

City of Maple Ridge

COMMITTEE OF THE WHOLE

AGENDA

June 16, 2020

1:30 p.m.

Virtual Online Meeting

*Committee of the Whole is the initial venue for review of issues. No voting takes place on bylaws or resolutions. A decision is made to send an item to Council for debate and vote or to send an item back to staff for more information or clarification before proceeding to Council.
The meeting is live streamed and recorded by the City of Maple Ridge.*

Chair: Acting Mayor

1. CALL TO ORDER
2. ADOPTION AND RECEIPT OF MINUTES
 - 2.1 Minutes of the Committee of the Whole Meeting of June 2, 2020
3. DELEGATIONS / STAFF PRESENTATIONS (10 minutes each)
4. PLANNING AND DEVELOPMENT SERVICES

Note:

- *Owners and/or Agents of development applications on this agenda may be permitted to speak to their item with a time limit of 10 minutes.*
- *The following items have been numbered to correspond with the Council Agenda where further debate and voting will take place, upon Council decision to forward them to that venue.*

1101 2020-062-RZ, 22347 117 Avenue and 22349 North Avenue

Staff report dated June 16, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7649-2020 to rezone from RT-1 (Two Family Urban Residential) and RM-3 (High Density Apartment Residential) to C-3 (Town Centre Commercial) to permit development of a mixed-use commercial residential project be given first reading and that the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879-1999, along with the additional required information.

1102 2019-310-RZ, 11232 Dartford Street, C-4 to H-1

Staff report dated June 16, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7603-2019 to rezone from C-4 (Neighbourhood Public House Commercial) to H-1 (Heritage Commercial) to allow a licensee retail store to operate as an independent principle use and discontinue use as a neighbourhood pub be given second reading and be forwarded to Public Hearing.

5. ENGINEERING SERVICES

1131 Award of Contract ITT-EN20-18: 225 Street Sanitary Pump Station Upgrades

Staff report dated June 16, 2020 recommending that Contract ITT-EN20-18, 225 Street Sanitary Pump Station Upgrades be awarded to Drake Excavating (2016) Ltd., that the existing Associated Engineering (B.C.) Ltd. contract for Engineering Design Services for South Slope Forcemain Upsizing and Pump Station Modifications be extended, that a project contingency be approved to address potential variations in field conditions, and that the Corporate Officer be authorized to execute the contract.

6. CORPORATE SERVICES

1151 Quarter 1, 2020 Financial Update

Staff report dated June 16, 2020 providing a financial update for the first quarter of 2020, focusing on the operating results for the City and providing information regarding certain development related reserves.

7. PARKS, RECREATION & CULTURE

8. ADMINISTRATION

9. ADJOURNMENT

10. COMMUNITY FORUM

COMMUNITY FORUM

The Community Forum provides the public with an opportunity to speak with Council on items that are of concern to them, with the exception of Public Hearing bylaws that have not yet reached conclusion.

During the COVID-19 health emergency it is important to ensure that our democratic processes continue to function and that the work of the City remains transparent for all citizens. We are doing business a bit differently during this time. City Hall is closed to the public. Council members are attending remotely and only necessary staff are present in person to administer meetings. Balancing the health and safety of citizens and our democratic processes is first and foremost in our approach during this health emergency.

Using Zoom, input from the public during Community Forum is being facilitated via email to clerks@mapleridge.ca and/or via the *raised hand* function through the Zoom meeting. For virtual public participation during Community Forum please register in advance by clicking on the date of the meeting at <https://www.mapleridge.ca/640/Council-Meetings>.

For detailed information on how to register for the meeting of interest, please refer to <https://www.mapleridge.ca/DocumentCenter/View/24663/Launch-Virtual-Meeting>

If you have a question or comment that you would normally ask as part of Community Forum, you can email clerks@mapleridge.ca before **1:00 p.m. on the day of the meeting** and your questions or comments will be shared with Council. If you miss this deadline staff will respond to you in writing as soon as possible.

As noted, during the COVID-19 health emergency, we will be using new virtual tools to ensure that citizens' voices are being heard as part of our meetings. We thank citizens for their support as we try innovative approaches to keep us all connected even as we separate to stop the spread of COVID-19.

For more information contact:

Clerk's Department at 604-463-5221 or clerks@mapleridge.ca
Mayor and Council at mayorcouncilandcaol@mapleridge.ca

APPROVED BY:



DATE:

June 11, 2020

CHECKED BY:



DATE:

June 11, 2020

CHECKED BY:



DATE:

June 11/20

COMMITTEE OF THE WHOLE MEETING MINUTES

June 2, 2020

The Minutes of the Committee of the Whole Meeting held on June 2, 2020 at 1:30 p.m. 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 K. Duncan
Councillor C. Meadus
Councillor G. Robson
Councillor R. Svendsen
Councillor A. Yousef

Appointed Staff

A. Horsman, Chief Administrative Officer
D. Boag, General Manager Parks, Recreation & Culture
C. Carter, General Manager Planning & Development Services
C. Crabtree, Acting General Manager Corporate Services
D. Pollock, General Manager Engineering Services
S. Nichols, Deputy Corporate Officer
T. Thompson, Chief Financial Officer
Other Staff as Required
M. Baski, Planner, Development & Environmental Services
C. Goddard, Director of Planning
R. MacNair, Senior Advisor, Bylaw and Licensing Services
M. McMullen, Manager, Development & Environmental Services
M. Orsetti, Director of Bylaw and Licensing Services

Note: These Minutes are posted on the City website at mapleridge.ca/AgendaCenter/
Video of the meeting is posted at media.mapleridge.ca/Mediasite/Showcase

Note: Due to the COVID-19 pandemic, Council members participated electronically.
The Mayor chaired the meeting from Council Chambers

1. **CALL TO ORDER**

2. **ADOPTION AND RECEIPT OF MINUTES**

2.1 Minutes of the Committee of the Whole Meeting of May 19, 2020

It was moved and seconded

That the minutes of the May 19, 2020 Committee of the Whole Meeting be adopted.

CARRIED

3. **DELEGATIONS/STAFF PRESENTATIONS** – Nil

4. **PUBLIC WORKS AND DEVELOPMENT SERVICES**

1101 **2019-188-AL, 25975 116 Avenue, Non-Farm Use Application; Non Adhering Residential Use Application**

Staff report dated June 2, 2020 recommending that Application 2019-188-AL to allow fill onto the property for driveway access to proposed agricultural buildings and to allow retention of an existing single family dwelling for accessory farm help be forwarded to the Agricultural Land Commission.

The Planner provided a summary presentation and staff answered Council questions.

It was moved and seconded

That the staff report dated June 2, 2020 titled "Non-Farm Use Application, Non-Adhering Residential Use Application, 25975 116 Avenue" be forwarded to the June 9, 2020 Council Meeting.

CARRIED

1102 **2019-309-RZ, 22580 Hinch Crescent, RS-1 to R-2**

Staff report dated June 2, 2020 recommending that Maple Ridge Zone Amending Bylaw No. 7589-2019 to rezone from RS-1 (One Family Urban Residential) to R-2 (Urban Residential District) to permit a future subdivision of two lots be given first reading and that the applicant provide further information as described on Schedules A and B of the Development Procedures Bylaw No. 5879-1999, along with the information required for a Subdivision application.

The Manager of Development and Environmental Services provided a summary presentation and staff answered Council questions.

It was moved and seconded

That the staff report dated May 19, 2020 titled "First Reading, Zone Amending Bylaw No. 7589-2019, 22580 Hinch Crescent" be forwarded to the June 9, 2020 Council Meeting.

CARRIED

1103 Proposed New Cannabis Retail Store at 11696 224 Street

Staff report dated June 2, 2020 providing the options of approving or denying an application for a non-medical cannabis retail store by Green Dreamz Garage Inc. located at 11696 224 Street.

The Director of Bylaw and Licensing Services and the Senior Advisor, Bylaw and Licensing Services spoke to the staff report and staff answered Council questions.

The applicant, D. Vaschi, responded to questions from Council.

It was moved and seconded

That the staff report dated June 2, 2020 titled "Proposed New Cannabis Retail Store at 11696 224 Street" be forwarded to the Council Meeting of June 9, 2020.

CARRIED

5. **ENGINEERING SERVICESB – Nil**
6. **CORPORATE SERVICES – Nil**
7. **PARKS, RECREATION & CULTURE – Nil**
8. **ADMINISTRATION – Nil**
9. **ADJOURNMENT – 2:31 p.m.**

M. Morden, Chair
Presiding Member of the Committee

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: **First Reading**
Zone Amending Bylaw No. 7649-2020;
22347 117 Avenue and 22349 North Avenue

MEETING DATE: June 16, 2020
FILE NO: 2020-062-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject properties located at 22347 117 Avenue from RT-1 (Two Family Urban Residential) and 22349 North Avenue from RM-3 (High Density Apartment Residential) both to C-3 (Town Centre Commercial). This will allow the two subject properties to be consolidated with the vacant, unaddressed lot immediately to the west, already zoned C-3 (Town Centre Commercial), for the development of the subject proposed mixed-use commercial residential project. All three are proposed to be redesignated from Low-Rise Apartment to Town Centre Commercial to facilitate the rezoning for the overall project.

This project will consist of approximately 768 square meters (8,268 square feet) of ground-level retail or office storefront along North Avenue and approximately 68 apartment units within a proposed six (6) storey structure. All required commercial and residential parking will be underground or concealed.

To proceed further with this application, additional information is required to support the rezoning of the two subject properties with detailed plans for the development proposal of the overall three-lot site as outlined in this report.

Pursuant to Council policy, this application is subject to the Community Amenity Contribution Program at a rate of (\$3,100.00 per apartment dwelling unit), for an estimated amount of \$210,800.00.

RECOMMENDATIONS:

1. That Zone Amending Bylaw No. 7649–2020 be given first reading; and
2. That the applicant provide further information as described on Schedules C, D and E of the Development Procedures Bylaw No. 5879–1999, along with the additional information required in this report dated June 16, 2020.

DISCUSSION:

a) Background Context:

Applicant: Falcon Homes
Legal Description: Lot 48 Except: Part Dedicated Road on Plan BCP 14057 Block
5 District Lot 398 Group 1 NWD Plan 155; and Lot 49 Except:

Part Dedicated Road on Plan BCP 14057 Block 5 District Lot
398 Group 1 NWD Plan 155

OCP:

Existing: APTL (Low-Rise Apartment)
Proposed: TCOMM (Town Centre Commercial)

Zoning:

Existing: RM-3 (High Density Apartment Residential) and
RT-1 (Two Family Urban Residential)
Proposed: C-3 (Town Centre Commercial)

Surrounding Uses:

North: Use: Commercial
Zone: C-3 (Town Centre Commercial)
Designation: Town Centre Commercial
South: Use: Mixed Use Commercial/Residential and Residential
Zone: C-3 (Town Centre Commercial) and
RS-1 (One Family Urban Residential)
Designation: Port Haney Multi-Family, Commercial and Mixed-Use
East: Use: Vacant - recently rezoned for mixed-use building (2017-078-RZ)
Zone: C-3 (Town Centre Commercial)
Designation: Town Centre Commercial
West: Use: Institutional and Commercial
Zone: C-3 (Town Centre Commercial)
Designation: Low-Rise Apartment

Existing Use of Property: Residential and Vacant
Proposed Use of Property: Mixed use Commercial/Residential
Site Area: 1,436 sq. m. (15,457 sq. ft.) (Including Total of 3 Lots)
Access: 117 Avenue
Servicing requirement: Urban Standard

b) Site Characteristics:

The subject site slopes very gently from north to south with a small cluster of deciduous trees along the southern lot line on 117 Avenue. The site fronts North Avenue to the north and 117 Avenue to the south. There is a boarded-up house and an informal gravel parking area on the two lots proposed to be rezoned. The third on the western part of the site is currently zoned C-3 (Town Centre Commercial). It has two clusters of more mature trees and provides graveled parking (which is a permitted use in the C-3 Zone) for several cars. According to the developer, this is informal parking, which is not required for the land owner's business on Lougheed Highway or for other surrounding uses on North or 117 Avenues.

c) Project Description:

The two lots subject to rezoning (see Appendices A and B), are part of a three lot site proposed to be developed with a mixed-use building containing approximately 768 square meters (8,268 square feet) of retail or office space on the ground floor with approximately 68 apartment units above in a building totalling six (6) storeys (See Appendix D). The main pedestrian entry will be from North Avenue, with a secondary staircase from 117 Avenue. Vehicle entry will be from 117 Avenue into a two-level of underground parking structure.

The unit mix being proposed is:

- | | | |
|------------------------|----|---------|
| • Bachelor Units | 8 | (11.8%) |
| • One Bedroom Units | 16 | (23.5%) |
| • One Bedroom plus Den | 40 | (58.8%) |
| • Two Bedroom Units | 4 | (5.9%) |

This provides a good mix of unit types and sizes. Although setting aside some units for aging in place has not occurred, the owner's preferred focus has been to arrive at the proposed mix to be an asset to the community as well as addressing family housing needs in the area.

The portion of the development along 117 Avenue, consisting of structured parking, will be designed to incorporate design features similar to the design of the project's storefront façade along North Avenue. The building elevations along North Avenue and 117 Avenue are shown in Appendix E. The pedestrian environment along 117 Avenue will be considered, in detail, as part of a future Development Permit to ensure a safe and attractive interface with the street. Building design details will be examined at the DP stage and will include additional building design elements, landscaping, lighting and public-art inspired screening / grating for the openings to the exposed underground parking area along the public realm.

The northern portion of the parking structure is fully contained underground and concealed by the mixed use commercial and residential building above it. A portion of the parking structure roof south of the building and toward 117 Avenue will be a landscaped passive and recreational space for residents. In addition to building access from North Avenue, there will be resident-only pedestrian access from grade along 117 Avenue. It will consist of an attractive design to further enhance the public realm and provide convenient and safe access for residents wishing to access this space from 117 Avenue.

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 further reports will be required prior to second reading. Such an assessment may impact the proposed building floor area or number of dwelling units.

d) Planning Analysis:

Official Community Plan:

The development site is located within the Town Centre Area Plan and is currently designated Low-Rise Apartment. All three lots within the site are proposed to be re-designated to Town Centre Commercial to accommodate the proposal and the zoning.

This project will achieve a number of Town Centre Plan policies including:

- ***Policy 3-1*** *An increase in residential and commercial density is encouraged in the Town Centre, particularly within the Central Business District. Land use should include a mix of housing types catering to various demographics ...*

The ground level office or retail space will add to the commercial floor space within the Central Business District and will provide an appropriate mix of housing, with the intension of

delivering a product suitable for families. The project's uses and the density will bolster this Town Centre Area policy.

- **Policy 3-10** *Land assembly or lot configuration in conjunction with development ... should meet conditions (that) ... remaining land parcels are left in a configuration and lot area which are suitable for future development...*

The lot to the east of the site has been rezoned to allow for an independent project and the lands to the west may be consolidated for a developable site in the future. This project effectively fits in and does not adversely impact future land assembly for development encouraged by this policy.

- **Policy 3-15** *Concealed parking structures are encouraged in all commercial, mixed-uses ... in the Town Centre. Above-grade concealed parking structures should be designed in such a manner that the pedestrian realm, streetscape façade... is not impaired.*

The exposed parking structure along 117 Avenue will be designed to be sensitive to the streetscape incorporating appropriate architecture, finishing materials and details, lighting, public-art inspired elements and landscaping, and thus the objective of this policy is achieved.

Zoning Bylaw:

The current application proposes to rezone two of the subject properties, located at 22347 117 Avenue from RT-1 (Two Family Urban Residential) and 22349 North Avenue from RM-3 (High Density Apartment Residential) both to C-3 (Town Centre Commercial). This will allow these two subject properties to be consolidated with the third vacant lot immediately to the west, already zoned C-3 (Town Centre Commercial), for the development of the subject proposed mixed-use commercial residential project.

A preliminary review indicates variances in the setbacks are being incorporated to sculpt the building to fit the emerging neighbourhood context. In other respects, the project is generally compliant with the proposed C-3 (Town Centre Commercial) zone. Any variations from the requirements of the proposed zone will require a Development Variance Permit application.

Development Permits:

Pursuant to Section 8.11 of the OCP, a Town Centre Development Permit (South of Lougheed) application is required for all mixed use commercial multi family residential development located in the Town Centre Area.

Advisory Design Panel:

A Town Centre Development Permit (South of Lougheed) 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) School District;
- f) Utility companies;
- g) Ministry of Transportation and Infrastructure; and
- h) 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 and site access requirements have not been undertaken. We anticipate that this evaluation will take place between first and second reading.

f) Development Applications:

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

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

Additional information is also required with respect to: incorporating public art-inspired treatment of the parking structure wall and pedestrian staircase design on the 117 Avenue elevation, details about the proposed sustainability measures, and elaboration about any aging in place elements incorporated into dwelling unit design.

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.

"Original signed by Adrian Kopystynski"

Prepared by: **Adrian Kopystynski, M. Sc., MCIP, RPP, MCAHP
Planner**

"Original signed by Chuck Goddard"

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

"Original signed by Christine Carter"

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

"Original signed by Al Horsman"

Concurrence: **Al Horsman
Chief Administrative Officer**

The following appendices are attached hereto:

Appendix A – Subject Map

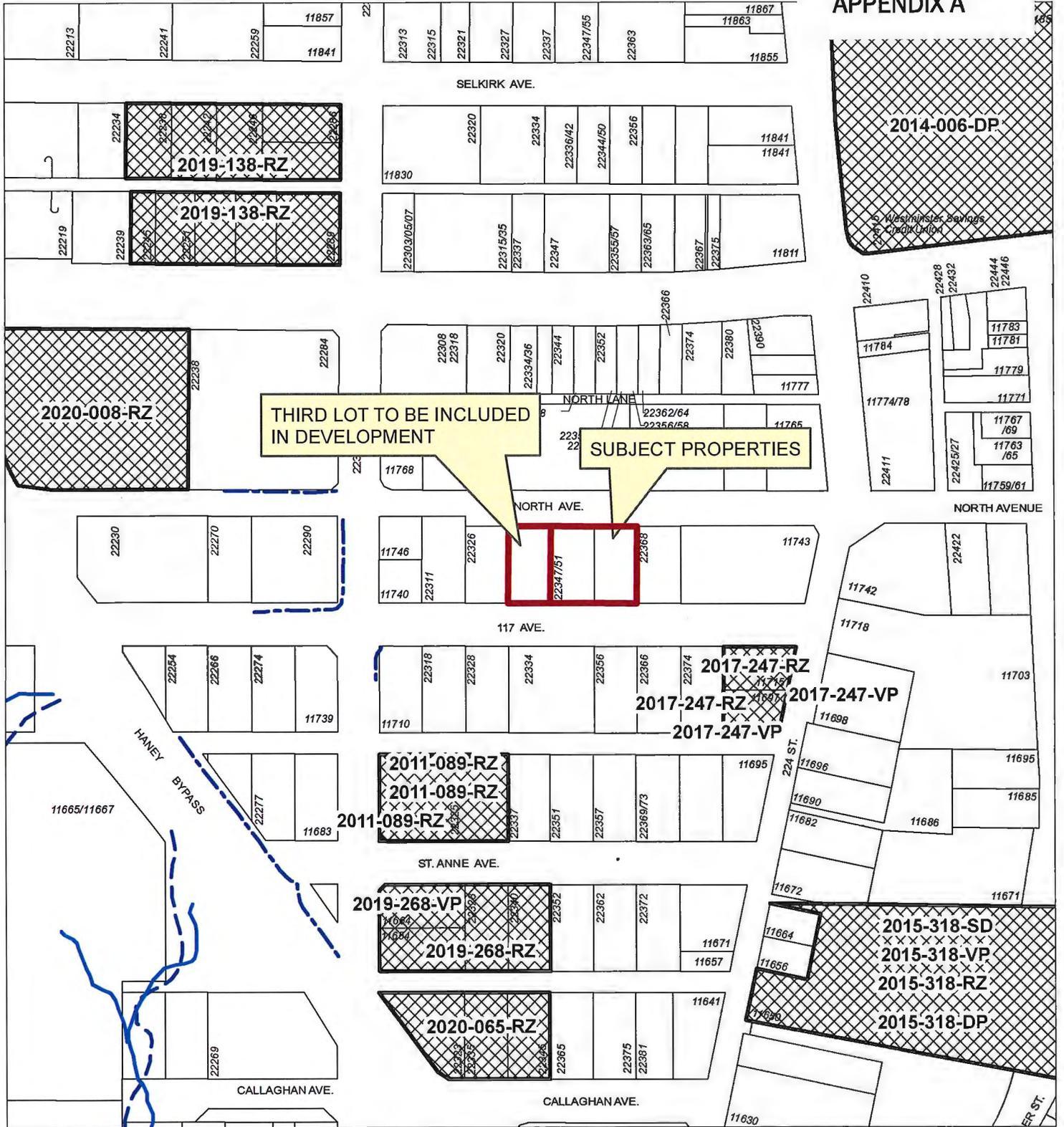
Appendix B – Ortho Map

Appendix C – Zone Amending Bylaw No. 7649–2020

Appendix D – Proposed Site Plan

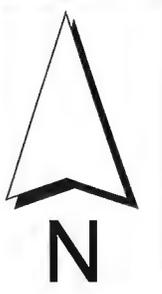
Appendix E – Elevations

APPENDIX A



THIRD LOT TO BE INCLUDED IN DEVELOPMENT

SUBJECT PROPERTIES



Legend

-  Stream
-  Ditch Centreline
-  Indefinite Creek
-  Active Applications (RZ/SD/DP/VP)

Scale: 1:2,500

22347 117 AVENUE, 22349 NORTH AVENUE
PID'S 000-660-612, 011-539-534

PLANNING DEPARTMENT

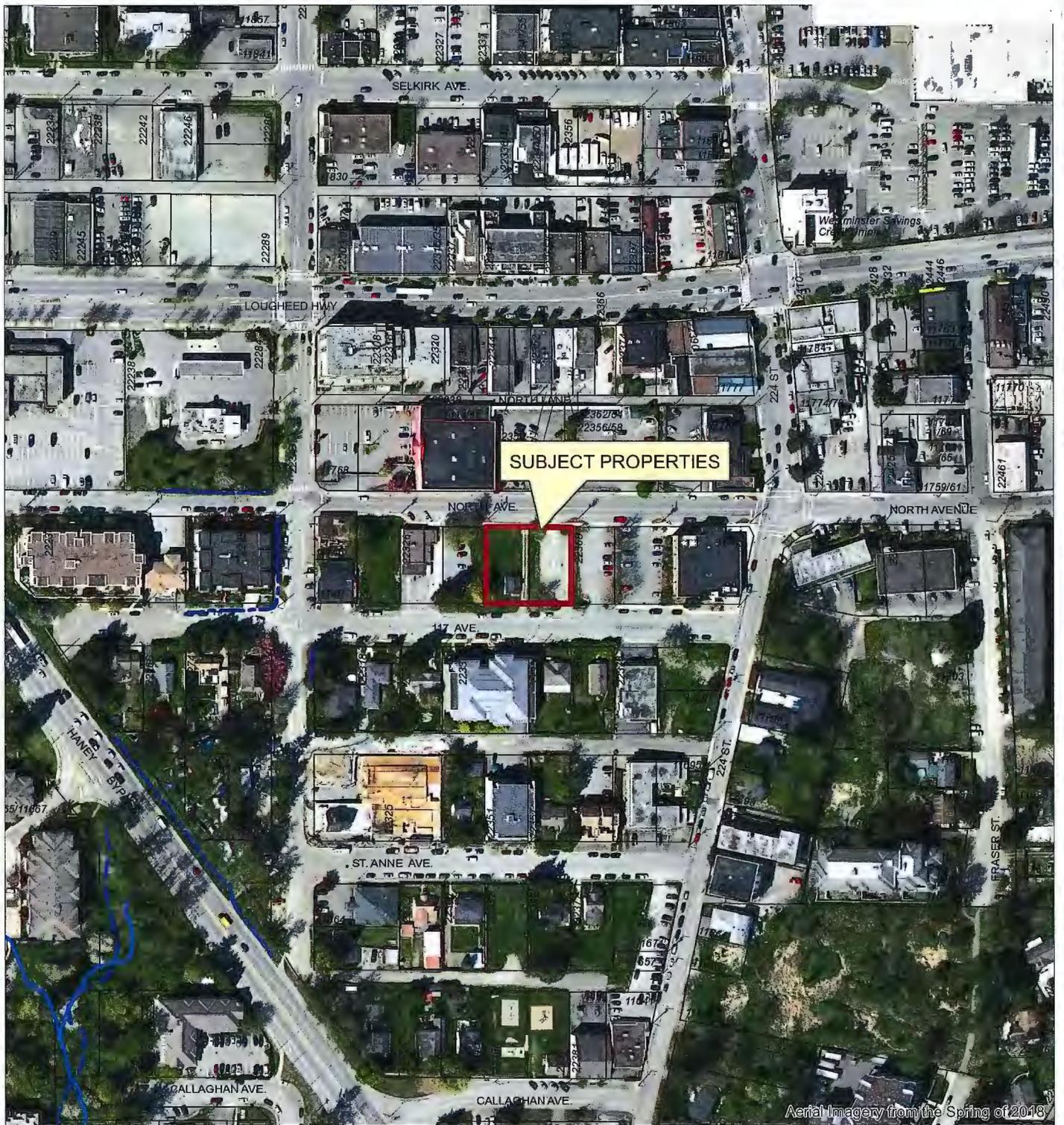


MAPLE RIDGE
British Columbia

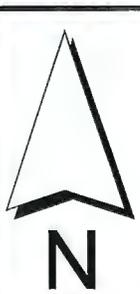
mapleridge.ca

FILE: 2020-062-RZ
DATE: Jun 1, 2020

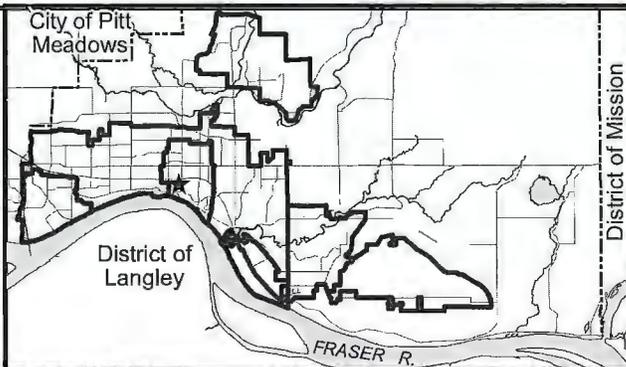
BY: PC



Aerial Imagery from the Spring of 2018



Scale: 1:2,500



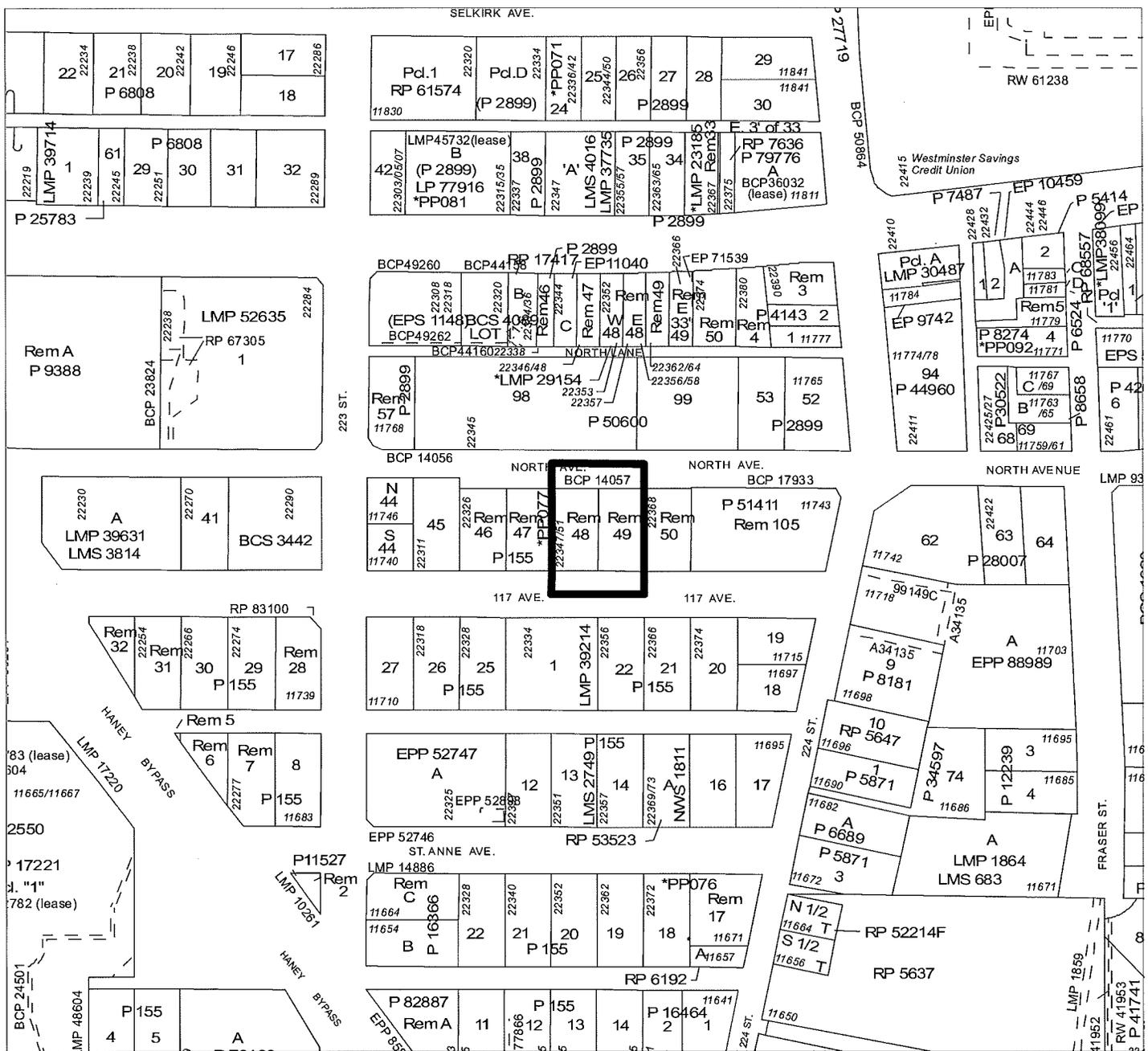
22347 117 AVENUE & 22349 NORTH AVENUE
 PID'S: 000-660-612 & 011-539-534



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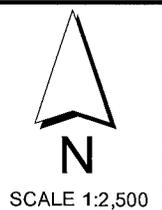
FILE: 2020-062-RZ
 DATE: May 27, 2020

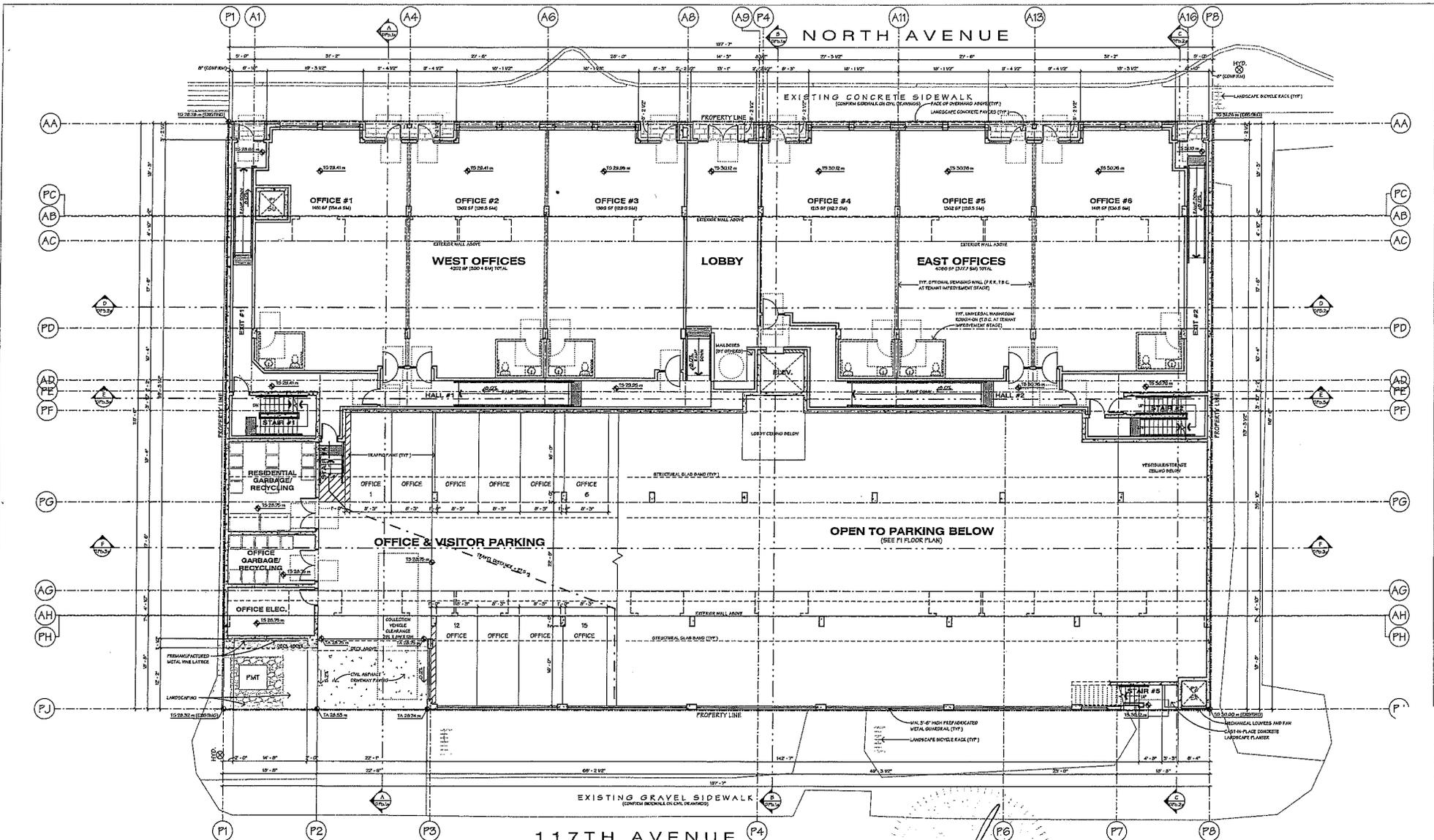
BY: PC



MAPLE RIDGE ZONE AMENDING

Bylaw No. 7649-2020
 Map No. 1841
 From: RT-1 (Two Family Urban Residential)
 RM-3 (High Density Apartment Residential)
 To: C-3 (Town Centre Commercial)





1ST FLOOR PLAN

LOUGHEED & NORTH AVENUE RESIDENCES
 BLDG A: 22347 TO 22351 NORTH AVE.
 MAPLE RIDGE, BC

SCALE 1/8" = 1'-0"
 JOB NO. 1905

DP2.1a

ARCHITECTURE & LANDSCAPE ARCHITECTURE

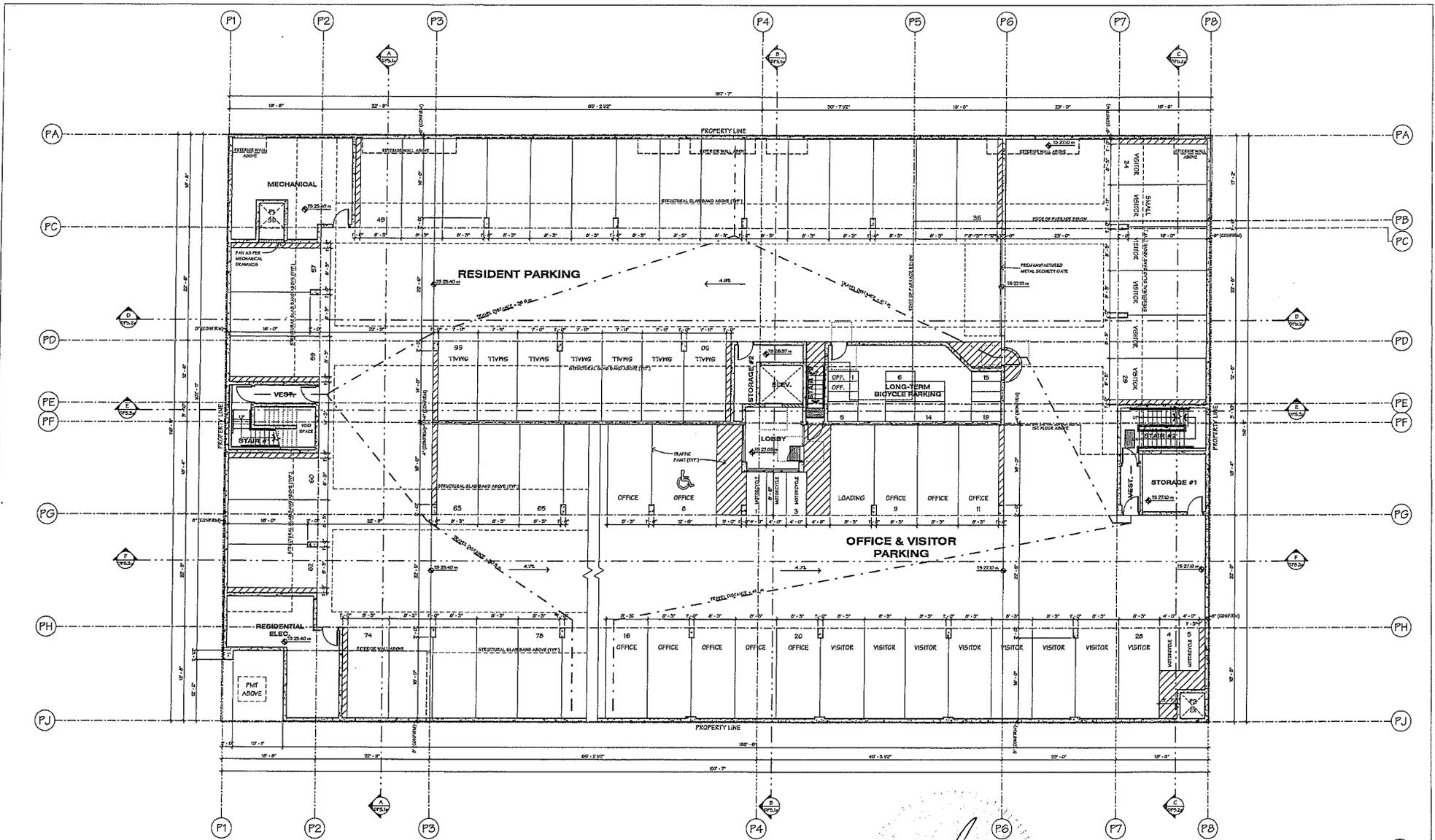
8255 YORKING ROAD
 CHELSEA/BURNABY, B.C. CANADA
 V2P 4S3
 TEL: 604 | 703 | 0445
 FAX: 604 | 703 | 0445
 EMAIL: chp@chparchitects.com

Cravon|Houston|Poway|Architects
CHP

ISSUED FOR REZONING & DEVELOPMENT PERMIT

FEB 21 2020

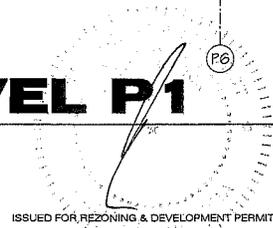
APPENDIX D



UNDERGROUND PARKING A - LEVEL P1

LOUGHEED & NORTH AVENUE RESIDENCES
 BLDG A: 22347 TO 22351 NORTH AVE.
 MAPLE RIDGE, BC

SCALE 1/8" = 1'-0"
 JOB NO. 1905



DP1.3a

ARCHITECTURE & LANDSCAPE ARCHITECTURE

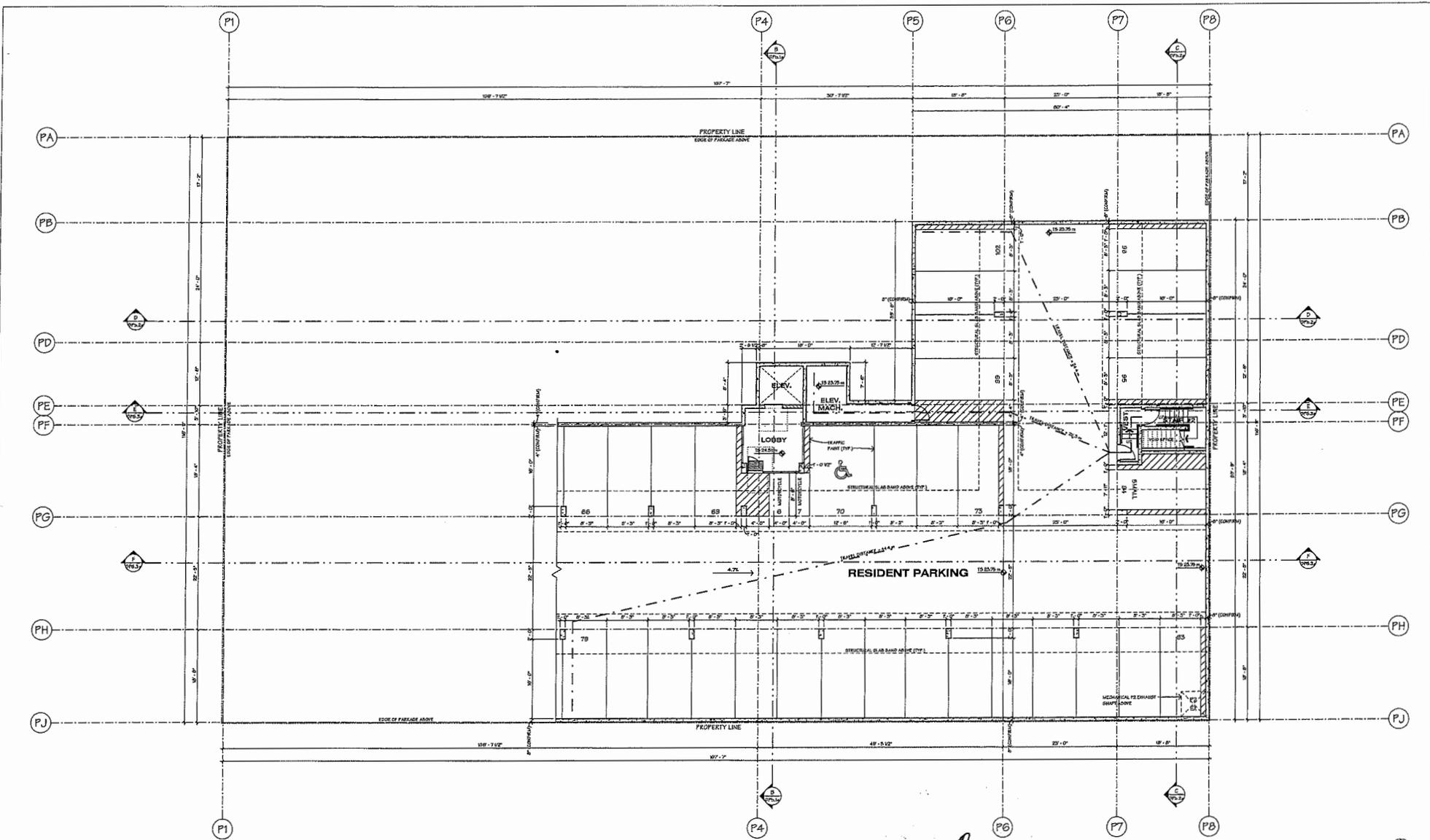
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TEL: 804 | 700 | 0445
 FAX: 804 | 700 | 0446
 EMAIL: info@chpa.ca

Craven | Huston | Powers | Architects



FEB 21 2020



UNDERGROUND PARKING A - LEVEL P2

LOUGHEED & NORTH AVENUE RESIDENCES
 BLDG A: 22347 TO 22351 NORTH AVE.
 MAPLE RIDGE, BC

SCALE: 1/8" = 1'-0"
 JOB NO. 1905



ISSUED FOR REZONING & DEVELOPMENT PERMIT

DP1.2a

ARCHITECTURE & LANDSCAPE ARCHITECTURE

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 EMAIL: info@gravenhustow.com

Graven|Hustow|Powers|Architects

CHPA

FEB 21 2020



VIEW FROM NORTH AVENUE
N.T.S.



VIEW FROM EXISTING CONDOS ON 117TH AVE.
N.T.S.

PERSPECTIVES

LOUGHEED & NORTH AVENUE RESIDENCES
BLDG A: 22347 TO 22351 NORTH AVE.
MAPLE RIDGE, BC

SCALE
JOB NO. 1905

DP0.2a

9335 YOUNG ROAD
CHILLIWACK, B.C. CANADA
V2P 4S3
TEL: 604 | 793 | 8445 Craven | Munton | Pawara Architects
FAX: 604 | 793 | 8446
EMAIL: cfp@chparchitects.com

ISSUED FOR REZONING & DEVELOPMENT PERMIT FEB 21 2020





mapleridge.ca

City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council

FROM: Chief Administrative Officer

SUBJECT: Second Reading
Zone Amending Bylaw No. 7603-2019;
11232 Dartford Street

MEETING DATE: June 16, 2020
FILE NO: 2019-310-RZ
MEETING: C o W

EXECUTIVE SUMMARY:

An application has been received to rezone the subject property, located at 11232 Dartford Street (Appendix A), from C-4 (Neighbourhood Public House Commercial) to H-1 (Heritage Commercial). Currently, the site is licensed for a Neighbourhood Pub and a licensee retail store as an accessory use. The zone being sought would allow the licensee retail store to operate as an independent principle use and the pub would be discontinued as a use. There are no physical changes being proposed to the existing building and associated accessory parking. A development variance permit will be required to permit the building as-built.

Council granted first reading to Zone Amending Bylaw No. 7603-2019 on February 11, 2020. This application is in compliance with the Hammond Area Plan.

RECOMMENDATIONS:

- 1) That Zone Amending Bylaw No. 7603-2019 be given second reading, and be forwarded to Public Hearing;
- 2) That the following terms and conditions be met prior to final reading:
 - i) Registration of a Restrictive Covenant to for future road widening.

DISCUSSION:

1) Background Context:

Applicant:	Sel Engineering Ltd (Lee Her)
Legal Description:	Parcel 5 District Lot 278 Group 1 NWD Reference Plan 64192
OCP:	
Existing:	Hammond Village Commercial
Proposed:	Hammond Village Commercial
Zoning:	
Existing:	C-4 (Neighbourhood Public House Commercial)
Proposed:	H-1 (Heritage Commercial)

Surrounding Uses:

North:	Use:	Residential
	Zone:	RS-1 (One Family Urban Residential)
	Designation:	Hammond Village Commercial
South:	Use:	Commercial
	Zone:	H-1 (Heritage Commercial)
	Designation:	Hammond Village Commercial
East:	Use:	Residential
	Zone:	One Family Urban Residential
	Designation:	Medium Density Multi-Family and Hammond Village Commercial
West:	Use:	Commercial
	Zone:	H-1 (Heritage Commercial)
	Designation:	Hammond Village Commercial

Existing Use of Property:	Commercial
Proposed Use of Property:	Commercial
Site Area:	0.12 HA. (0.3 acres)
Access:	Dartford Street
Servicing requirement:	Urban Standard

2) Background:

The subject site (Appendix A and B) is a fully developed flat parcel of land, with a commercial building in the northern end of the site and the associated accessory parking for the business in the southern half of the lot. There is a hedge partially along the southern and eastern edges of the parking area, buffering of garbage bin storage area to the residential lot to the east. There is a tree that straddles the lot line in the southeast corner of the parking lot.

When first presented to Committee of the Whole on January 28, 2020, a decision on the application was deferred to the February 11, 2020 Council meeting with the request for staff to contact the applicant and to report back on the termination of the pub operation. Staff confirmed with the applicant their decision had already been made to close the pub and operate only the Licensee Retail Store as a business decision. Council granted first reading on February 11, 2020.

3) Project Description:

The proposal is to rezone the subject site from C-4 (Neighbourhood Public House Commercial) to H-1 (Heritage Commercial), to permit the existing licensee retail store in the building as a principal use. There are no physical changes being proposed to the existing building and associated accessory parking (Appendix D, E and F). Therefore, no development permit for form and character is required as part of this application. A development variance permit will be required to permit the building as built.

4) Planning Analysis:

i) Official Community Plan:

The development site is located within the Hammond Village Area Plan and is currently designated Hammond Village Commercial. The proposed rezoning from C-4 (Neighbourhood Public House

Commercial) to H-1 (Heritage Commercial) is consistent with the Hammond Village Commercial designation.

ii) Zoning Bylaw:

The current application proposes to rezone the property located at 11232 Dartford Street (see Appendix C) from C-4 (Neighbourhood Public House Commercial) to H-1 (Heritage Commercial) to permit the existing licensee retail store in the building as a principal use. A development variance permit will be required to permit the building as built.

iii) Off-Street Parking And Loading Bylaw:

There are 17 parking spaces which meet the bylaw requirements based on the plans provided by the applicant's architect.

iv) Proposed Variances:

A Development Variance Permit application has been received for this project and involves variances to accommodate the existing siting of the building. The following relaxations to Section 713 Heritage Commercial: H-1, 7) Sitting a) commercial use of the Maple Ridge Zoning Bylaw No. 3510 -1985 are necessary to accommodate the building as built:

- Rear lot line setback is to be reduced from 6.0 metres to approximately 0.78 metres.

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

v) Development Permits:

The subject property is subject to Section 8.13 of the OCP, which is the Hammond Development Permit Area application for all Low Density Multi-family, Medium Density Multi-family, Infill General Employment and Hammond Village Commercial located in the Hammond Area. As described earlier, no development permit for form and character is required as part of this rezoning application.

vi) Advisory Design Panel:

A submission to the ADP was not required because there will be no change to the building and thus a form and character development permit is not associated with this rezoning application.

vii) Development Information Meeting:

A Development Information Meeting was not required for this application under Council Policy 6.20.

5) Interdepartmental Implications:

i) Engineering Department:

Should the existing building be demolished and replaced in the future, 1.0 metre of road widening will be required along Dartford Street. A restrictive covenant preventing the future construction of a new building or for parking area within this 1.0 metre wide strip of land is proposed to be registered on title.

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

Building advised a building permit would be required to alter the exterior appearance of the building and to reconfigure the interior of the building. The signage would need to comply with City requirements.

iii) **Fire Department:**

If no changes are taking place to the structure the Fire Department would have no issues with this project moving forward based on its use prior to this rezoning.

CONCLUSION:

It is recommended that that second reading be given to Zone Amending Bylaw No. 7603-2019, and that application 2017-310-RZ be forwarded to Public Hearing.

"Original signed by Adrian Kopystynski"

Prepared by: **Adrian Kopystynski, M.Sc., MCIP, RPP, MCAHP
Planner**

"Original signed by Chuck Goddard"

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

"Original signed by Christine Carter"

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

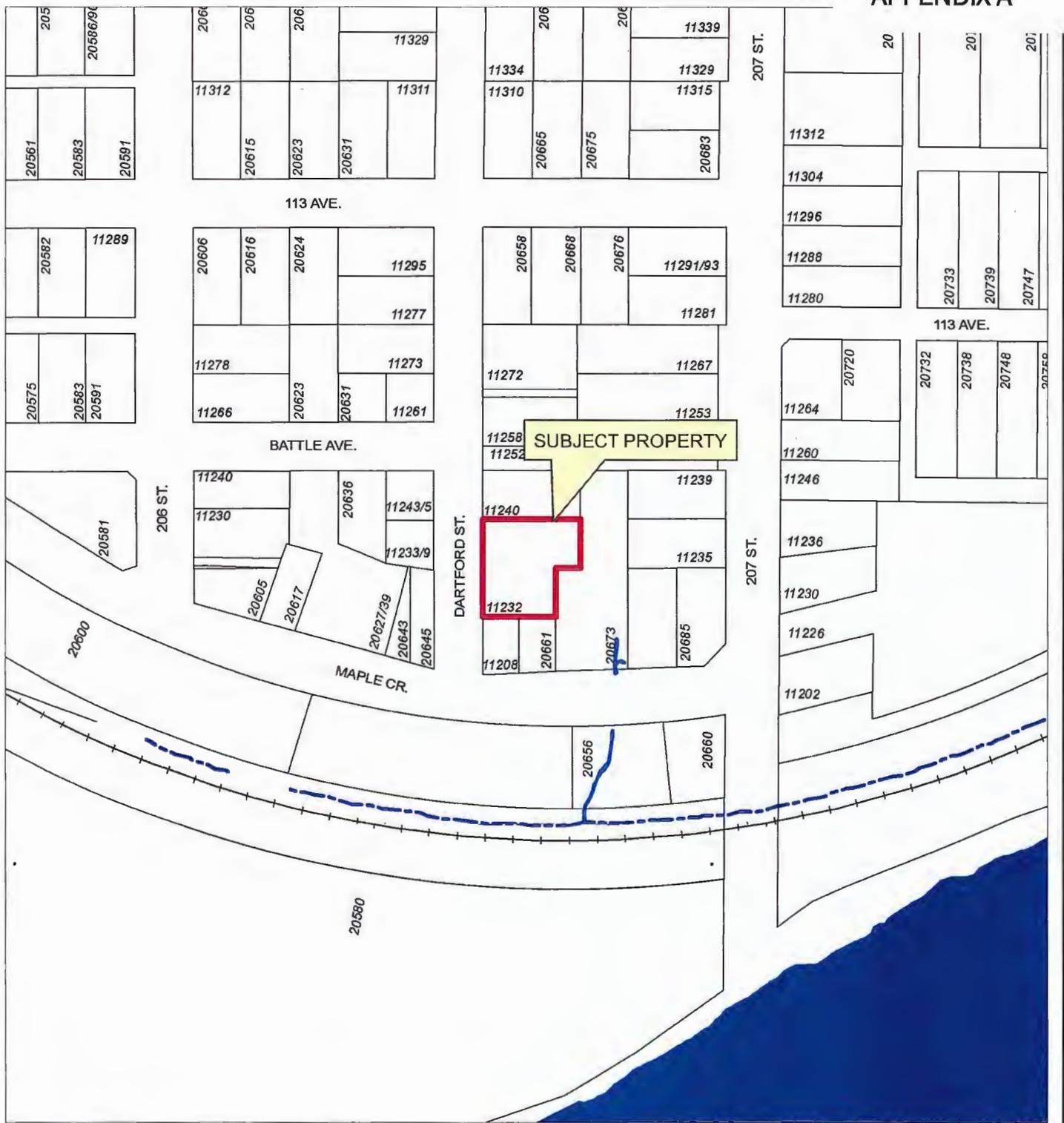
"Original signed by Al Horsman"

Concurrence: **Al Horsman
Chief Administrative Officer**

The following appendices are attached hereto:

- Appendix A – Subject Map
- Appendix B – Ortho Map
- Appendix C – Zone Amending Bylaw No. 7603-2019
- Appendix D – Site Plan
- Appendix E – Landscape Plan
- Appendix F – Building Plans and Elevation

APPENDIX A



SUBJECT PROPERTY



Scale: 1:2,000

Legend

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

11232 DARTFORD STREET
PID: 000-566-098

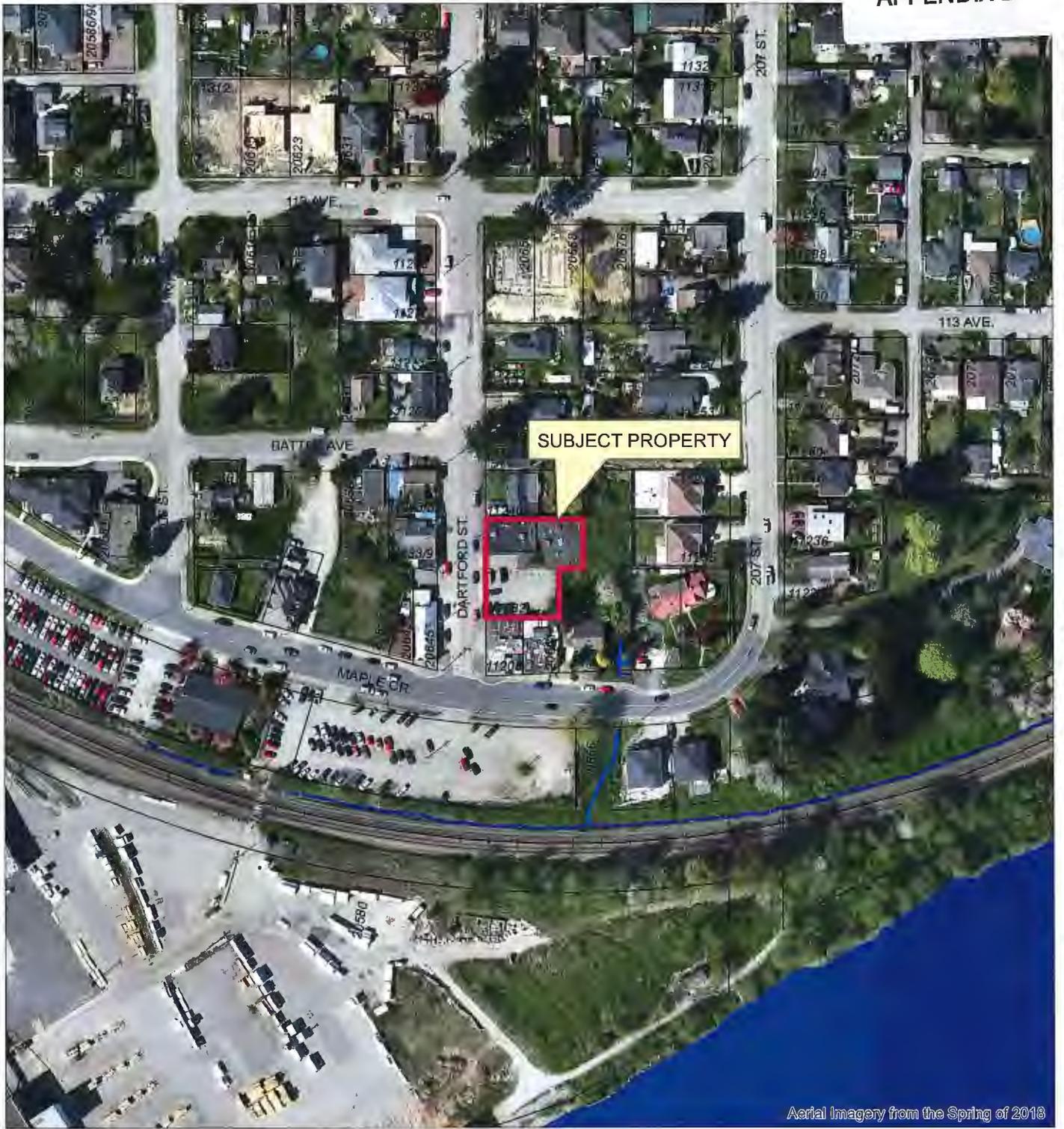
PLANNING DEPARTMENT



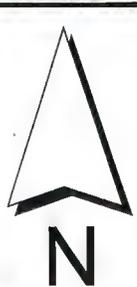
mapleridge.ca

FILE: 2019-310-RZ
DATE: Aug 29, 2019

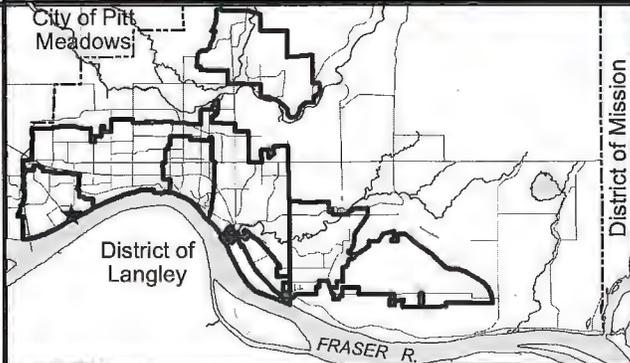
BY: PC



Aerial Imagery from the Spring of 2018



Scale: 1:2,000



District of Mission

11232 DARTFORD STREET
PID: 000-566-098

PLANNING DEPARTMENT



mapleridge.ca

FILE: 2019-310-RZ
DATE: Aug 29, 2019

BY: PC

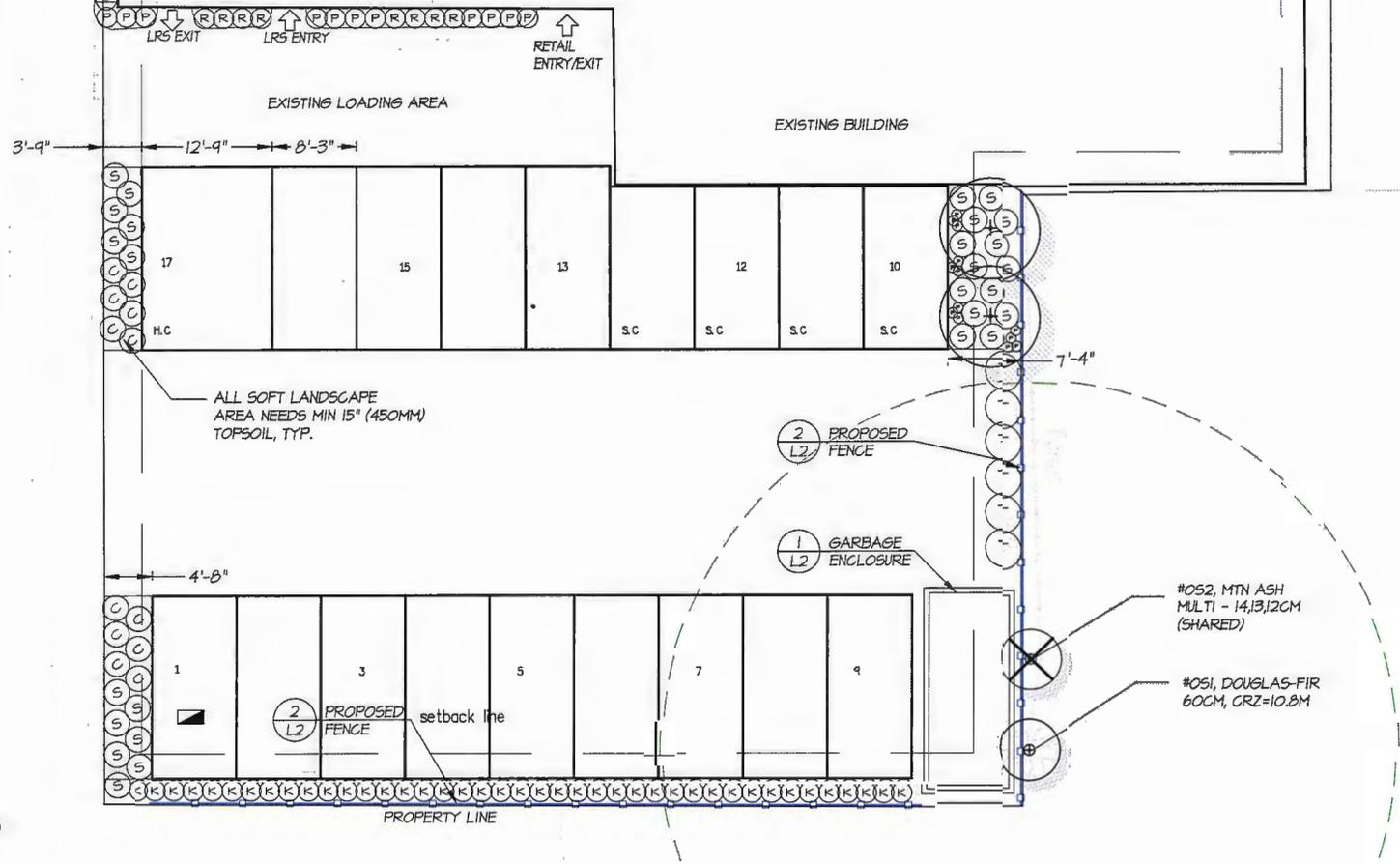
DARTFORD STREET

PLANT SCHEDULE				102 JOB NUMBER: 10-0162
KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
(*)	2	ACER CAMPESTRIS 'GREEN ELIZABETH'	REDDE MAPLE	60H GAL, LOCH STD, B&S
(S)	12	CARYOPTERIS X GLANDRENSIS 'BLUE HEST'	BLUEBERRY	11 POT
(S)	27	SPIRAEA X JAPONICA 'TETI'	SPIRAEA JAPONICA WHITE	12 POT
(S)	4	TAMUS X NEDRA 'NEDRA'	HEATH VIB	12 POT
(S)	4	CALAMAGROSTIS ACUTIFLORA 'KARL FORSTER'	FORSTER REED GRASS	11 POT
(S)	16	RUBROEGEA PULSADA VAR SULLIVANTII	GOLDSTAR-RUBROEGEA	11 POT
(S)	20	PACHISANDRA TERMINALIS	JAPANESE SPURGE	11 POT

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CMA STANDARDS. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER HEADHEIGHTS AND OTHER PLANT MATERIAL REQUIREMENTS. * CHECK AND REVIEW HAVE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS CERTAIN 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 BC LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY.

ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST.

LEGEND
 - - - - - PROPERTY LINE
 - - - - - PROPOSED FENCE



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#120 - 26 Lorne Mews,
 New Westminster, British Columbia
 V3M 3L7
 Tel: 604.553.0044
 Fax: 604.553.0045
 Email: office@m2la.com



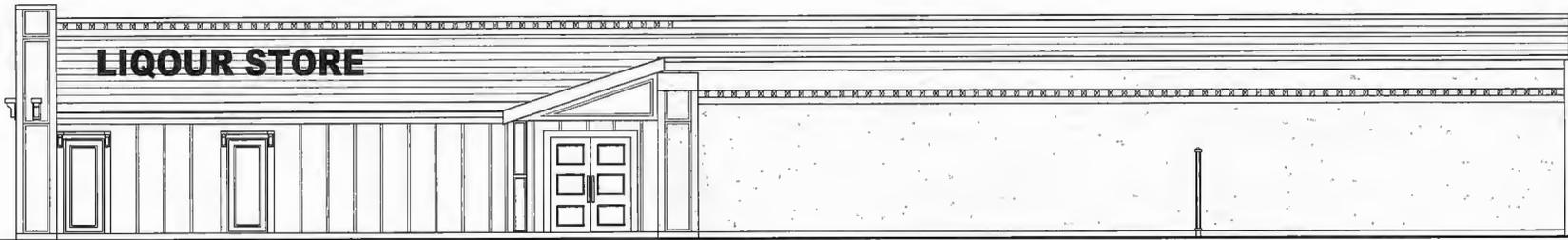
NO.	DATE	REVISION DESCRIPTION	DR.
1	2010-07	ISSUE FOR PERMITS APP.	JH

PROJECT:
TENANT IMPROVEMENT
 1030 DARTFORD ST
 MAPLE RIDGE, BC

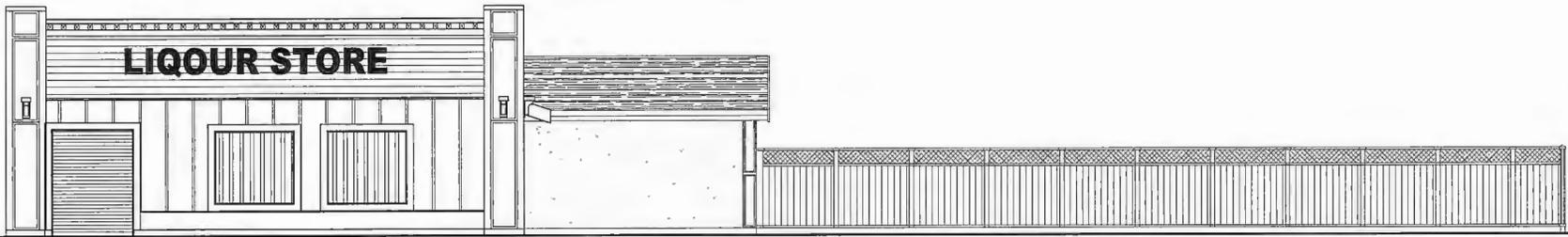
DRAWING TITLE:
LANDSCAPE PLAN

DATE: 6/20/10 DRAWING NO:
 SCALE: 3/16"=1'-0" DRAWN: JH
 DESIGN: JH CHECKED: JH
 M2LA PROJECT NUMBER: L

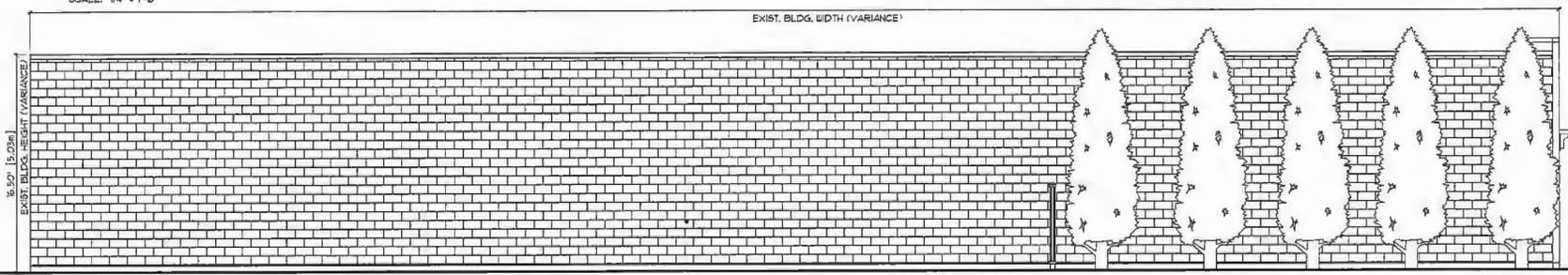
APPENDIX E



EXISTING SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



EXISTING WEST ELEVATION
SCALE: 1/4" = 1'-0"



EXISTING NORTH ELEVATION
SCALE: 1/4" = 1'-0"



EXISTING NORTH ELEVATION



EXISTING WEST ELEVATION



EXISTING SOUTH ELEVATION

REVISIONS:

1	PRELIMINARY	08.23.2013
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SEL
Engineering
Limited
Consulting Engineers

1071, 3003 ST. JOHN'S STREET
PORT MOODY, BC V3H 1C4
TELEPHONE: 604.463.1213
FACSIMILE: 604.463.1017
E-MAIL: SEL@SELBNS.COM

SCALE:

I (SENDER) ORIGINATOR HAS REVIEWED AND CONFIRMED THAT ALL STRUCTURAL MEMBERS AND CONNECTIONS OF THE BUILDING WILL BE DESIGNED TO RESIST SEISMIC LOADS AS DETAILED IN ACCORDANCE WITH PART 4 OF BCSG 1989

NO CONTRACTS REQUIRED. PRELIMINARY DESIGN AND, AT ALL TIMES, THE EXCLUSIVE PROPERTY OF SEL ENGINEERING LIMITED. REPRODUCTION OR USE WITHOUT WRITTEN CONSENT IS PROHIBITED. CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON PROJECT AND THE OFFICE SHALL BE ADVISED OF ANY VARIATIONS FROM DIMENSIONS AND CONDITIONS SHOWN ON THE DRAWING, DO NOT SCALE DRAWING.

PROJECT TITLE:
TENANT IMPROVEMENT AT:
1233 DARTFORD STREET
MAPLE RIDGE, BC

DRAWING TITLE:
EXISTING ELEVATIONS

DESIGNED BY: CMC
CHECKED BY: CMC
DRAWN BY: SHS
PROJECT NO: C13074
DATE: 08.23.2013
SCALE: AS SHOWN
DRAWING NO:

A-3

APPENDIX F



mapleridge.ca

TO: His Worship Mayor Michael Morden
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Award of Contract ITT-EN20-18: 225 Street Sanitary Pump Station Upgrades

MEETING DATE: June 16, 2020
FILE NO: 11-5255-50-096
MEETING: CoW

EXECUTIVE SUMMARY:

The purpose of this report is to obtain Council approval to award the 225 Street Sanitary Pump Station Upgrades contract to Drake Excavating (2016) Ltd., in the amount of \$2,802,879.00 excluding taxes.

The 225 Street Pump Station and South Slope Forcemain Project is a multi-phased project that includes pump station upgrades and expansion and the installation of a larger forcemain to convey the sewage to the Greater Vancouver Sewerage and Drainage District (GVS&DD) trunk sewer that in turn connects to a wastewater treatment plant that treats the sewage.

Phase 1 of the 225 Street Pump Station and South Slope Forcemain Project, the installation of forcemain under the new Haney Bypass to Cliff Avenue east of 221 Street, is nearing construction completion. Phase 2 of the project, the 225 Street Sanitary Pump Station Upgrades, is at construction tender award stage and is the subject of this report. Phase 3, the forcemain from 221 Street along Lougheed Highway to Steeves Street and River Road where it connects to the existing trunk sewer (see attachment), is currently in design.

The pump station is located at the intersection of 225 Street and the Haney Bypass. It receives approximately 40% of the City's sewage flows. The Phase 2 work is a major refurbishment of the pump station that was built in 1979 as well as an increase in pumping capacity.

The 225 Street Pump Station and South Slope Forcemain have been upsized to accommodate future growth as set out in the Official Community Plan (OCP). The pump station upgrades include the replacement of all four pumps, which were pre-purchased using grant funding. When the project is complete, the flow capacity will be doubled.

The current budget for all phases is \$13,034,448.00 based on consultant estimates. The current estimate to complete Phase 2 is \$4,673,979.00. This includes design and the extension of Associated Engineering Ltd.'s (AE) contract for additional design as well as construction and field services for a total of \$258,000.00. The overall consulting fees for the project align with industry standards. A higher than typical 25% contingency has been carried due to the complexity of construction and criticality of the pump station (\$700,700.00). The tender pricing is higher than the original budget estimate. Funding of Phase 3 construction will be addressed as part of the annual Financial Plan deliberations.

RECOMMENDATION:

That Contract ITT-EN20-18, 225 Street Sanitary Pump Station Upgrades, be awarded to Drake Excavating (2016) Ltd. in the amount of \$2,802,879.00 excluding taxes; and

That the existing Associated Engineering (B.C.) Ltd. contract for Engineering Design Services for South Slope Forcemain Upsizing and Pump Station Modifications be extended by \$258,000.00 for engineering and field services; and

That a project contingency of 25% or \$700,700.00 be approved to address potential variations in field conditions; and further

That the Corporate Officer be authorized to execute the contract.

DISCUSSION:

a) Background Context:

The 225 Street Sanitary Pump Station, built in 1979, is located at the intersection of 225 Street and the Haney Bypass. It receives approximately 40% of the City's sewage flows, serving the areas east of 222 Street and south of Dewdney Trunk Road, including the entire Downtown and Albion areas. The pump station conveys sewage via the existing South Slope Forcemain west along River Road to Best Street where it discharges into a GVS&DD trunk sewer.

The pump station is at a point in its lifecycle where capital renewal is required and, to meet growth demands and the long-term needs of the City, both the pump station and forcemain need to be upgraded to reliably convey increasing sewerage flows. The upgrades will double the capacity of the pump station and forcemain to convey sewage.

It is noted that the GVS&DD is also undertaking improvements to the regional sewer system: expanding the Langley Wastewater Treatment Plant and constructing a storage tank to increase sewage handling capacity. This work further improves the system and facilitates further growth in Maple Ridge and the Region.

In 2016, the City engaged Stantec Consulting Ltd. to develop a plan and conceptual design for the 225 Street Pump Station and South Slope Forcemain upgrades. The conceptual estimate for construction was \$10,906,000.00. Since this estimate, the scope of the project for Phase 1 has grown to include construction of a watermain, construction of a multi-use path and installation of fibre optic cable. These additional items were not contemplated in the original budget estimate.

In March of 2017, the City received provincial grant funding in the amount of \$998,905.00 that was used to pre-purchase the new pumps. In April 2017, AE was awarded the contract to complete the design of the pump station and forcemain.

The construction schedule is divided into three phases: Phase 1 includes forcemain installation from the 225 Street Pump Station to Cliff Avenue east of 221 Street, Phase 2 is the 225 Street Pump Station upgrades, and Phase 3 is the forcemain upgrades on Lougheed Highway east of 221 Street on Cliff Avenue to River Road. Phase 1 works are currently underway and are included in the Ministry of Transportation and Infrastructure's Haney Bypass Improvements project.

The pump station upgrades include the replacement and upgrade of four pumps with additional pumping capacity and improved efficiency, upgrades to process mechanical equipment, upgrades to the wet well and dry well, installation of a temporary bypass main

during process piping replacement and other pertinent appurtenances to complete the upgrades while the pump station is in operation. The upgrades will increase capacity, allowing the station to handle growth as set out in the OCP.

An Invitation to Tender for Phase 2 was issued on March 17, 2020 and closed on April 28, 2020. The lowest tender price was submitted by Drake Excavating (2016) Ltd. in the amount of \$2,802,879.00, excluding taxes. Design of Phase 3 is expected to be complete in the third quarter of 2020 with construction anticipated in 2021.

Tender Evaluation

An Invitation to Tender for Phase 2 was issued on March 17, 2020 and closed on April 28, 2020 with nine bids received, listed below from lowest to highest price.

	<u>Tender Price (excluding taxes)</u>
1. Drake Excavating (2016) Ltd.	\$2,802,879.00
2. Industra Construction Corp.	\$2,854,493.47
3. Kenaidan Contracting Ltd.	\$3,097,170.00
4. Deramore Construction Services Inc.	\$3,177,146.79
5. Tybo Constructors Ltd.	\$3,189,000.00
6. PCL Constructors Westcoast Inc.	\$3,258,562.00
7. Trittech Group Ltd.	\$3,519,557.18
8. Kingston Construction Ltd.	\$3,738,520.80
9. Hanna Infrastructure Ltd.	\$4,882,665.00

The number of bids and the range of prices indicate a competitive environment and a fair market price.

There were several bid submissions that contained minor irregularities. The Invitation to Tender document permits the City to waive these irregularities and to accept these bids. A legal opinion was obtained that indicated these irregularities would not impact the award to the low bidder. Procurement has reviewed the tenders and is in agreement with the recommendation.

The recommendation is to award to the lowest bidder, Drake Excavating (2016) Ltd., in the amount of \$2,802,879.00 excluding taxes.

b) Desired Outcome:

The upgrades to the existing 225 Street Pump Station will provide the sanitary sewer system the pumping capacity and reliability to meet the demands of the land use within the respective tributary areas in accordance with the City's OCP.

c) Strategic Alignment:

Council's Strategic Plan provides direction to manage municipal infrastructure under various initiatives such as the Master Sewer Plan and the Development Cost Charge (DCC) Bylaw. The 225 Street Pump Station upgrades will meet the increasing sewer flow and future demand set out in the Master Sewer Plan and OCP.

d) Citizen/Customer Implications:

The construction duration is estimated at 12 months, commencing promptly after the contract is awarded and expected to be completed by June 2021. The impact to traffic and area residents will be minimal as most of the work is inside the pump station building and compound. There will be a slight disruption to traffic on 225 Street when the driveway access culvert is replaced and re-paved.

Sanitary service will not be impacted, since the pump station is to remain in service and operational during construction.

Notifications will be delivered to area residents informing them of the project. The general public will be informed of the construction project, progress and updates through the City's website and social media sources.

e) Interdepartmental Implications:

The Engineering Operations Department has provided input during the design stage and will assist and provide support during construction, since the pump station needs to remain in operation throughout construction.

f) Business Plan/Financial Implications:

The project budget is based on estimates provided by the consultant. The project is largely funded through DCCs and the Sanitary Sewer Reserve Fund. In March 2017, the City received a grant of \$998,905.00 from the Province under the Clean Water and Wastewater Fund.

Existing Funding

Clean Water and Wastewater Fund Grant	\$	998,905.00
Development Cost Charges (DCCs)	\$	3,350,555.00
Sanitary Sewer Reserve Fund	\$	6,659,261.00
Other Sources	\$	1,025,727.00
2021 Funding	\$	1,000,000.00
Total Existing Project Funding (3 Phases)	\$	13,034,448.00

The construction costs for Phase 1 and 2 are higher than the original consultant budget estimates. There is adequate funding to complete the current phases and funding for Phase 3 will be addressed when a pre-tender estimate is obtained and through the annual Financial Plan deliberations.

The Phase 2 budget estimate is as follows:

Design	\$	310,800.00
Consulting and Field Services	\$	258,000.00
Pre-Purchased Pumps	\$	601,600.00
Construction	\$	2,802,879.00
Contingency	\$	700,700.00
Total	\$	4,673,979.00

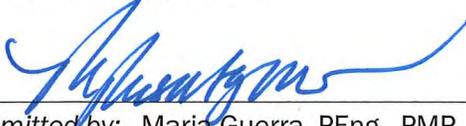
Award of the construction contract for Phase 2 is recommended. Approval to extend AE's contract for additional services completed during design phase and for construction and field service during the construction phase in the amount of \$258,000.00 is also required.

Rebuilding an operational pump station is a complex undertaking with many unknowns. Because of the higher degree of variation and risk associated with a project of this nature, a higher than typical contingency for Phase 2 is required. This contingency will only be used if necessary.

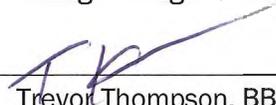
CONCLUSIONS:

This project is an extensive upgrade of a major trunk and pump station that serves 40% of the city; it also renews this critical piece of infrastructure that is at the end of its service life. The upgrades address capacity, allowing for the future growth of the city.

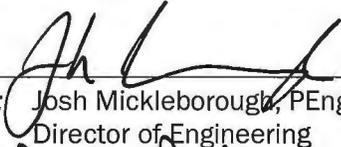
It is recommended that Council approve the award of the contract to Drake Excavating (2016) Ltd. In the amount of \$2,802,879.00, that AE's contract be extended by \$258,000.00 and a contingency of \$700,700.00 be approved.



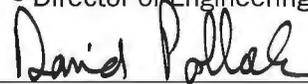
Submitted by: Maria Guerra, PEng., PMP
Acting Manager of Design & Construction



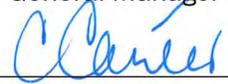
Financial Trevor Thompson, BBA, CPA, CGA
Concurrence: Chief Financial Officer



Reviewed by: Josh Mickleborough, PEng.
Director of Engineering

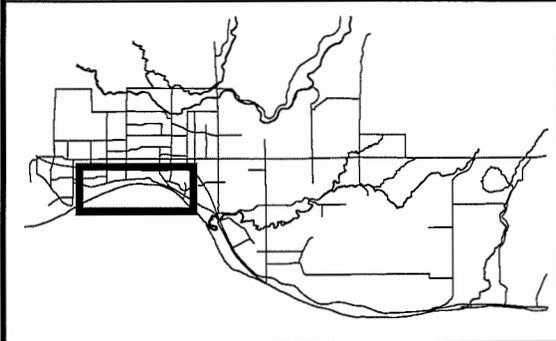
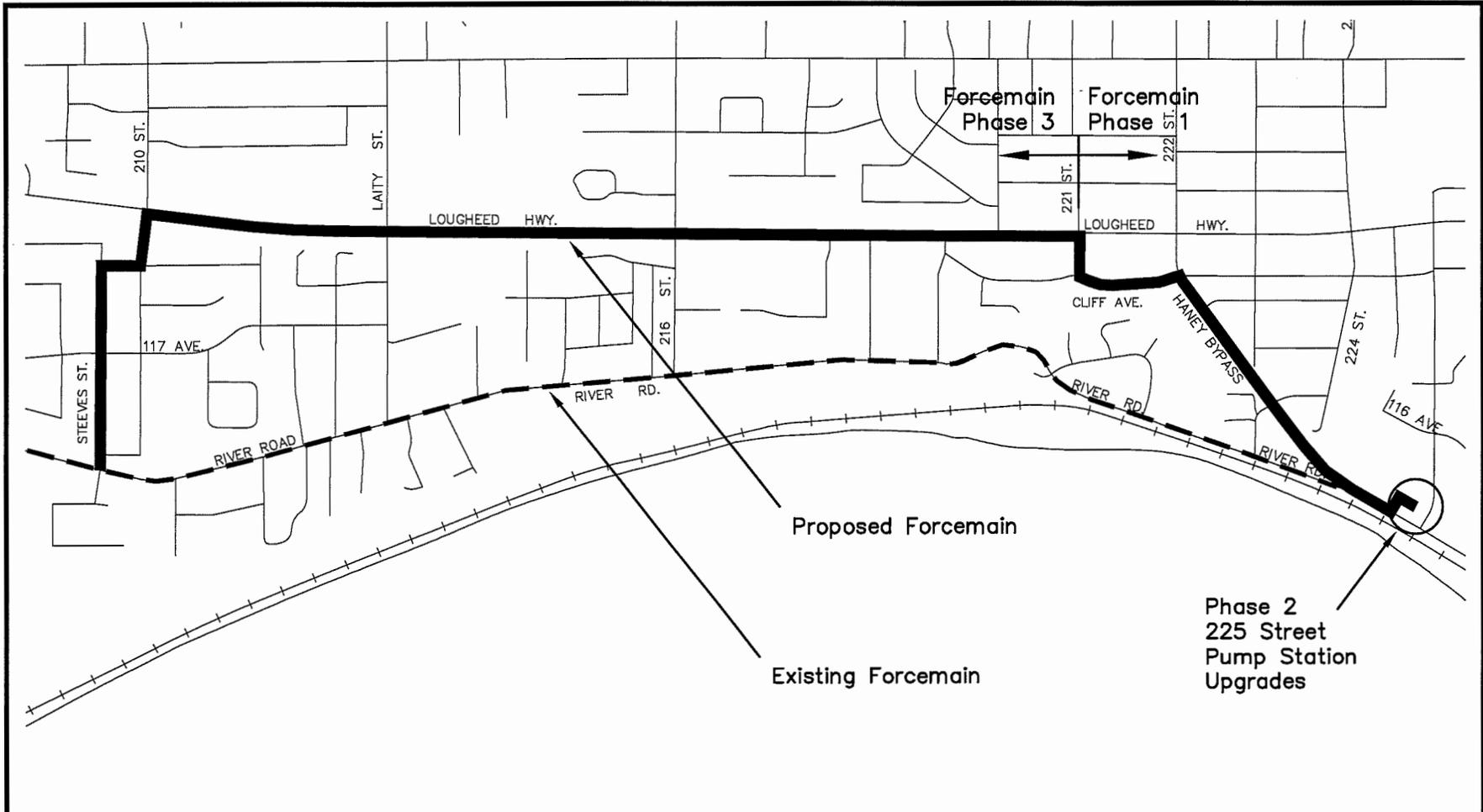


Approved by: David Pollock, PEng.
General Manager Engineering Services



Concurrence: Al Horsman
Chief Administrative Officer

Attachments:
(A) Map



**PROPOSED
225 STREET
PUMP STATION UPGRADES**



**CITY OF MAPLE RIDGE
ENGINEERING
DEPARTMENT**

DATE: May 2020 FILE/DWG No SK0440



City of Maple Ridge

TO: His Worship Mayor Michael Morden
and Members of Council

MEETING DATE: 16-June-2020
FILE NO:

FROM: Chief Administrative Officer

MEETING: CoW

SUBJECT: Quarter 1, 2020 Financial Update

EXECUTIVE SUMMARY:

The purpose of this report is to provide a financial update for the first quarter of 2020, focusing on operating results for the City, and to provide information regarding certain development related reserves. While there is great interest in assessing the impact of COVID-19 on the City's financial situation, it is noted that only 2 weeks of the first quarter were impacted by the current health crisis.

While operating results to the end of the first quarter are in line with what we would expect to see for the end of March, this is far from a typical year. As such, we continue to monitor the City's revenues and expenses to assess the impact of COVID-19 on our operations and will provide additional information following the end of the 2nd quarter.

The City relies on certain revenues collected as part of the development process to support the provision of infrastructure and other amenities. In particular, Development Cost Charges, Albion Amenity Charges and Community Amenity Charges are key funding sources in the City's capital program. All of these funding sources are currently dependent on future collections to support planned capital projects.

RECOMMENDATION:

For information only

DISCUSSION:

a) **Background Context:**

The purpose of this report is to provide a financial update for the first quarter of 2020, focusing on operating results for the City and to provide information regarding certain development related reserves. While there is great interest in assessing the impact of COVID-19 on the City's financial situation, it is noted that only 2 weeks of the first quarter were impacted by the current health crisis.

Operating Results

The first three months of a fiscal year do not typically provide enough information to forecast results to the end of the year or to identify any significant variances to planned results. Results to the end of March are shown on Schedule "A" attached to this report with very preliminary forecast estimates for 2020.

A public health emergency was declared on March 17 as a result of the COVID-19 pandemic and while we know it will have an impact on the City's financial results for the year, the extent of that impact cannot be predicted with any certainty at this time. In some instances we can make preliminary assumptions about certain revenues and expenses which will be refined as the year progresses. For example, with the closure of the local Chances facility in mid March and reopening currently scheduled for Phase 4 of the BC Restart Plan, we can expect to receive less revenue than in previous years.

Similarly, with City facilities, the impact to revenues and expenses will depend on a number of factors, such as the timing of facility re-openings, capacity constraints, training of staff, additional cleaning costs and other expenses needed to ensure the safety of our staff and customers.

Staff continue to monitor the current situation for emerging trends and assess the impact of the pandemic on both the City's revenues and expenses. Updated information will be provided to Council following the end of the second quarter.

Development Related Reserves

The City relies heavily on certain revenues collected as part of the development process to fund the construction of infrastructure and other amenities included in the capital program. In particular the collection of Development Cost Charges (DCC's), Community Amenity Charges (CAC's), and Albion Amenity Charges (AAC's).

The rates in place for DCC's are outlined in Bylaw No. 7320-2017 and must be approved by the Inspector of Municipalities. Use of DCC funds are guided by legislation and municipalities are not able to use DCC's to fund certain infrastructure required as a result of growth, such as new fire halls or community centres. To ease the burden on taxpayers for the provision of this type of infrastructure, Council introduced AAC's in 2013 and CAC's in 2016. The following shows the balances in each of these reserves at the end of 2019, collections to March 31, 2020 and the planned capital expenditures for this year.

	DCC's	AAC's	CAC's	CAC's (Housing)
Opening Balance	25,663,429	-	655,791	257,903
Collections	2,337,871	-	46,229	4,141
Balance at Mar 31	<u>28,001,300</u>	<u>-</u>	<u>702,020</u>	<u>262,044</u>
Planned expenditures (2020)	34,452,796	164,598	3,588,070	-
Unencumbered Balances	(6,451,495)	(164,598)	(2,886,050)	262,044

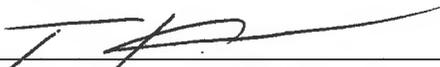
Of note is the dependence on future collections to support the planned capital projects and internal financing for projects with authorized debt that we have not yet entered into. At the end of 2019 \$2.6 million in costs associated with the Albion Community Centre were internally financed using CAC's that had already been collected, further increasing the reliance on future collections. While projects are budgeted for in full in the intended start year, it is not unusual for them to span two or three years from the start of construction through to completion. This, combined with future collections, allows us to manage the balances in these reserves although we will likely need to consider external financing in the near future.

CONCLUSION:

In summary, results to the end of the first quarter are what we would expect to see. The impacts of COVID-19 are being monitored and the extent of that impact will depend on a number of factors, such as the timing of facilities reopening, capacity constraints, changes in peoples' behaviours and additional expenses that may be needed to ensure the safety of staff and customers. An updated report will be provided following June 30, 2020.



Prepared by: Catherine Nolan, CPA, CGA
Corporate Controller



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



Approved by: Christina Crabtree
Acting GM, Corporate Services



Concurrence: Al Horsman
Chief Administrative Officer

Attachments:
(A) Schedule "A"

City of Maple Ridge
Quarter 1 Statement of Operations
For the period ended March 31, 2020

	Ytd Actual	Annual Budget	Forecast	Comments
Revenues				
Taxes for municipal purposes	- 71,440	94,680,030	94,680,030	
User fees and other revenue	4,990,856	47,142,875	45,000,000	Facility closures & reduction in some building permit activity
Government transfers	1,087,926	3,446,265	3,446,265	
Development revenue	20,690	1,356,621	1,356,621	
Interest and investment income	1,051,735	1,867,988	1,867,988	
Gaming revenues	-	1,500,000	550,000	Facility closed mid March; reopening date unknown
Total Revenue	7,079,767	149,993,779	146,900,904	
Expenses (excluding amortization)				
General Government	4,913,876	18,149,774	18,149,774	
Protective Services	9,992,514	43,499,397	43,499,397	
Transportation	2,172,426	13,988,777	13,988,777	
Planning, Public Health & Other	1,723,330	7,304,274	7,304,274	
Recreation	4,238,343	22,071,087	22,071,087	
Sewer	645,471	12,329,795	12,329,795	
Water	1,392,835	14,740,619	14,740,619	
Total Expenses	25,078,796	132,083,723	132,083,723	
Internal Transfers & Principal Payments				
Principal Payments	1,504,588	3,218,773	2,606,273	Planned borrowing currently being internally financed
Transfers to/from reserves	- 769,548	5,313,949	5,313,949	
Transfers to capital	-	14,152,027	14,152,027	
Total Internal transfers & principal payments	735,040	22,684,749	22,072,249	
Surplus (Deficit) as at March 31, 2020	-18,734,069	- 4,774,693	- 7,255,068	
Accumulated Surplus - beginning of year	30,357,265	30,357,265	30,357,265	
Accumulated Surplus as at March 31, 2020	11,623,196	25,582,572	23,102,197	