

City of Maple Ridge

COUNCIL WORKSHOP AGENDA

November 23, 2021

11:00 a.m. to 11:30 a.m.

Virtual Online Meeting including Council Chambers

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

REMINDER: Council Meeting – November 23, 2021 at 7:00 p.m.

1. APPROVAL OF THE AGENDA

2. ADOPTION OF MINUTES

- October 26, 2021
- November 2, 2021
- November 9, 2021
- November 16, 2021

3. PRESENTATIONS AT THE REQUEST OF COUNCIL

4. UNFINISHED AND NEW BUSINESS

4.1 Parks, Recreation & Culture (PRC) Master Plan Process

Staff report dated November 23, 2021 providing information on a recommended approach to ensure the community's short and long-term visions for the delivery of parks, recreation and culture services, programs and delivery models are identified and addressed in the Maple Ridge PRC Master Plan.


5. CORRESPONDENCE

6. BRIEFING ON OTHER ITEMS OF INTEREST / QUESTIONS FROM COUNCIL

7. MATTERS DEEMED EXPEDIENT
8. NOTICE OF CLOSED COUNCIL MEETING
9. ADJOURNMENT


APPROVED BY:

DATE:


Nov. 18, 2021


PREPARED BY

DATE:


Nov. 18, 2021

CHECKED BY:

DATE:


Nov. 18, 2021

2.0 Adoption of Minutes

City of Maple Ridge

COUNCIL WORKSHOP MINUTES

October 26, 2021

The Minutes of the City Council Meeting held on October 26, 2021 at 11:00 a.m. held virtually and hosted in the Council Chambers of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

Mayor M. Morden

Councillor J. Dueck

Councillor C. Meadus

Councillor G. Robson

Councillor R. Svendsen

Councillor A. Yousef

ABSENT

Councillor K. Duncan

Appointed Staff

A. Horsman, Chief Administrative Officer

C. Carter, General Manager Planning & Development Services

C. Crabtree, General Manager Corporate Services

S. Hartman, General Manager Parks, Recreation & Culture

D. Pollock, General Manager Engineering Services

P. Hlavac-Winsor, General Counsel and Executive Director,
Legislative Services

S. Nichols, Corporate Officer

T. Thompson, Director of Finance

Other Staff as Required

J. Dingwall, Manager of Utility Engineering

C. Goddard, Director of Planning

A. Rieu, Planner 1

F. Smith, Director of Engineering

L. Zosiak, Manager of Community Planning

Also in Attendance

Laurel Morgan, Kerr Wood Leidal Associates Ltd.

Glen Shkurhan, Urban Systems Ltd.

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

Note: Due to COVID Councillor Robson participated virtually. The Mayor chaired the meeting from Council Chambers.

1. APPROVAL OF THE AGENDA

R/2021-WS-082

It was moved and seconded

That the agenda of the October 26, 2021 Council Workshop Meeting be amended to include a motion to move into Closed Council under Item 8; and further

That the agenda of the October 26, 2021 Council Workshop Meeting be approved as amended.

CARRIED

2. *ADOPTION OF MINUTES*

2.1 Minutes of the October 12, 2021 and October 19, 2021 Council Workshop Meetings

R/2021-WS-083

It was moved and seconded

That the minutes of the Council Workshop Meetings of October 12, 2021 and October 19, 2021 be adopted as circulated.

CARRIED

3. *PRESENTATIONS AT THE REQUEST OF COUNCIL*

4. *UNFINISHED AND NEW BUSINESS*

4.1 Integrated Stormwater Management Plans – Consultants' Presentations

Staff report dated October 26, 2021 recommending that the South Alouette and Kanaka Creek Integrated Stormwater Management Plan prepared by Urban Systems Ltd. and that the Blaney, North Alouette and Fraser River Integrated Stormwater Management Plan prepared by Kerr Wood Leidal Associates Ltd. be endorsed.

4.1.1 Blaney, North Alouette and Fraser River Integrated Stormwater Management Plan

The Director of Engineering spoke to the staff report and introduced the presenters. Laurel Morgan, Kerr Wood Leidal Associates Ltd. provided a detailed presentation on the Blaney, North Alouette and Fraser River Integrated Stormwater Management Plan.

The Director of Engineering spoke to the next steps. Staff and the representatives responded to questions from Council.

4.1.2 South Alouette and Kanaka Creek Integrated Stormwater Management Plan

Glen Shkurhan, Urban Systems Ltd. provided a detailed presentation and staff responded to questions from Council.

Note: Councillor Yousef left the meeting at 12:17 p.m. and returned at 12:25 p.m. during the presentation.

R/2021-WS-084

Moved and seconded

That the Blaney, North Alouette and Fraser River Integrated Stormwater Management Plan, prepared by Kerr Wood Leidal Associates Ltd., dated October 2021 and the South Alouette and Kanaka Creek Integrated Stormwater Management Plan, prepared by Urban Systems Ltd., dated September 2021, be forwarded to a future Council meeting.

CARRIED

4.2 Regulatory Changes to Increase Housing Flexibility in the Agricultural Land Reserve

Staff report dated October 26, 2021 providing information on changes to properties in the Agricultural Land Reserve introduced by the Ministry of Agriculture to allow landowners to be conditionally permitted to provide an additional residence on their property without requiring a formal application to the Agricultural Land Commission.

The Manager of Community Planning spoke to the staff report. A. Rieu, Planner, provided a detailed presentation and staff responded to questions from Council.

5. *CORRESPONDENCE* – Nil

6. *BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL* – Nil

7. *MATTERS DEEMED EXPEDIENT* – Nil

8. *NOTICE OF CLOSED COUNCIL MEETING*

R/2021-WS-085

Moved and seconded

That the 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 who holds a position as an officer, employee or agent of the municipality.

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

CARRIED

9. *ADJOURNMENT* – 1:06 p.m.

M. Morden, Mayor

Certified Correct

S. Nichols, Corporate Officer

City of Maple Ridge

COUNCIL WORKSHOP MINUTES

November 2, 2021

The Minutes of the City Council Meeting held on November 2, 2021 at 9:03 a.m. held virtually and hosted in the Council Chambers of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT	Appointed Staff
Elected Officials	S. Hartman, Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning & Development Services
Councillor J. Dueck	C. Crabtree, General Manager Corporate Services
Councillor C. Meadus	D. Pollock, General Manager Engineering Services
Councillor G. Robson	P. Hlavac-Winsor, General Counsel and Executive Director,
Councillor R. Svendsen	Legislative Services
Councillor A. Yousef	S. Nichols, Corporate Officer
	T. Thompson, Director of Finance
ABSENT	
Councillor K. Duncan	Other Staff as Required
	D. Denton, Property Manager
	A. Grochowich, Planner 2
	C. Goddard, Director of Planning
	M. Orsetti, Manager, Director of Bylaw & Licensing
	F. Smith, Director of Planning
	L. Zosiak, Manager, Community Planning

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

Note: Due to the COVID-19 pandemic, Councillor Robson chose to participate electronically. The Mayor chaired the meeting from Chambers.

1. **APPROVAL OF THE AGENDA**

R/2021-WS-086

It was moved and seconded

That the agenda of the November 2, 2021 Council Workshop Meeting be approved as circulated.

CARRIED

2. **ADOPTION OF MINUTES – Nil**

3. **PRESENTATIONS AT THE REQUEST OF COUNCIL – Nil**

4. *UNFINISHED AND NEW BUSINESS*

4.1 Proposed Options to Regulate Pharmacies in the Town Centre Area, including a draft Zone Amending Bylaw

Staff report dated November 2, 2021 recommending that applications for Pharmacy Business Licenses in the Town Centre Area continue to be held in abeyance until adoption of a Zone Amending Bylaw and that a draft Zone Amending Bylaw to regulate new small-scale pharmacies in the Town Centre be presented at an upcoming Committee of the Whole Meeting.

The Manager of Community Planning provided background on the item.

A. Grochowich, Planner gave a presentation providing details on the pharmacies currently in Maple Ridge and speaking on regulatory options. Staff responded to questions from Council.

R/2021-WS-086

Moved and seconded

1. That applications for Pharmacy Business Licenses in the Town Centre Area continue to be held in abeyance until adoption of a Zone Amending Bylaw; and further
2. That the item be referred back to staff to prepare a hybrid of option one and two for further consideration of a Zone Amending Bylaw at a future Committee of the Whole Meeting.

CARRIED

Note: The meeting was recessed at 9:54 p.m. A vote was called to move into a Closed Council Meeting.

R/2021-WS-087

Moved and seconded

That the 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)(e) | The acquisition of land or improvements, if the council considers that disclosure might reasonably be expected to harm the interests of the municipality. |
| Section 90(1)(g) | Potential litigation affecting the municipality. |

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

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

Note: The meeting was reconvened at 1:59 p.m. Mayor Morden and Councillor Robson were absent when the meeting reconvened and did not return. Councillor Meadus chaired the meeting in place of Mayor Morden.

4.2 Telecommunications Antenna Structure Siting Policy No. 5.59 – Proposed

Staff report dated November 2, 2021 recommending that the attached report dated November 9, 2021 titled “Telecommunications Antenna Structure Siting Policy No. 5.59 – Proposed” be forwarded to the Council Meeting of November 9, 2021.

The Executive Director of Legal and Legislative Services, General Counsel, reviewed the staff report. Staff responded to questions from Council.

Note: The Property Manager joined the meeting at 2:06 p.m. during questions from Council.

R/2021-WS-088

Moved and seconded

That the attachment to the November 2, 2021 Workshop Council Workshop report titled "Telecommunications Antenna Structure Siting Policy No. 5.59 – Proposed" be forwarded to the Council Meeting of November 9, 2021.

CARRIED

5. *CORRESPONDENCE* – Nil

6. *BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL* – Nil

7. *MATTERS DEEMED EXPEDIENT* – Nil

8. *NOTICE OF CLOSED COUNCIL MEETING*

Item 8 was dealt with prior to Item 4.2

9. *ADJOURNMENT* – 2:31 p.m.

M. Morden, Mayor
Acting Mayor C. Meadus

Certified Correct

S. Nichols, Corporate Officer

COUNCIL WORKSHOP MINUTES

November 9, 2021

The Minutes of the City Council Meeting held on November 9, 2021 at 9:03 a.m. held virtually and hosted in the Council Chambers of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT	Appointed Staff
Elected Officials	S. Hartman, Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning & Development Services
Councillor J. Dueck	C. Crabtree, General Manager Corporate Services
Councillor C. Meadus	D. Pollock, General Manager Engineering Services
Councillor G. Robson	S. Nichols, Corporate Officer
Councillor R. Svendsen	T. Thompson, Director of Finance
Councillor A. Yousef	
	Other Staff as Required
ABSENT	A. Bowden, Planner 2
Councillor K. Duncan	J. Dingwall, Manager of Utility Engineering
	C. Goddard, Director of Planning
	T. Hansvall, Accountant 1
	M. McMullen, Manager of Development & Environmental Services
	R. Stott, Senior Environmental Planner 2
	L. Zosiak, Manager of Community Planning
	Guests
	A. Whittaker, Ecoplan International
	J. Barer, Urban Systems

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

Note: Due to COVID Councillor Meadus, Councillor Robson and Councillor Yousef participated virtually.

1. **APPROVAL OF THE AGENDA**

R/2021-WS-089

It was moved and seconded

That the agenda of the November 9, 2021 Council Workshop Meeting be approved as circulated.

CARRIED

2. **ADOPTION OF MINUTES – Nil**

3. *PRESENTATIONS AT THE REQUEST OF COUNCIL* – Nil

4. *UNFINISHED AND NEW BUSINESS*

4.1 Green Infrastructure Management Strategy Update

Presentation by Anne-Marie Whittaker, Senior Planner, Ecoplan International

Staff report dated November 9, 2021 recommending that the findings and framework of the Green Infrastructure Management Strategy be endorsed in principle and that staff prepare a Green Infrastructure Implementation Strategy in consultation with the Environmental Advisory Committee that identifies short-term high priority action items.

The Director of Planning introduced the item and the consultant, Anne-Marie Whittaker, Senior Planner, Ecoplan International, who provided a detailed presentation. Ms. Whittaker and staff responded to questions from Council.

R/2021-WS-090

Moved and seconded

1. That the findings and overall framework of the Green Infrastructure Management Strategy be endorsed in principle, noting that the action items contained in the Strategy will be considered separately during the development of the Implementation Strategy; and
2. That staff, in consultation with the Environmental Advisory Committee, be directed to prepare a Green Infrastructure Implementation Strategy that identifies short-term high priority action items.

CARRIED

4.2 Community Amenity Contribution Rate Review

Presentation by Justin Barer, Land Economics, Urban Systems

Staff report dated November 9, 2021 recommending that feedback to the proposed amendments to Policy 6.31 – Community Amenity Contribution Program be obtained from the Urban Development Institute and other industry representatives and provided in a future staff report.

The Manager of Community Planning provided a brief background and introduced Justin Barer of Urban Systems. Staff and the consultants responded to questions from Council.

R/2021-WS-091

Moved and seconded

That the proposed amendments to Policy 6.31 – Community Amenity Contribution program, as attached to the staff report titled “Community Amenity Program Review” dated November 9, 2021, be approved.

DEFEATED

Mayor Morden, Councillor Dueck, Councillor Meadus and Councillor Svendsen
– OPPOSED

R/2021-WS-092

Moved and seconded

That feedback on the proposed amendments to Policy 6.31 - Community Amenity Contribution Program be obtained from the Urban Development Institute and other industry representatives and provided to Council in a future staff report.

CARRIED

R/2021-WS-093

Moved and seconded

That the Council Workshop Meeting be recessed until 1:00 p.m.

CARRIED

Note: The meeting reconvened at 1:02 p.m.

4.3 Draft Regional Growth Strategy Metro 2050 - Summary of Referral Comments

Staff report dated November 9, 2021 summarizing feedback received from Council on Metro 2050 during the September 27, 2021 Council Workshop Meeting and recommending that a formal letter incorporating the comments on the draft Metro 2050 Regional Growth Strategy be prepared for Metro Vancouver.

The Manager of Community Planning provided a brief background on the item and introduced Planner, Amelia Bowden, who provided a detailed presentation. Staff responded to questions from Council.

R/2021-WS-094

Moved and seconded

1. That staff prepare a formal letter to Metro Vancouver with the following comments on the draft Metro 2050 Regional Growth Strategy:

Advocacy Comments:

- A. In response to policy 1.1.9 d), Maple Ridge requests Metro Vancouver advocacy to NAV Canada to increase the aircraft height above 3000 ft for Practice Areas 185 and 188, and to consult with Maple Ridge should any further changes to Maple Ridge's air space be considered.
- B. In response to policy 1.4.3 d), Maple Ridge requests that Metro Vancouver advocate to the Agricultural Land Commission to review Agricultural Land Reserve legislation to permit more intensive uses using technology.
- C. In response to policy 2.3.3, Maple Ridge requests further input and advocacy from Metro Vancouver to ensure that the economic viability of Maple Ridge's agricultural lands is addressed.
- D. In response to policy 2.3.12 c) v), Maple Ridge requests that Metro Vancouver advocate to the ALC to undertake a review of producing and non-producing agricultural lands.
- E. In response to policy 5.2.6, Maple Ridge requests advocacy from Metro Vancouver to CP Rail and CN Rail to address noise and vibration concerns caused by freight movement through Maple Ridge.

Policy Edits Comments:

- F. Maple Ridge requests the following edit in bold for draft policy 1.2.24:

Member Jurisdictions will:

1.2.24 Adopt Regional Context Statements that:

- b) Include policies for Urban Centres and Frequent Transit Development Areas that:
 - iv) consider reducing residential and commercial parking requirements in Urban Centres and Frequent Transit Development Areas and consider the use of parking maximums;
 - viii) focus infrastructure and amenity investments (such as public works and civic and recreation facilities) in Urban Centres and Frequent Transit Development Areas, and at appropriate locations within Major Transit Growth Corridors and other key neighbourhood locations;

- G. Maple Ridge requests the following edit in bold for draft policy 1.3.7:

Member Jurisdictions will:

1.3. 7 Adopt Regional Context Statements that:

- g) consider providing design guidance for existing and new neighbourhoods to promote social connections, universal accessibility, crime prevention through environmental design, and inclusivity while considering the impacts of these

strategies on identified marginalized members of the community.

H. Maple Ridge requests the following edit in bold for draft policy 2.1.10:

Member Jurisdictions will:

2.1.10 Adopt Regional Context Statements that:

- c) include policies that discourage the development and expansion of major commercial and institutional land uses outside of Urban Centres and Frequent Transit Development Areas and other key neighbourhood locations.

I. Maple Ridge requests the following edit in bold for draft policy 2.2.9:

Member jurisdictions will:

2.2.9 Adopt Regional Context Statements that:

- c) include policies for Industrial lands that:
 - i) consistently define, support, and protect industrial uses in municipal plans and bylaws, and discourage non-industrial uses;
 - iii) consider excluding uses that are not consistent with the intent of Industrial lands and not supportive of industrial activities, such as medium and large format retail uses, residential uses, and standalone office uses, other than ancillary uses, where deemed necessary;
- d) include policies for Employment lands that:
 - v) do not permit residential uses, except for an accessory caretaker unit or a live-work use;
- e) consider including policies to assist existing and new businesses in reducing their greenhouse gas emissions, maximizing energy efficiency, and mitigating impacts on ecosystems.
- f) consider including policies that assist existing and new businesses to adapt to the impacts of climate change and reduce their exposure to natural hazards risks, such as those identified within the regional growth strategy (Table 5).

J. Maple Ridge requests the following edit in bold for draft policy 3.1.9:

Member jurisdictions will:

3.1.9 Adopt Regional Context Statements that:

- b) consider including policies that support the protection and enhancement of lands with a Conservation and Recreation land use designation, which may include the following uses:
 - i) drinking water supply areas;
 - ii) environmental conservation areas;

- iii) wildlife management areas and ecological reserves;
- iv) forests;
- v) wetlands (e.g. freshwater lakes, ponds, bogs, fens, estuarine, marine, freshwater, and intertidal ecosystems);
- vi) riparian areas (i.e. the areas and vegetation surrounding wetlands, lakes, streams, and rivers);
- vii) ecosystems not covered above that may be vulnerable to climate change and natural hazard impacts, or that provide buffers to climate change impacts or natural hazard impacts for communities; and
- viii) uses within those lands that are appropriately located, scaled, and consistent with the intent of the designation, including:
 - major parks and outdoor recreation areas;
 - education, research and training facilities, and associated uses that serve conservation and/or recreation users;
 - commercial uses, tourism activities, and public, cultural, or community amenities;
 - limited agricultural use, primarily soil-based; and
 - land management activities needed to minimize vulnerability/risk to climate-related impacts.

c) include policies that:

- i) protect the integrity of lands with a Conservation and Recreation regional land use designation from activities in adjacent areas by considering wild/and interface planning, and considering measures such as physical buffers or development permit requirements;

K. Maple Ridge requests the following edit in bold for draft policy 4.2. 7:

Member jurisdictions will:

4.2. 7 Adopt Regional Context Statements that:

- c) encourage the use of regulatory tools that protect and preserve rental housing;
- d) consider policies and actions that contribute to the following outcomes:
 - i) encourage increased supply of affordable rental housing in proximity to transit and on publicly-owned land;
 - ii) encourage increased supply of market and below-market rental housing through the renewal of aging purpose-built rental housing and prevention of net rental unit loss;
 - iii) encourage protection and renewal of existing non-market rental housing;

- iv) encourage mitigating impacts on renter households due to renovation or redevelopment, and strengthened protections for tenants; and

L. Maple Ridge requests the following edit in bold for draft policy 3.2. 7: Member jurisdictions will:

3.2. 7 Adopt Regional Context Statements that:

- a) consider identifying local ecosystem protection and tree canopy cover targets, and create policy to contribute to the regional targets in Action 3.2.1;
- c) consider including policies that:
 - i) address ecosystem services in land use decision-making and land management practices;

Clarification Comments:

- M. Request clarification on suggested strategies to meet new environmental regional target, including strategies to maintain and increase tree canopy cover as the community grows.
- N. Maple Ridge requests a definition of integrated housing to understand the policy implication of policy 4.1.8 c) vii).
- O. Maple Ridge requests a definition of affordable rental housing to understand the policy implication as it relates to the new housing target identified in policy 4.2. 7 a).

Participation and Training Comments:

- P. Maple Ridge requests additional tools, training and resources with respect to climate change, emergency and natural hazard preparation, as it relates to land use planning as outlined in Strategy 3.4 Member Jurisdiction Policies.
- Q. In response to policy 2.2.3, Maple Ridge requests participation in the preparation of the Industrial Implementation Guidelines identified in Metro 2050.

Future RGS and RCS Amendment Comments:

- R. Maple Ridge intends to undertake the following Type 2 regional land use re-designations:
 - Yennadon and Lougheed Transit Corridor Lands, to Employment
 - Albion Industrial Park Expansion, Industrial Reserve, and Kanaka Business Park, to Industrial
 - Urban Containment Boundary alignment, as it relates to the above noted redesignations
- S. Maple Ridge intends to undertake the following Type 3 regional land use re-designations:
 - Albion Flats, to Employment within the Urban Containment Boundary (subject to ALC approvals)

- Lougheed Transit Corridor, to Corridor Frequent Transit Development Area
 - 203 Street and Lougheed Highway and vicinity, to Station Frequent Transit Development Area
2. That the letter with resolutions identify Maple Ridge's intent to take its place in the region, support the creation of local jobs, and acknowledge the significant contribution the community's agricultural, rural, and conservation land base provide to regional environmental and climate change resiliency goals.
 3. That the report titled "Draft Regional Growth Strategy Metro 2050 - Referral Comments" dated November 9, 2021, be provided to Metro Vancouver.

CARRIED

Councillor Robson – OPPOSED

4.4 Quarter 3 Financial Update

Staff report dated November 9, 2021 providing a financial update for the third quarter of 2021.

The General Manager of Corporate Services introduced Trevor Hansvall, [title], who provided a detailed Q3, 2021 presentation. Staff responded to questions from Council.

5. *CORRESPONDENCE* – Nil

6. *BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL* – Nil

7. *MATTERS DEEMED EXPEDIENT* – Nil

8. *NOTICE OF CLOSED COUNCIL MEETING*

R/2021-WS-095

Moved and seconded

That the 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)(e) | The acquisition or disposition 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

9. *ADJOURNMENT* – 1:43 p.m.

M. Morden, Mayor

Certified Correct

S. Nichols, Corporate Officer

SPECIAL COUNCIL WORKSHOP MINUTES

November 16, 2021

The Minutes of the City Council Meeting held on November 16, 2021 at 9:00 a.m. held virtually and hosted in the Council Chambers of the City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

<i>PRESENT</i>	<i>Appointed Staff</i>
<i>Elected Officials</i>	S. Hartman, Chief Administrative Officer
Mayor M. Morden	C. Carter, General Manager Planning & Development Services
Councillor J. Dueck	C. Crabtree, General Manager Corporate Services
Councillor C. Meadus	D. Pollock, General Manager Engineering Services
Councillor R. Svendsen	P. Hlavac-Winsor, General Counsel and Executive Director,
Councillor A. Yousef	Legislative Services
	S. Nichols, Corporate Officer
<i>ABSENT</i>	T. Thompson, Director of Finance
Councillor K. Duncan	
Councillor G. Robson	<i>Other Staff as Required</i>
	C. Goddard, Director of Planning
	<i>Guest</i>
	Allan Neilson, Neilson Strategies Inc.

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

Note: Due to the COVID-19 pandemic, Councillor Yousef chose to participate electronically. The Mayor chaired the meeting from Chambers.

1. APPROVAL OF THE AGENDA

R/2021-WS-095

It was moved and seconded

That the agenda of the November 16, 2021 Council Workshop Meeting be approved as circulated.

CARRIED

2. UNFINISHED AND NEW BUSINESS

2.1 Building Permit Function Review

Report and presentation by Allan Neilson, Neilson Strategies Inc.

R/2021-WS-096

Moved and seconded

That the findings in the report "City of Maple Ridge, Building Permit Function Review", dated October 2021, be received, and that Administration be directed to assemble the Implementation Strategy.

CARRIED

3. NOTICE OF CLOSED COUNCIL MEETING

R/2021-WS-097

Moved and seconded

That the 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 who holds a position as an agent of 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.

Section 90(1)(j) Information that is prohibited or information that if it were presented in a document would be prohibited from disclosure under Section 21 of the *Freedom of Information and Protection of Privacy Act*.

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

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

4. *ADJOURNMENT* – 10:50 a.m.

M. Morden, Mayor

Certified Correct

S. Nichols, Corporate Officer

4.0 Unfinished and New Business

TO: His Worship Mayor Michael Morden
and Members of Council
MEETING DATE: November 23, 2021
FILE NO: 01-0640-30-2021
FROM: Chief Administrative Officer
MEETING: Workshop
SUBJECT: PRC Master Plan Process

EXECUTIVE SUMMARY:

The current Parks, Recreation & Culture Master Plan was developed in 2010 as a joint plan with the City of Pitt Meadows therefore it requires updating to reflect the community's current landscape. During the 2021 business planning cycle, Council approved funding for the creation of a new Parks, Recreation & Culture (PRC) Master Plan (the "Plan") to replace the 2010 Maple Ridge/Pitt Meadows Master Plan. The primary goal of the new plan will be to guide the future growth of PRC's service delivery to meet the needs and priorities of Maple Ridge residents.

The purpose of this report is to provide Council with a recommended approach to ensure the community's short and long-term visions for parks, recreation and culture services, programs and delivery models are identified and addressed in the new Maple Ridge PRC Master Plan.

RECOMMENDATION:

For Information.

DISCUSSION:

a) Background Context:

During the 2021 business planning cycle, Council approved funding to develop a new Parks, Recreation & Culture (PRC) Master Plan. The vision for the 2022 PRC Master Plan recognizes community engagement as the most critical element in the development of the Plan and embodies the community's vision for the delivery of parks, recreation and culture services in Maple Ridge.

Over recent years, many community engagement projects have resulted in several supplemental strategies such as the Youth Strategy, Sport & Physical Activity Strategy, Culture Plan, Age and Dementia-friendly strategies and the 2020 Recreation Facility Gap Analysis. In addition, many other corporate initiatives have included engagement and consultation such as the Economic Development Strategy, the Community Social Safety Initiative, the Strategic Transportation Plan and the Citizen Satisfaction Survey. The metrics and priorities developed through these consultations will be used to inform and support the 2022 Plan.

The data contained in the corporate strategies will provide areas of focus by prioritizing demands, needs and issues regarding the development and provision of future services. The Plan will be both a working document and a roadmap to guide staff's work, future investments and to support Council in their strategic decision-making.

As a result, staff recommend an approach that recognizes the diverse needs of our fast-growing city while creating a dynamic tool to position Parks, Recreation & Culture for the future and will incorporate the following components:

- 1 *Consolidate Existing Plans and Programs:* incorporate existing strategies and frameworks into the Plan that will provide detailed approaches on key service areas within PRC and the broader direction of the City. These include the Sport and Physical Activity Strategy, Youth Strategy, Recreation Facility Gap Analysis, Culture Plan, Age-friendly Action Plan, Strategic Transportation Plan and the Economic Development Strategy.
- 2 *Current Strategy Development:* complete a series of processes and frameworks to complement the Plan including a Placemaking Framework, Neighbourhood Development Framework, Sales and Marketing Strategy and a Guide for Community Engagement.
- 3 *Infrastructure Investment and Asset Management Review:* use previous survey results and data sets to develop a short and long-term facility investment strategy to identify recreation facility inventory, guide investments, and also conduct condition assessments of existing infrastructure to identify potential preventative maintenance routines to extend the lifespan of facilities and/or plan for decommissioning.
- 4 *Service Demand Assessment:* use community engagement and data sets to determine the use, reach and satisfaction of current PRC services and programs within our inventory of existing facilities and offerings including a review of existing policies.
- 5 *Community Needs Assessment:* identify opportunities and determine a future vision for the City's recreational needs including a trend analysis and baseline infrastructure needs.
- 6 *Community and Stakeholder Engagement:* the anchor of the PRC Master Plan will be the community's perspective and vision for the delivery of Parks, Recreation & Culture services achieved through a series of opportunities for residents, stakeholders and partners to participate in engagement sessions.

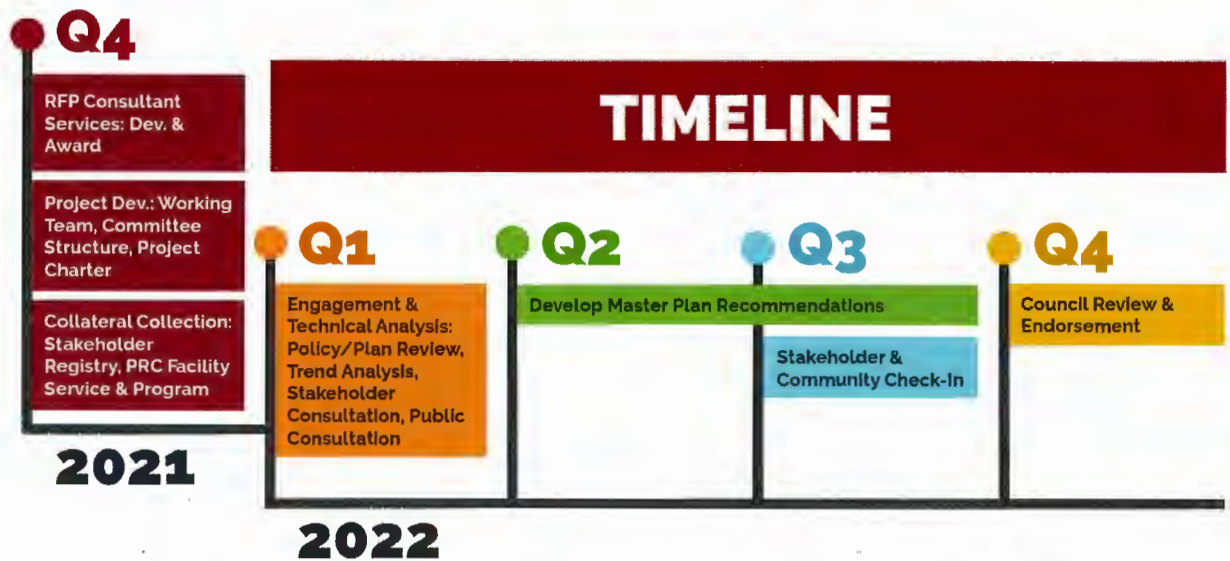
SCOPE OF WORK:

The above approach will utilize both internal and external resources and will include the following deliverables:

Staff and Consultant	Consultant
<ul style="list-style-type: none"> • Develop community engagement model • Assign a project steering committee and project charter • Compile a stakeholder registry • Compile an inventory of PRC facilities, services, and programs • Conduct existing infrastructure condition assessments • Develop preventative infrastructure plans to extend the life of existing assets • Develop an infrastructure investment plan • Support the consultant's work as needed 	<ul style="list-style-type: none"> • Design a community engagement program • Review existing PRC & City policies and data • Research current industry trends • Conduct stakeholder meetings • Conduct public consultations • Determine baseline recreation infrastructure needs based on population and community growth trajectory • Develop benchmark metrics and key performance indicators for growth • Develop plan recommendations • Report out to stakeholders, community and Council

A key outcome of the 2022 PRC Master Plan will be to determine the community's vision of Parks, Recreation & Culture services. This vision will be used to refocus PRC's current delivery model and offerings to reflect our community now and into the future.

The diagram below illustrates the recommended approach and projected timeline for the project.



This timeline will begin in the fourth quarter, starting with a Request for Proposal (RFP) for consultant services. The RFP will focus on innovative approaches for community engagement. PRC staff and the consultant will update Council on significant touchpoints once the community engagement process is underway to allow Council to provide input and review the direction of the Plan.

b) Desired Outcome:

To provide Council with the intended approach for the development of the Plan which will ultimately set the future direction of Parks, Recreation & Culture.

c) Strategic Alignment:

The 2022 PRC Master Plan will support and align with future investment plans, existing corporate initiatives and Council's strategic priorities.

d) Citizen/Customer Implications:

Through the engagement process, citizens will have opportunities to provide insight into the future delivery and investment of Parks, Recreation & Culture programs and services.

e) Interdepartmental Implications:

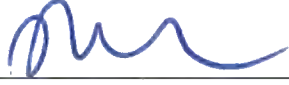
Recognizing the importance of aligning this Plan with other key strategic plans, staff will strike a cross-departmental steering committee including representatives from Engineering, Economic Development & Tourism, Legal & Legislative Services, Planning and Finance.

f) Business Plan/Financial Implications:

Funding for development of a PRC Master Plan is identified in the 2021 Financial Plan.

CONCLUSION:

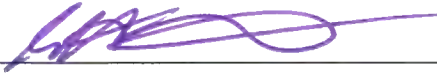
As the community continues to grow with a forecast to reach over 125,000 by 2050, the development of a new 2022 PRC Master Plan will support Council and staff in decision-making for growth, service delivery and investments to meet the current and future needs of the community.



Prepared by: **Danielle Pope**
Director, Recreation & Community Engagement



Reviewed by: **Trevor Thompson**
for Director of Finance



Approved by: **Scott Hartman**
Chief Administrative Officer