It is shared space that the City of Maple Ridge has access to outside the child care hours. Cottonwoods Child Care Centre holds a secondary lease with RG Properties (owner of Planet Ice) to operate a complementary service on the first floor of the same building. Between the two spaces, families have access to licensed all day child care and before and after school programming.

b) Desired Outcome:

The desired outcome is to continue to make use of the multipurpose space in Planet Ice during non-peak day time hours, while ensuring that child care services remain available for residents in the Albion/Kanaka neighbourhood.

c) Strategic Alignment:

Renewing the Cottonwoods Child Care Centre lease aligns with the Parks, Recreation and Culture Master Plan objective to continue the provision of programs for children in the community.

d) Citizen/Customer Implications:

Nearby residents will benefit from the uninterrupted and ongoing availability of child care service in their neighbourhood.

e) Business Plan/Financial Implications:

The lease renewal aligns with the City's practice of regular, modest rent increases to ensure that rates remain current and avoid significant impact to the tenant and wider community. The proposed rate would increase from \$6.75 per square foot to \$7.00 per square foot. Section 4(s) of the lease addresses potential renovations taking place at the Planet Ice facility and implications to the tenant.

CONCLUSIONS:

Cottonwoods Child Care Centre provides child care services for 45 children and their families, and has met all of the obligations of their lease to date. Staff recommends renewing the lease for a three-year term, with the option to renew for an additional three years in 2021.

"Original signed by Russ Brummer"

Prepared by: Russ Brummer, Manager of Business Operations

"Original signed by Danielle Pope"

Reviewed by: Danielle Pope, Director of Recreation & Community Services

"Original signed by Kelly Swift"

Approved by: Kelly Swift, BGS, MBA
General Manager Parks, Recreation & Culture

"Original signed by Paul Gill"

Concurrence: **Paul Gill, CPA, CGA**
Chief Administrative Officer

Attachments:

(1) Cottonwoods Child Care Centre Lease Agreement

SCHEDULE "A"
COTTONWOODS CHILD CARE CENTRE

THIS INDENTURE is made as of the ___ day of _____ 2018 but is actually executed on the 1st day of July, 2018.

IN PURSUANCE OF THE "LAND TRANSFER FORM ACT, PART 2"

BETWEEN:

CITY OF MAPLE RIDGE, a corporate body having its offices at
**11995 Haney Place, Maple Ridge, in the Province
of British Columbia, V2X 6A9.**
(Hereinafter called the "Landlord")

OF THE FIRST PART,

AND:

STARTING BLOCKS CHILDCARE Inc.,
A company incorporated under the laws of the Province of British Columbia, having
its registered office at
23588 105th Ave , Maple Ridge, B.C. V2W 1B8

Operating as **COTTONWOODS CHILD CARE CENTRE,**

Leah Faulkner – owner/operator
(604) 462-1252 (h)
(604) 861-6997 (c)
(604) 463-4003 (b)

(Hereinafter called the "Tenant")

OF THE SECOND PART

WITNESSETH that in consideration of the rents, covenants, conditions, and agreements hereinafter respectively reserved and contained on the part of the Landlord and the Tenant to be respectively paid, kept, observed and performed the Landlord and the Tenant covenant and agree each with the other as follows:

1. The Landlord does hereby demise and lease unto the Tenant that portion of (hereinafter called the "Premises") of Planet Ice, (hereinafter called the "Building") which is situated in Maple Ridge, British Columbia on lands legally described as:

Parcel Identifier: 011-345-861. Lot 7 Except: Firstly: Part Subdivided by Plan 10131. Secondly: Parcel "A" (Reference Plan 13150). Thirdly: Part Road on Plan 84213. District Lots 275, 405, 408 Group 1 New Westminster District Plan 8827;

(Hereinafter called the "said lands" which portion contains 560 square feet and is shown outlined in red on the plan attached hereto as Schedule "C".

TO HAVE AND TO HOLD from the Commencement Date of Term (as hereinafter defined) for the term (hereinafter called the "Term") of three (3) years thence ensuing unless sooner terminated pursuant to the provisions hereof.

2. YIELDING AND PAYING THEREFOR during each year of the Term rent will be Four Thousand Eight Hundred and Sixty Four (\$4,864) + GST and the amount payable will be divided up in ten (10) equal consecutive installations of Three Hundred and Fifteen Dollars (\$315.00) + GST each for the months of September to June and two (2) equal consecutive installations of Eight Hundred and Fifty Seven Dollars (\$857.00) + GST for July and August. Such does not include the Tenant's share of property taxes if charged, but does include any common area costs payable in respect of the said lands and the Building.

 3. For the purposes of this Lease:
 - (a) "Additional Rent" means sums, other than rent payable pursuant to Article 2, payable by the Tenant as determined in accordance with the provisions of this Lease;
 - (b) "Commencement Date of Term" means July 1, 2018;
 - (c) "Rental" means the aggregate of the rent and Additional Rent payable hereunder.

 4. The Tenant covenants and agrees with the Landlord:
 - (a) To pay Rent without any deduction therefrom all at the times and in the manner herein provided;
 - (b) To pay when due every tax and license fee (including penalties for late payment thereof) in respect of any and every business carried on in or upon the Premises or in respect of the occupancy or use of the Premises by the Tenant (or by any and every of its sub-tenants) whether such taxes or license fees are charged by a municipal, federal or provincial government or other body and whether the statement or notice of such taxes or license fees are rendered to the Landlord or the Tenant;
 - (c) To pay all rates, tolls and charges incurred in respect of the Premises for telephone and other similar utilities required by the Tenant;
 - (d) To repair and make good any damage caused by the Tenant or any of its employees, agents invitees or licensees;
 - (e) To keep well painted the painted portions of the interior of the Premises;
 - (f) To give the Landlord or its agents prompt notice of any defect in the water or other pipes or fixtures, heating apparatus, electric or other wires and mechanical systems, and of visual structural defects in the Premises;
-

- (g) To submit each year's schedule request and any subsequent schedule changes to the Landlord in a timely manner. While every effort will be made to accommodate the tenant's schedule requests, the Landlord retains the right to decline requested hours of use depending on the hours that the Building may be open to the public;
 - (h) To make every effort to notify the Landlord when the Tenant is not using the Premise so that the Landlord can make the Building available to other user groups;
 - (i) That the Tenant will continuously throughout the Term:
 - I. Use and occupy the Premises only for the purposes of a Child Care service;
 - II. Operate the business of providing Child Care services in the leased space based on the following schedule:
 - Monday – Thursday 7:00 am to 8:00 am and 2:30 pm to 5:30 pm
 - School District No. 42 professional development days 7:00 am to 5:30 pm
 - The months of April, December, July and August 7:00 am to 5:30 pm
 - III. Operate its business of providing Child Care services in full compliance with all federal, provincial and municipal statutes, regulations, codes and bylaws;
 - IV. Ensure that any employee or agent of the Tenant engaged in the business of providing Child Care services will, at all times be licensed and in good standing with the Ministry of Health and hold all required licenses and certificates;
 - (j) That the Tenant shall not:
 - I. Assign or mortgage this Lease without the prior consent in writing of the Council of the Landlord, which consent shall not unreasonably be withheld; or
 - II. Sublet the Premises or any part thereof or otherwise part with possession, in any manner whatsoever, of the Premises or any part thereof;
 - (k) That the Tenant shall at its expense, provide janitorial services (with the exception of when the landlord uses the facility) to the Premises sufficient to keep the Premises tidy and in a clean and sanitary condition and free from odors, rodents, bugs and vermin and shall provide receptacles (in a location to be provided by the Landlord) for refuse and rubbish of all kinds (including proper refrigerated areas for perishable rubbish and garbage) and shall attend to the removal of the same from the Premises at regular intervals and shall not keep or leave any rubbish of any kind in or near the Premises;
 - (l) That the Tenant will provide all leasehold improvements as are necessary to operate the business of providing Child Care services at no cost to the Landlord. The Landlord must approve the design and quality of the leasehold improvements prior to construction or installation of the same, and provided that the Tenant will not make or construct any alterations, additions or improvements in the Premises nor install any plumbing, piping, wiring or heating apparatus or
-

other mechanical systems therein without the written permission of the Landlord first had and obtained (and which permission the Tenant acknowledges the Landlord may arbitrarily withhold) and at the end or sooner determination of the Term the Tenant will restore the Premises or any part thereof, to their condition as at the commencement of the Term reasonable wear and tear only excepted, if called upon to do so by the Landlord, but otherwise all repairs, alterations, installations and additions made or constructed by the Tenant upon or in the Premises, except moveable business fixtures brought thereon by the Tenant, shall be the property of the Landlord and shall be considered in all respects as part of the Premises;

- (m) That the Tenant will not erect or display any signs or nameplates on the outside of the Building or the Premises or on the said lands without the Landlord's approval thereof in writing first had and obtained and will remove the same upon the expiration of the Term making good any damage caused by such removal and the Tenant shall be responsible for the cost of installing and maintaining all approved signage outside the Building;
 - (n) That the Tenant will observe, obey and conform to and cause its employees, invitees and licenses to observe, obey and conform to the rules and regulations attached hereto as Schedule "B" and to all further reasonable rules and regulations from time to time made by the Landlord with regard to the good reputation, safety, care, cleanliness, appearance, management, use or occupation of the Building, the premises or the said lands and to have an attendant or supervisor present on the Premises at all times the Premises are in use;
 - (o) That the Tenant has caused the Premises to be inspected and admits that the same are at the date first above mentioned in a good and substantial state of repair and that the same are now clean and in a satisfactory and sanitary condition;
 - (p) That the Tenant will produce to the Landlord from time to time at the request of the Landlord satisfactory evidence of the due payment by the Tenant of all payments required to be made by the Tenant under this Lease;
 - (q) That the Tenant shall promptly make whole at its sole cost and expense all damaged glass (including plate glass) in the Premises;
 - (r) That the Tenant, at the expiration or earlier termination of the Term, will peaceably surrender and give up possession of the Premises without notice from the Landlord;
 - (s) The Landlord retains the rights at any time during the Term of this Lease to add to, alter, repair and restructure the building (the "Works") within which the Premises are situate, and the right to enter into the Tenant's Premises, if in the reasonable opinion of the Landlord it is convenient to enter into the Tenant's Premises to undertake the Works, putting the Tenant to as little inconvenience as possible; however, if the Works, in the opinion of the Landlord, require that the Tenant temporarily cease using and occupying the Premises, Rent shall abate for the period of time that the Premises are unavailable to the Tenant, and the
-

Landlord shall not be liable for costs or any compensation incurred by the Tenant in moving to and renting temporary alternate premises;

- (t) That the Tenant shall indemnify and save harmless the Landlord from any and all liabilities, damages, costs, claims, suits or actions arising from the Tenant's actions and use of the Building and, without limiting the generality of the foregoing, arising from:
 - I. Any breach, violation, or non-performance of any covenant, condition or agreement in this Lease set forth and contained on the part of the Tenant to be fulfilled, kept, observed and performed;
 - II. Any damage or injury to property of the Landlord while said property shall be in or about the Premises, the Building or the said lands; and
 - III. Any damage or injury to any property or to any person including death resulting at any time therefrom, occurring in or about the Premises.
 - IV. The Tenant shall provide the Landlord with proof of third party liability insurance (minimum three (3) million dollars for each occurrence) naming the City of Maple Ridge as named insured.
5. The Landlord covenants and agrees with the Tenant:
- (a) For quiet enjoyment;
 - (b) That the Tenant and its employees and customers may use the public washrooms located nearest the Premises, but must ensure the said washrooms are kept in a clean and sanitary state.
 - (c) To maintain the structure of the Building and the surrounding common areas, including repairs to the roof, outside walls, foundations and paved areas save for damage caused thereto by the wrongful or negligent acts of the Tenant or its employees or agents.
6. It is hereby agreed that if the Tenant shall hold over other than by way of renewal after the expiration of the Term or any renewal thereof and the Landlord shall accept rent, the new tenancy thereby created shall be a tenancy from month to month and not a tenancy from year to year, and shall be subject to the covenants and conditions herein contained so far as the same are applicable to a tenancy from month to month, and the rent payable under such monthly tenancy shall be the then current monthly rent plus 25% until such time as the Tenant and the Landlord agree to a rent or an annual term for a further three year term.
7. If the Tenant from time to time fails to observe or perform any of the covenants on its part herein contained or to make any payments required to be made by it or carry out any repairs according to notice given by the Landlord, the Landlord may perform such covenants or make such payments in whole or in part together with interest charged thereon or may enter and make or cause to be made such repairs, as the case may be, but the giving of any such notice or the making of any such payment or performing of such covenants or the undertaking of any such repairs by the Landlord
-

shall not be deemed an acknowledgement or admission of any liability or responsibility on the part of the Landlord. Any payment so made and the costs of performing any of such covenants or of any repairs so made or caused to be made and any damage, loss or expense suffered or incurred by the Landlord (including all legal fees on a solicitor and client basis) by reason of any failure of the Tenant to observe and comply with any of the covenants of the Tenant herein contained shall immediately become payable by the Tenant to the Landlord as Additional Rent.

8. If the Landlord shall sell the said lands, the Landlord shall, as and from the date of such sale, be relieved of the further observance and performance of all of the covenants and obligations on its part herein contained.
9. Time shall be of the essence of this Lease.
10. Any notice to be given by the Landlord to the Tenant hereunder shall be well and sufficiently given if delivered or sent by prepaid registered mail to the Tenant addressed to the Tenant as follows:

STARTING BLOCKS CHILDCARE Inc. a, Company incorporated under the laws of the Province of British Columbia, having its registered office at
23588 105th Ave , Maple Ridge, B.C. V2W 1B8

but operating as COTTONWOODS CHILD CARE CENTRE,

Or to any other address in British Columbia of which the Tenant shall advise the Landlord in writing, and any notice to be given by the Tenant to the Landlord shall be well and sufficiently given if delivered or sent by prepaid registered mail to the Landlord, addressed to the Landlord as follows:

11995 Haney Place
Maple Ridge, BC V2X 6G2
Business Operations Manager

11. The Tenant acknowledges that:
 - (a) There are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Lease save as expressly set out herein and that this Lease constitutes the entire agreement between the Landlord and the Tenant and may not be modified except by subsequent agreement in writing executed by the Landlord and the Tenant; and
 - (b) The Landlord shall deliver this Lease to the Tenant in registered form provided that preparation of all necessary plans and explanatory plans to enable this Lease to be put into registered form shall be at the Tenant's expense.
 12. This Lease shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, personal representatives, successors and permitted assigns.
-

13. References to the Landlord or the Tenant shall be read with such changes in gender as may be appropriate, and, where appropriate, the singular shall mean the plural and vice-versa.

14. The landlord and the Tenant acknowledge and agree that at the expiration of the term (June 30, 2021) there shall be an option for renewal.

15. It is understood and agreed that nothing contained in this Lease or in any acts of the parties hereto shall be deemed to create any relationship between the parties hereto other than the relationship of Landlord and Tenant.

IN WITNESS WHEREOF the parties hereto have caused this Lease to be executed the day and year second above written.

The Corporate Seal of CITY OF MAPLE RIDGE)
was hereunto affixed in the presence of:)
)
)
_____)
(Authorized Signatory))
)

C/S

The COMMON SEAL OF STARTING BLOCKS)
CHILDCARE INC. was hereunto affixed in the)
presence of:)
)
)
_____)
Authorized Signatory:)

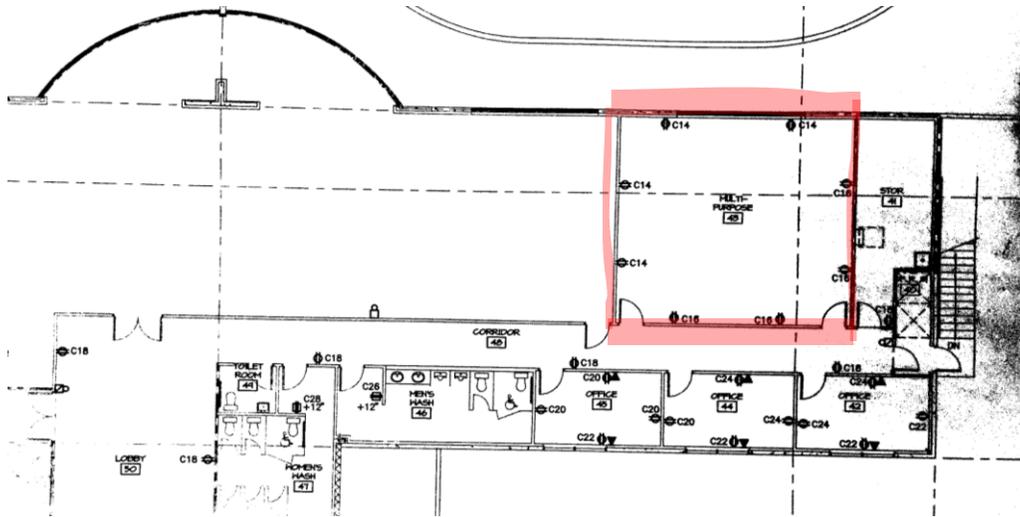
C/S

Authorized Signatory:

SCHEDULE "B"**Rules and Regulations Referred to in Annexed Lease**

- 1) The Tenant shall not perform any acts or carry on any practice which may injure the Premises or be a nuisance to other tenants in the Building or to the owners or occupiers of properties adjacent to the said lands.
 - 2) The Tenant shall not burn any trash or garbage in or about the Building, the Premises or anywhere within the confines of the said lands.
 - 3) All loading and unloading of merchandise, supplies, materials, garbage, refuse and other chattels shall be made only through or by means of such doorways as the Landlord shall designate in writing from time to time.
 - 4) The Tenant shall not bring into the Premises or the Building any equipment, motor or any other thing which might damage the Building or the Premises.
 - 5) No large animals shall be allowed or kept in or about the Premises.
 - 6) The Tenant shall not be permitted to use or keep in the Building any gasoline, coal oil, burning fluid or other inflammable material.
 - 7) No one shall use the Premises for sleeping quarters.
 - 8) Any hand trunks, carryalls, or similar appliances used in the Building shall be equipped with rubber tires, safety locks and such other safeguards as the Landlord and Building Operator may require.
 - 9) The Tenant shall secure all belongings kept on the premises in a locked container provided by the Tenant.
 - 10) The leased area will be available for community use outside of the hours of use designated to the Tenant, as described in Section 4. i) II of Schedule "A".
 - 11) When the premises are available for community use outside of the hours scheduled to the Tenant, the premises must be made usable, for example, the Tenant's belongings must be removed as not to interfere with the full time use of the room.
 - 12) If the Tenant wants expanded use of the facility, beyond the hours provided for in this lease, they may submit their request to the Landlord. Such requests will be considered based on availability, and additional rent will be charged for each hour of use based on the City of Maple Ridge Fees and Charges Policy that is current at the time of the request.
 - 13) Cleaning of the floor will be cost shared between both parties due to shared space.
-

SCHEDULE "C"
PREMISES
SECOND FLOOR



TO: Her Worship Mayor Nicole Read
and Members of Council
MEETING DATE: June 26, 2018
FILE NO: 1972659
FROM: Chief Administrative Officer
MEETING: Council
SUBJECT: Albion Community Centre Operating Model

EXECUTIVE SUMMARY:

At Council Workshop on January 23, 2018, Council directed staff to facilitate a conversation with School District No. 42 (SD42) and the YMCA of Greater Vancouver to explore the feasibility of a tri-party agreement with the City of Maple Ridge for the operation of the Albion Community Centre (ACC) on a joint park/school site in Albion. Initial discussions between the parties have now taken place.

Staff recommend that the City proceed with extending an Expression of Interest to operate the ACC, and that the YMCA be invited to participate; and, that a task group that includes SD42 and City staff be formed to explore whether or not a tri-party arrangement is the best model for this opportunity.

RECOMMENDATION:

That staff conduct a call for Expressions of Interest (EOI) for the operation and program servicing of the Albion Community Centre; and further

That a Task Group composed of City of Maple Ridge and School District No. 42 staff be formed under the 2017 Master Agreement on Cooperation for the Joint Use of Public Facilities and Coordination of Services to develop a recommendation regarding a tri-party agreement for the operation of the Albion Community Centre.

DISCUSSION:

a) Background Context:

SD42 is a significant partner in the operation of joint park/school sites such as the South Albion Elementary School and the Albion Community Centre location. This collaborative model aligns with the Master Agreement on Cooperation for the Joint Use of Public Facilities and Coordination of Services which delivers operating efficiencies and enhances services to the community. Given this relationship and the benefits that it delivers, Council directed staff to explore the feasibility of a tri-party agreement with SD42 regarding the potential for the YMCA to operate the Albion Community Centre (ACC) on January 23, 2018.

As Council is aware, the City of Maple Ridge uses a variety of models to operate sport, recreation and cultural facilities including direct operation by City staff as well as contracted operating agreements with not-for profit organizations and businesses that have expertise in a

particular service area. The City engages contract services when it provides an added benefit to citizens.

A tri-party relationship between an operator, SD42 and the City, may provide a beneficial structure to enhance the level of service that an operator is able to provide to the community. For example, any special arrangements that would benefit students of South Albion Elementary or the community would be defined in a tri-party agreement. This may include access to the school gymnasium and classrooms for specific hours or other arrangements that would enhance programming opportunities. For clarity however, neither the City nor SD42 are obligated to participate in a tri-party agreement. If the City determines that the best operating model for the community center is through a different agreement structure, the City has the ability to elect to do so.

The intent of a Task Group is to ensure a rich dialogue with SD42 to explore all opportunities to maximize programming and services to the community, in order to identify the best model for staff to recommend to Council following the conclusion of the EOI process and the Task Group discussions.

When selecting an operator for the ACC, a competitive procurement process is required in order to meet the City's procurement policy as well as the Federal International Trade Agreement. To meet this obligation, staff recommends that the City utilize a call for Expressions of Interest and that the YMCA be invited to participate. On conclusion of the EOI process, a Request for Proposals process might also be considered if additional information is required. Whether or not this is needed will depend on the EOI submissions. If a second step is recommended, the decision to do so will be brought back to Council.

b) Desired Outcome:

The desired outcome is to select an operating model for ACC that best meets the programming needs identified through the community consultation process and that maximizes community benefits.

c) Strategic Alignment:

This project aligns with the City of Maple Ridge Parks, Recreation and Culture Master Plan, and with the 2017 Master Agreement on Cooperation for the Joint Use of Public Facilities and Coordination of Services. The project is also consistent with the City's Official Community Plan and Albion Area Plan, and reflects information gathered through two community engagement processes.

d) Citizen/Customer Implications:

The selection of a suitable operating model for the Albion Community Centre is critical to ensuring that community programming needs are met and that the full range of opportunities to serve the community from this facility are achieved. This may include an enhanced level of service to students of the new South Albion Elementary School, families in the vibrant and growing Albion neighbourhood, and citizens throughout Maple Ridge.

e) Business Plan/Financial Implications:

\$600,000.00 per annum is included in the City's operating budget to address operating costs for the ACC.

CONCLUSIONS:

Should Council endorse the recommendation in this report, staff will initiate a call for Expressions of Interest. Following the EOI process, discussions will take place within the SD42/City Task Group to explore the benefits that a tri-party agreement may offer. Following that, staff will report back to Council.

“Original signed by Don Cramb”

Prepared by: Don Cramb, Senior Recreation Manager

“Original signed by Danielle Pope”

Approved by: Danielle Pope, Director of Recreation & Community Services

“Original signed by Kelly Swift”

Approved by: Kelly Swift, BGS, MBA,
General Manager Parks, Recreation & Culture

“Original signed by Paul Gill”

Concurrence: Paul Gill, CPA, CGA,
Chief Administrative Officer