



2004 Annual Report

For Fiscal Year Ending
December 31, 2004

District of Maple Ridge
British Columbia

GFOA Award Recipient for
Excellence in Financial Reporting



Mayor Kathy Morse
and Members of Council



Ernie Daykin
Councillor



Judy Dueck
Councillor



Candace Gordon
Councillor



Jon Harris
Councillor



Faye Isaac
Councillor



Craig Speirs
Councillor



2004 Annual Report

The Corporation of the
District of Maple Ridge
British Columbia, Canada

Fiscal Year ending December 31, 2004

Produced by:

(Corporate & Financial Services Division)

Finance Department

Communications & Human Resources Department

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Message from the Mayor

On behalf of Council, I am pleased to present the District of Maple Ridge 2004 Annual Report.

This annual report presents to the citizens and customers of Maple Ridge a comprehensive look at the past year blending the necessary financial information with a look at our accomplishments as a community. Throughout 2004, the municipality placed emphasis on building a strong foundation for sound financial management. Council adopted financial policies that focus on sustainability, affordability and accountability. The strategy provides goals and measurements to ensure the municipality has the financial resources it needs to sustain its facilities and services and the fiscal practices our citizens demand.

2004 has been a busy year...

Over the past twelve months, we have completed a draft Official Community Plan. The draft Plan will go out for public review in the Spring of 2005. The GVRD Livable Region Strategy recognizes Maple Ridge as a regional town centre. This means that we are committed to developing our own industrial and commercial tax base in order to provide employment here in Maple Ridge — critical if we are to reduce the number of people who leave our community to go to work. In that context, our renewed Official Community Plan is extremely important both as a planning tool for a growing community and as a way of involving our citizens in planning for the future.

2004 has been an exciting year...

We are now the proud owners of our beautiful Downtown Core facilities. Next on the agenda is a renewal of the downtown area including the introduction of the Smart Growth Plan. And for the 14th consecutive year, staff at municipal hall won the Canadian Award for Financial Reporting from the Government Finance Officers' Association.



2004 has been a productive year...

The Fire Department Master Plan is complete and we now have a long range financial program aimed at providing fire protection service enhancement. Maple Ridge is a leader in the area of environmental protection. Stream mapping is complete and we are now able to offer citizens a comprehensive look at the location of watercourses in the District and some sense of the protection that is required. Council and the public agree that the social, environmental, and economic health of Maple Ridge is our top priority. You are invited to play an active role in your

community — to be part of planning for our future. Your comments and participation are always welcome.

KATHY MORSE
Mayor





Message from the CAO

I am pleased to present our 2004 Annual Report on behalf of all employees at the District of Maple Ridge. Maple Ridge is a vibrant and dynamic community that is one of the fastest growing municipalities in British Columbia. Maple Ridge provides a wonderful quality of life which is the envy of many other communities.

Our ongoing challenge is to manage this rapid growth and balance the social, economic and environmental goals of the community.

Some of the major initiatives undertaken in 2004 were:

- Acquiring the downtown core facilities as a strategic long term investment in the community
- Approving a Fire Master Plan that will see significant expansion in District fire services
- Continuing work with TransLink on transportation improvements in the community including the 232 Street Bridge and the Golden Ears Bridge
- Undertaking an Official Community Plan (OCP) review
- Opening our first artificial turf field
- Establishing an Economic Development Office at the District



In 2005 the District will tackle ambitious projects and initiatives as outlined in the 2005 Business Plan. Our staff will continue providing first rate service in a top performing municipality by being attentive to the needs of our citizens.

Some of the major initiatives to be undertaken in 2005 are:

- Completion of the OCP
- Transportation Improvements
- Infrastructure Planning
- Fire Master Plan Implementation
- Additional Turf Sports Fields
- Development of a Police Services Master Plan
- An emphasis on the expansion and retention of local business

I would like to thank Council, our employees and the many volunteers who make this community such a wonderful place to live, work and play.

J. L. (JIM) RULE
Chief Administrative Officer





Strategic Direction

Vision

“A safe and livable community for our present and future citizens”

Business Purpose

The District of Maple Ridge is committed to the effective and efficient delivery of services for our customers and citizens.

Strategic Focus Areas

- Governance
- Financial Management
- Inter-Government Relations/Partnerships
- Community Relations
- Economic Development
- Safe and Livable Community
- Transportation
- Smart Managed Growth
- Environment

Strategic Directions

Governance

- Conduct our business in a manner that will uphold and enhance the public trust.
- Function as an open government with the greatest possible access by citizens to information and decision making processes.

Financial Management

- Develop multi-year financial plans that not only address immediate needs but also address the longer-term financial sustainability of our community.
- Use a formal, business planning framework as a means to structure decision-making and publicly report our performance.
- Identify methods to expand the tax base and generate non-tax revenue.
- Continue to use a user-pay philosophy.
- Provide high quality municipal services to our citizens and customers in a cost effective and efficient manner.

Value Statements

Leadership	To encourage innovation, creativity, and initiative.
Service	To be fair, friendly, and helpful.
Reputation	To stress excellence, integrity, accountability, and honesty.
Human Resources	To recognize that our people are our most valuable resource.
Community	To respect and promote our community.

Inter-Government Relations/Partnerships

- Develop and maintain strong, positive working relationships with our adjacent neighbours, the municipalities of Pitt Meadows and Mission; the Katzie First Nations; the provincial government; the Greater Vancouver Regional District; and, TransLink.
- Identify and promote the use of partnerships with public agencies; business; not-for-profit; community groups; and, volunteers to provide local government and community services in a cost-efficient and effective manner.

Community Relations

- Encourage citizen participation in local government and local government decision-making.
- Develop methods to communicate on a timely basis with citizens and community groups.
- Recognize and support the important contribution of volunteers in the community.
- Strive for enhanced service levels, quality of life and independence by citizens and community organizations in the delivery of leisure services and other municipal services through community development.



Strategic Direction

Economic Development

- Use a formal economic development strategy as a means to structure a positive business and investment climate within Maple Ridge.
- Identify, in consultation with community stakeholders, specific new investment and employment opportunities.
- Build a sustainable community that includes a balance of land use types.
- Develop a pro-business, customer-service oriented approach in the delivery of municipal services.
- Develop and maintain high quality community documentation and promotional material to attract investment and employment.

Safe and Livable Community

- Establish an emergency response and recovery plan in consultation with other public sector agencies, community groups, and other relevant stakeholders.
- Establish neighbourhood and community education programs to provide citizens with information and materials on emergency planning procedures.
- Ensure development standards incorporate crime prevention, safety and security concepts.
- Develop preventative as opposed to remediation initiatives in the delivery of fire and police services.
- Ensure that quality emergency services are delivered in a timely, effective and efficient manner through the development of multi-year business plans, which include detailed multi-year financial plans.
- In partnership with community groups, assist in the provision of leisure and cultural services to ensure access by all citizens.
- Address the impacts of emerging social issues on the local community and citizens through social planning and collaboration with other levels of government and local service providers.

Transportation

- Maintain and enhance a multi-modal transportation system within Maple Ridge to provide citizens with safe, efficient alternatives for the movement of individuals and goods.
- In co-operation with other regional stake-holders, identify improvements to the inter-municipal transportation system within Greater Vancouver.

Smart Managed Growth

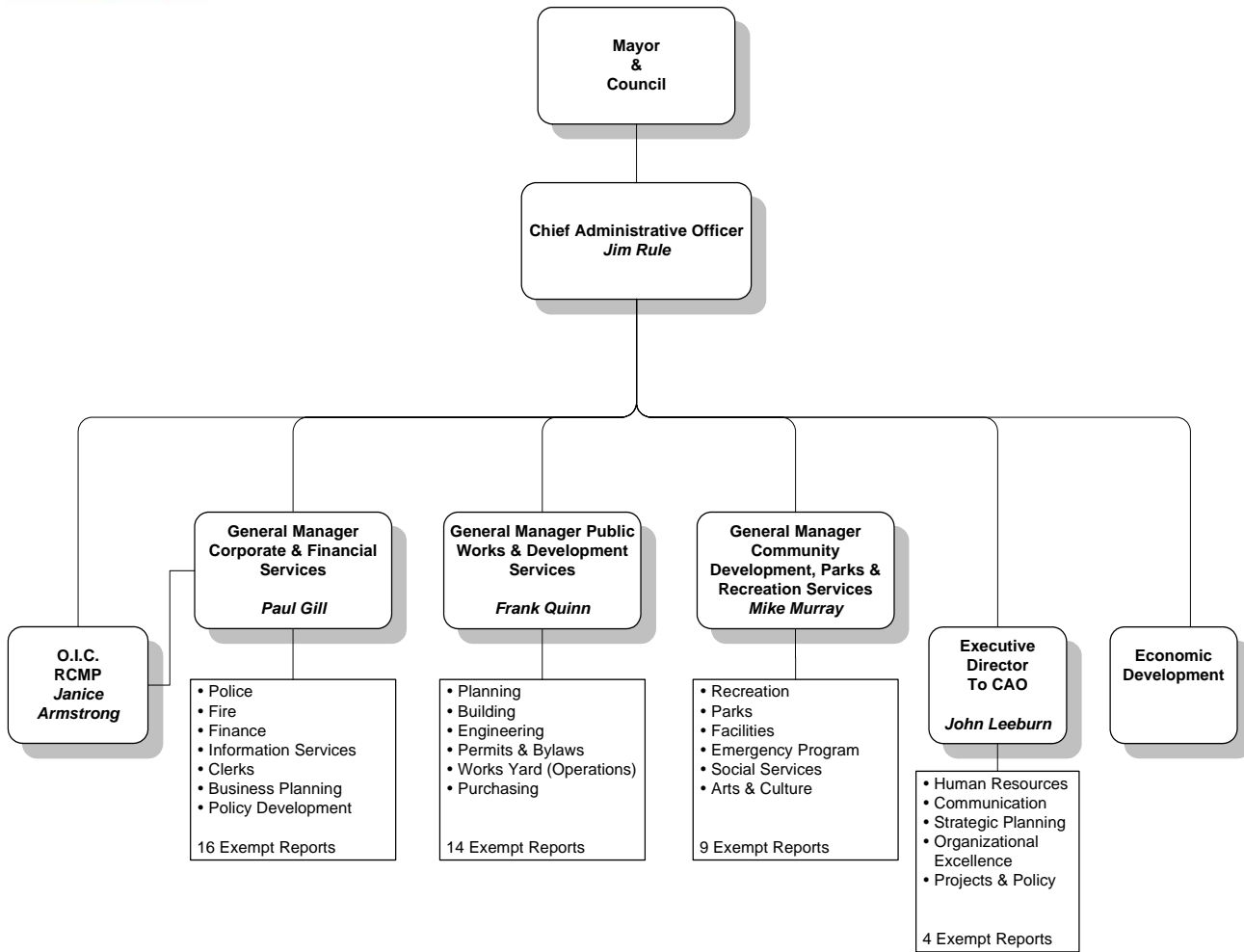
- Develop a land use management process that is timely, open, inclusive, and consultative.
- Using the Official Community Plan, ensure growth is well managed and establishes a balance of use types that is efficient and enhances the unique quality of life in Maple Ridge.
- Develop land use regulations, bylaws, procedures, and practices to implement the Official Community Plan.
- Protect and manage existing municipal infrastructure through the preparation of appropriate plans to ensure development, maintenance and renewal of parks and open spaces; roads; sidewalks; water; sewer and stormwater systems; and, public buildings.

Environment

- Promote individual and community responsibility for the stewardship of natural resources.
- Identify and protect environmental features (such as watercourses) and areas that require special recognition and management.
- In partnership with other levels of government, adjacent municipalities, and community groups, develop programs and projects to preserve and enhance the natural assets of Maple Ridge.
- Promote alternative modes (pedestrian, bike and public transit) of travel to reduce reliance on the automobile.



Organization Chart





Elected & Appointed Officials

2002 – 2005 Council

Mayor Kathy Morse

Councillor Ernie Daykin
Councillor Judy Dueck
Councillor Candace Gordon

Councillor Jon Harris
Councillor Faye Isaac
Councillor Craig Speirs

2004 Appointed Officials

Chief Administrative Officer Jim Rule, M.A. B.ES. (Hon.), P. Mgr., MCIP
 General Manager: Community Development, Parks & Recreation Services..... Michael Murray, B.R.E.
 General Manager: Corporate & Financial Services..... Paul Gill, B.B.A., C.G.A., F.R.M.
 General Manager: Public Works & Development Services Frank Quinn, P.Eng., MBA PMP
 Executive Director to the CAO John Leeburn, B.Comm., MBA
 Chief Information Officer John Bastaja, B.A., M.R.M.
 Director of Community Fire Safety/Chief..... Dane Spence
 Director of Development Engineering Jeffrey Scherban
 Director of Engineering Operations..... Russ Carmichael, AScT, F.R.M.
 Director of Finance Jacob Sorba, C.G.A.
 Director of Fire Operations/Chief..... Peter Grootendorst
 Director of Licences, Permits & Bylaws..... Brock McDonald, B. Sc.
 Director of Parks & Facilities David Boag
 Director of Planning..... Jane Pickering, M.C.P., M.C.I.P.
 Municipal Clerk Terry Fryer, B.A. Sc., P. Eng.
 Municipal Engineer..... Andrew Wood, M. Eng., P. Eng.
 R.C.M.P. Officer in Charge Inspector Janice Armstrong

Municipal Auditors

BDO Dunwoody LLP

Municipal Bankers

TD Canada Trust

Municipal Solicitors

Lidstone Young Anderson - General
Russell & DuMoulin - Labour



Commissions of Council 2004

Maple Ridge and Pitt Meadows Parks & Leisure Services Commission

School District No. 42

Trustee Cheryl Ashlie
Trustee Dave Rempel
Trustee Kathie Ward

Maple Ridge Council Liaison

Mayor Kathy Morse
Councillor Faye Isaac
Councillor Ernie Daykin

Maple Ridge Citizens At Large

Kathy Reinheimer
Jo Anne ten Brink
Gerry Trerise
Ian Brown

Pitt Meadows Council Liaison

Mayor Don MacLean
Councillor Debra Eisel
Councillor Gwen O'Connell

Pitt Meadows Citizens At Large

Bunny Horne
Keith Nightingale

Municipal Liaison

Mike Murray
David Boag
Ingrid Kraus
Cheryl Brewster





Council Appointments 2004 - 2005

Advisory and/or Legislated Committees

Advisory Committee on Accessibility Issues
Advisory Design Panel
Bicycle Advisory Committee
Community Heritage Commission
Economic Advisory Commission
Parks & Leisure Services Commission
Social Planning Advisory Committee

Community Groups & Organizations (Liaisons)

Chamber of Commerce
Fraser Health Authority
Ridge Meadows Arts Council
Ridge Meadows Recycling Society
Ridge Meadows Seniors Society
Ridge Meadows Youth Council
Tourism Maple Ridge & Pitt Meadows

Government Agencies

E-Comm
Fraser Basin Council
Fraser Valley Regional Library
Greater Vancouver Regional District
Greater Vancouver Regional District Labour Relations Bureau
Lower Mainland Treaty Advisory Committee

Special Committees

Communities in Bloom
Court of Revision (Frontage Tax)
Development Agreements Committee
Emergency Planning Committee
Maple Ridge/Pitt Meadows Airport Society

Staff Committees

Employee Awards Committee
Labour Management

Standing Committees

Audit & Finance Committee
Committee of the Whole



Council Committee Structure 2004

Financial Planning Committee

The British Columbia Community Charter requires municipalities to prepare a 5-Year Financial Plan which is adopted annually by bylaw before May 15. The Plan may be amended at any time by bylaw. Each year, the Financial Plan from the previous year remains in place until the Plan for the current year is adopted. As part of the Plan process, Council must undertake a process of public consultation regarding the Financial Plan before it is adopted. The Community Charter does not specify the format of the public consultation process and it may be varied at Council's discretion to suit the local community.

Committee of the Whole

Responsibility for all other matters not assigned to other sub-committees as noted hereinafter:

Community Development, Parks & Recreation Services

Responsibility for parks, recreation, and cultural activities, programs, facilities, liaison with community groups, community development work, and accessibility as well as emergency preparedness.

Corporate & Financial Services

Responsibility for general administrative issues, protective services, personnel and labour issues, financial management, audit services, and policy development.

Public Works & Development Services

Responsibility for land use and zoning issues, long-range planning, growth management, the Official Community Plan, bylaw enforcement, business licensing, economic development, engineering services, transportation matters, development charges, and associated functions.



Services Provided by Municipal Departments

The District's operational and administrative structure is comprised of four divisions. A general overview of each is provided below.

Administration:

Chief Administrative Officer – Jim Rule

The Chief Administrative Officer is responsible for the overall administration of the District's departments, developing corporate policy, providing leadership and direction for senior staff in the day-to-day and long-term business affairs of the District in accordance with Council goals, and providing advice to Council about District organization and operating procedures.

Economic Development Department

Manager – Rick Laferriere

The Economic Development department assists current business owners and those interested in starting a business in the District of Maple Ridge with strategic information and assistance in business planning, expansion opportunities and skill training, as well as working with business and industry groups to develop strategic alliances and new economic opportunities.

Objective	Measure
Build a sustainable community that includes a balance of land use types	Distribution of tax revenue by class; new tax revenue business and industrial sources
Retain our existing business base and encourage new business creation	# of business licenses renewed; # of new business licenses issued

Community Development, Parks & Recreation Services:

General Manager – Mike Murray

The division's role is to ensure coordination of resources in management and development of parks, delivery of leisure services, acting as a networking agent, information broker, and community resource. Identified community needs are addressed by a variety of approaches from direct provision of services to establishing partnerships.

Parks & Facilities Department

Director – David Boag

Recreation Department

Managers – Don Cramb, Shelley Jorde, Kelly Swift, Lex Tierney, Sue Wheeler

The two departments are responsible for the delivery of a wide range of leisure activities in both Maple Ridge and Pitt Meadows including physical, cultural, creative, social, and intellectual pursuits to further a

sense of community belonging and the growth and well-being of individual citizens. An agreement was reached in 1994 for the joint delivery of Parks and Recreation Services in both Maple Ridge and Pitt Meadows. Direction is provided through a joint Parks and Leisure Services Commission comprised of three members of each Council including both Mayors, three members of the School Board including the Chair, four citizens from Maple Ridge, and two from Pitt Meadows. The 2001 Parks, Recreation and Cultural Master Plan provides a comprehensive framework for the provision of services in both communities. Wherever possible the departments function in partnership with the private sector and community-based organizations to provide leisure services utilizing a community development approach which is defined in policy statements adopted by the Commission and both Councils.

The service guidelines emphasize the protection of natural resources, the provision of basic leisure skill development, social opportunities, family-oriented leisure services and preschool leisure opportunities, exposure to the arts, leisure education, and opportunities for reflection/escape. The departments also strive to facilitate the integration of the generations, the provision of public opportunities for interpretation of the environment, special public events and exposure to sporting events, opportunities for social interaction and encourage community beautification.

Objective	Measure
Social Planning	
2005 = Complete social sustainability section of the OCP 2006 = Develop a long-range Social Sustainability Strategic Plan	2005 = Identify issues, establish objectives, propose policies for OCP, through a process involving neighbourhood circle focus groups 2006 = Using neighbourhood circle focus groups, establish priorities, build the strategic plan
Support the Building Community Solutions project to work with two neighbourhoods to develop pilot neighbourhood plans	Two neighbourhood plans developed; process template established that could be used to train other neighbourhoods to utilize in establishing their neighbourhood plans
Support community social service networks to access additional resources to address community needs, issues and priorities	Value of resources/grants accessed by community organizations supported by the District's social planning staff



Services Provided by Municipal Departments

The Recreation Department operates numerous programs for public participation. Residents are involved in drop-in use of the seniors' recreation centre, youth centre, ice arena, public library, fitness, and aquatic facilities. In addition the Recreation Department provides support to the Social Planning Committee for Maple Ridge with emphasis placed on working with the community to achieve Social Sustainability and building capacity in the community through volunteer recruitment, training and group support.

Objective	Measure
Recreation	
Create a community culture where active living is part of daily life.	% of citizens who are moderately active (30 min – 3 X per week) in accordance with Health Canada guidelines (*3 yr)
Promote independence and a sense of responsibility for the delivery of leisure services by community groups	% of community group members that participated in training who reported a benefit % of community groups that feel well-served by P&LS (*2 yr)
Enhance the quality of life of all community residents by ensuring accessibility	# of citizens who have a low-income that participate in recreation services through P&LS access programs
Complete implementation planning for the Master Plan, Parks, Recreation and Culture to ensure appropriate services are available for present and future customers and citizens to live healthy lifestyles	% of citizens who are satisfied with P&LS (*3 yr) % of citizens who use available P&LS (*3 yr)
Support and promote citizen's volunteer participation as a valuable leisure and recreation activity	% of adults surveyed who have volunteered in the past year (*3 yr) # of Volunteer hours

* Survey data - not done annually

The two departments provide a number of public meeting and activity facilities including the Leisure Centre (three pools, racquet courts, a fitness testing and rehabilitation centre, fitness facilities, a gymnasium and the 15,000 sq. ft. Greg Moore Youth Centre). There are also several buildings at the Maple Ridge Fairgrounds, Hammond Pool, Hammond Community Centre, Pitt Meadows Recreation Hall, Pitt Meadows Family Recreation Centre, and Harris Road Pool. They are also involved in partnerships with others to operate the Golden Ears

Winter Club, the public library, the Arts Centre & Theatre, Whonnock Community Centre, the Museums (Maple Ridge and Pitt Meadows), Planet Ice in Maple Ridge, Ridge Meadows Arenas in Pitt Meadows, Maple Ridge Golf Course, and several historic sites.

The Parks & Facilities Department is also responsible for operating the Municipal parks system, which includes actively used parkland, sports fields, and significant greenbelt areas. The Department operates two Municipal cemeteries by maintaining the grounds, and by providing interment, associated record keeping, and public assistance.

Objective	Measure
Parks	
Provide staff and volunteers with training that will broaden their scope of job skills, enhancing effectiveness in their respective roles	# of certifications in approved training programs (2005 target = 24)
Provide new park areas in consultation with residents to determine needs and ensure maximum use of the facilities	Successful park development process (Initial consultation, resident steering committee, suggestions, feasibility determination, public open house, recommendations to P&LS Commission and Council, tender and park development) 2005 – 201/Telep; North Cottonwood 2006 – Webster's Corners; Firefighter's Park-Edge St.





Services Provided by Municipal Departments

The Parks & Facilities Department oversees the maintenance of all Municipal facilities including Recreation Facilities, the Municipal Hall, Fire Halls, and Public Safety Buildings as well as rental and leased properties including an ongoing preventative maintenance system. The functions carried out include janitorial services as required, elevator, boiler, heating, air handling service contracts, and energy management.

Objective	Measure
Facilities	
Extend the useful life of facilities by managing preventive maintenance and repair-replacement lifecycle programs.	Complete comprehensive lifecycle study, and 30-year financial plan (outcome measures to be developed after study)

Parks & Leisure Services works with several hundred community organizations and agencies (incl. the School District and Douglas College) in the delivery of leisure services, oftentimes in partnership with the District through use of facilities and resources. As noted above in 1994 Maple Ridge entered into a Joint Parks and Recreation Agreement with the District of Pitt Meadows. The Agreement provides for joint use and management of parks, facilities, and leisure services within a boundary that includes both municipalities. The synergy created from this union provides significant benefits and cost savings to each municipality. The residents of each community have full access to programs and facilities in either community. Cost savings are experienced because of economies of scale for operations and future capital investments will be made that benefit both municipalities collectively and, therefore, eliminate duplication. Maple Ridge is contracted to manage the operation and costs are shared based on a population-based ratio.

Objective	Measure
Emergency Preparedness	
Ensure adequate Emergency Operations Centre staffing	# of staff trained in Emergency Operations Centre operations

At A Glance:

- Provided 2,204 programs to 17,210 participants and recorded 133,353 people at numerous special events
- Recorded 355,050 Leisure Centre admissions
- Maintained a total of 228.5 ha of parkland
- New Rotary synthetic field (Samuel Robertson School) opened for play in December.

Corporate & Financial Services:

General Manager – Paul Gill

The Corporate & Financial Services Division is responsible for making recommendations to merge and align strategic planning, best practices, performance measures and budget priorities that guide decision-making in our organization. In addition, we are responsible for carrying out corporate initiatives as directed by Council and the Corporate Management Team. The Division consists of four departments: Information Services, Clerks, Finance, and Communications & Human Resources. We also provide support to the RCMP, Police Services, and the Fire Department.

Municipal Clerk's Office

Municipal Clerk – Terry Fryer

The Municipal Clerk's Office provides a link between the citizens, the District, and other government bodies. This office is the oldest among public servants and by statute the Municipal Clerk is responsible for the preparation and preservation of the minutes, by-laws and other records of the District. Traditionally, the Clerk's section has been responsible for the proper conduct of local government elections and referendums.

Responsibilities have expanded to ensure that all District actions are conducted in accordance with increasingly complex federal, provincial and municipal government legislation including preparation of all statutory notifications and advertisements of District business. In addition, support of the Municipal Council and staff includes education regarding current government legislation. This section has progressed from only being the record keeper for legal documents, minutes and by-laws to also being responsible for corporate wide records management and *Freedom of Information and Protection of Privacy Act* administration. It also provides support for the organization through the provision of centralized functions such as switchboard/reception and mail. This section also administers the acquisition, management, and sale or lease of District property, as well as District risk management, insurance, and litigation matters.





Services Provided by Municipal Departments

Communications & Human Resources

Director - John Leeburn

The Communications & Human Resources Department provides advice and assistance to Council and staff at every level in the organization. The Department's activities include disseminating timely and accurate information, ensuring customers and employees have ample opportunities for input/participation, and developing communications strategies for specific issues. We are also responsible for maintaining and improving the website, assisting with the advertising and promotion of District programs and events and, creating and supporting a consistent visual identity for communications.

One of the District's Corporate Values states "people are our most valuable resource." The Department plays a key role in recruiting, transferring, and promoting the best people for the job. We also strive to set our employees up for success by providing them with the skills to meet the challenges of today and tomorrow. In this vein, the District continues to make a very strong commitment to professional development and performance planning. The Department ensures the training needs of the organization are identified and coordinates the provision of training through both in-house and external suppliers. We also coordinate and support District performance planning, which allows us to gauge morale, training, and attendance.

More than 80% of employees are governed by the terms of the Collective Agreement in place between the District and the Canadian Union of Public Employees. The negotiation and day to day administration of the agreement (including grievance and classification administration) is a key service provided.

We administer a number of critical programs, which contribute to the wellbeing and productivity of our employees. These include: the attendance management program, employee assistance program, the occupational health & safety program, the employee recognition and suggestion programs, and the administration of the employee welfare benefits programs.

Objective	Measure
Citizens and customers have easy access to timely, accurate and meaningful information regarding District activities and issues	External Communications Survey – satisfaction (every 3 years) # of news releases, Council updates, press conferences

Finance Department

Director - Jacob Sorba

The Finance Department provides financial services through cooperative interaction with customers, and co-workers within a framework of shared values. Responsibility and authority is derived from legislation mandated by the British Columbia Local Government Act, Provincial and Federal Statutes and Municipal by-laws. From a legal and community perspective, the Department's mission is to "*uphold the public trust while striving for financial excellence*".



From a corporate perspective, the department strategy and business plan is to support the administrative and financial needs of the District thereby enhancing the quality of service to the public. This emphasis is on providing monthly financial reports, providing financial analysis and business advice to departments through a team of customer advisory representatives, partnering with financial institutions to offer alternatives in meeting the needs of customers and seeking innovative ways to attract new revenue sources.

Specific functions include the preparation and monitoring of the Five Year Consolidated Financial Plan and the Annual Financial Statements; preparing and interpreting interim financial statements; levying and collecting municipal taxes and utility fees; processing accounts payable and receivable; development and maintenance of financial systems; investing and safeguarding of the District's financial assets; and the provision of internal audit functions, as well as general cashiering services. In addition, the Department is responsible for reporting financial matters to the Audit and Finance Committee.

Objective	Measure
Maximize our return on investment, while maintaining safety and liquidity	# of months the portfolio average rate of return exceeds the Scotia McLeod benchmark index



Services Provided by Municipal Departments

Information Services Department

Chief Information Officer - John Bastaja

The Department manages the District's computer systems and information resources. The network consists of a 100Mb Ethernet network using 25 Windows 2000 servers on a virtualized storage area network that support 300 personal computers at eight sites. Two sites are accessed via a wireless radio network.

More than 40 different enterprise-wide business systems run on the computer network, including a financial system, property and taxation, payroll, materials management, budget system, recreation system facility bookings, trade licences, and the Geographical Information System (GIS).

District staff utilize desktop computers for word processing, spreadsheet, database access, desktop publishing, e-mail, Internet access, and drafting and map production. Information Services staff support the Microsoft Office suite of products on the Windows 2000 operating system.

The District will be replacing all 300 desktop workstations this summer moving to the XP operating system and will be upgrading the network communications infrastructure to achieve Gigabit speeds. These significant upgrades will prepare the District to take full advantage of technological progress well into the future.

Objective	Measure
Provide prompt and effective assistance to users in response to a call for help	Client satisfaction ratings - # of respondents whose expectations were exceeded, met, not met in 1-2 items, missed entirely, not rated)
Provide prompt and effective assistance to users in response to a call for help within the commitments of the Service Level Agreement (SLA)	% of incidents resolved within SLA target time for each severity code (Priority #1 < 1 day; #2 < 2 days; #3 < 10 days; #4 < 15 days (days = business days)
2005 – Successful Implementation of “Computer Refresh” Project 2006 – Successful Completion of the corporate intranet (RidgeNet)	Yes or No

At A Glance:

- Tax Installment Program Value Collected – \$3,664,328
- Website Visitors – 314,777 (33% increase)
- Dog Licences Issued – 7,912
- Freedom of Information Act Requests – 19

Public Works & Development Services:

General Manager – Frank Quinn

The Public Works and Development Services Division is responsible for the administration and implementation of municipal policies, bylaws, and services pertaining to the management of development, building construction, infrastructure, growth, renewal, and maintenance in the District. The Division consists of Engineering; Planning; Operations; and Business Licensing, Permits and Bylaws. The Recycling Society also liaises with Council through this Division.

Engineering Department

Municipal Engineer – Andrew Wood

The Engineering Department provides municipal engineering services to residents of Maple Ridge. Municipal Engineering is the application of engineering methods to the analysis, planning, design, construction, and record keeping of public works facilities and programs relating to infrastructure. Central to the business of the Department are four core customer service areas:

- Drainage and Terrain Engineering
- Transportation and Traffic Engineering
- Wastewater (Sewer) Engineering
- Waterworks Engineering

The Department provides for management, planning, analysis, policy, program and project development, initiation, implementation, and evaluation. These core services are mandated through a series of bylaws such as the Water, Sewer, Soil, Subdivision, and Street and Traffic Control. The services are managed with an emphasis on improved service quality, technology utilization, risk management, and environmental performance. This is important because the infrastructure assets of the District in water distribution, highways, sewage and drainage collection systems are estimated at approx. \$440 million.

Objective	Measure
Improve traffic safety on our road network for all users, including pedestrians and cyclists (Safer City program)	# of traffic safety initiatives implemented Decrease in crash index rating
Provide high quality municipal services to our citizens and customers in a cost effective and efficient manner	% of capital projects completed during the year that were within approved budget
Ensure our infrastructure serves the community in a manner that maintains health, safety, and quality of life	% of annual spending on replacement and rehabilitation, in relation to estimated replacement cost



Services Provided by Municipal Departments

Operations Department

Director – Russ Carmichael

The Operations Department is a front line provider for basic public works services including Transportation Facilities, Fleet Management, Storm Water Management, Water Distribution, and Sewage Disposal.

Operational focus is on the health and safety of the citizens of Maple Ridge; protecting the District's large investment in the public works and underground infrastructure; protecting the environment; maintaining current service levels; providing amenity and convenience features; and providing these services at a minimum cost to the taxpayers in a manner as responsive to their needs as possible. The Operations Department is structured as follows:

- Roadworks is led by the Roads & Equipment Superintendent. Responsible for asphalt patching, sidewalk maintenance, road grading, snow/ice control, bridge maintenance, street sweeping, traffic signs.
- Storm and Sanitary Sewer Works is led by the Sewers Superintendent. Responsible for vegetation control, ditch cleaning, storm sewer and culvert maintenance, flushing storm/sanitary sewer lines, maintenance of sanitary sewer mains and service connections, collection of sewage and transfer to GVRD.
- Waterworks is led by the Waterworks Superintendent. Responsible for maintenance of watermains and service connections, servicing fire hydrants, collecting water samples, reading water meters, installation and maintenance of water meters.
- Electro/Mechanical Works is led by the Electro/Mechanical Manager. Responsible for maintenance of traffic control devices, street lighting, sewer and water pump stations, water reservoirs and chlorinating stations, radio communication system, SCADA system, and a variety of electronic equipment.
- Fleet Management is led by the Director of Engineering Operations and the Roads & Equipment Superintendent. Responsible for equipment performance measures, vehicle replacement, equipment charge out rates, and equipment reserve funding.
- Purchasing is led by the Manager of Procurement. Responsible for implementation of the municipal purchasing policy, contract tenders, municipal stores, participation in public sector cooperative groups, and administration of the purchasing card program.

Each functional area within the Department closely monitors productivity, efficiency and unit cost, to be confident that our customers receive quality service at competitive prices. Calls are received in this Department 24 hours per day - 7 days per week and are investigated, responded to and recorded in the public action request system.

Objective	Measure
Provide high quality drinking water to homes and businesses	# of water quality complaints per 1000 customers served
Maintain an effective and reliable sanitary sewage collection system	# of blocked sewers per 100km length
Protect our investment in roads infrastructure and provide a safe, serviceable road network	% of roads in a condition at or above acceptable



Business Licensing, Permits & Bylaws

Director – Brock McDonald

The Business Licensing, Permits & Bylaws Department is responsible for by-law enforcement, animal control and business licensing and permit application and inspections programs. We ensure public compliance with municipal by-laws; we provide an effective animal control program; we enhance traffic flow in the downtown core through enforcement of parking time limitations; we maintain the business licensing system; we process building, plumbing, electrical and gas permit applications and inspect the works carried out; and we provide quality customer service.

Objective	Measure
Ensure public compliance with Municipal Bylaws	# of bylaw complaints received; # resolved
Process permit applications in an efficient and effective manner	# of working days to issue a building permit after receipt of application



Services Provided by Municipal Departments

Planning Department

Director - Jane Pickering



The Planning Department is responsible for pursuing Council's direction in land use policy creation and the management of a variety of development applications. The Department is also involved with data collection, monitoring and the dissemination of information and liaison with a number of internal and external agencies. A large component of the Department's service lies in the area of corporate support as assistance is given to committees of Council as well as to initiatives from other areas of the corporation. The Department has two sections as follows:

Development and Environmental Services

The Development and Environmental Services section is primarily involved in the file management of the majority of applications received in the Planning Department including development permits and subdivision. This group is also responsible for the provision of the Department's environmental services, including policy creation, the issuance of permits, and enforcement. The provision of mapping services also falls within the responsibilities of this section. Examples of responsibilities in this section are:

- Implementation of Development Application Standards Bylaw.
- Coordinating the Environmental Review Committee.
- Processing development files incl. amendments to the Official Community Plan and Zoning Bylaw, Land Use Inquiry, Subdivision, Development Permit, Development Variance Permit, and Land Reserve Commission filling applications.
- Research Environmental component of Emergency Response Plan.
- Review contract for the Mosquito Control Program and research new contract provisions
- Assess changes in Provincial Regulations.
- Provide staff support to Bicycle Advisory Committee.
- Provide staff support to the Board of Variance.

- Arboricultural services including landscape inspection, street tree selection and inspection, and hazardous tree assessments for municipal work sites.

Community Planning

The Community Planning section undertakes research, special projects, and reports on the direction the District is taking as set out in the Official Community Plan. In the area of development application management, staff work with a file manager from the Development and Environmental Services group in the preparation of development cases. The area planners also provide the policy direction and research capabilities for the Department and provide support to the Social Planning Advisory Committee, the Community Heritage Commission, and the Advisory Design Panel. Examples of responsibilities in this section are:

- Zoning and Official Community Plan policy review and development.
- Professional support and advice to Council, committees of Council, members of the public, community groups, community agencies, and independent consultants.
- Technical assistance to other departments and the corporation.
- Brochure development.
- Creation and review of the Official Community Plan community and ancillary neighbourhood plans.
- Review of bylaws related to development.
- Participation in GVRD committees as needed.

Objective	Measure
Encourage residential development in the regional town centre area	# of new residential units created in the regional town centre area
Identify and protect environmental features and areas that require special recognition and management to promote sound environmental practices	Area of land m2 dedicated for conservation or protected by covenant for preservation through current bylaw regulations

At A Glance:

- Water Samples Tested – 1,074
- Chipping Program – 2,585 pickups
- Began reconstruction of 232 Street bridge
- Continued work on the Official Community Plan
- Issued building permits with a construction value of over \$103 million
- Handled 3,100 bylaw complaints



Services Provided by Municipal Departments

Maple Ridge Fire Department

*Fire Chief, Director of Operations –
Peter Grootendorst*

*Fire Chief, Director of Community Fire Safety –
Dane Spence*

The Department provides a proactive approach to fire services through the development of multi-year business plans, which include detailed multi-year financial plans. The primary mission of the Department is the protection and preservation of life, property and the environment for citizens. This service is provided by a group of 100 dedicated paid-on-call firefighters and six full-time officers as well as two administrative support staff. We rely heavily on cross-training and good communication to ensure that the department continues to function efficiently and effectively. Each of the officers assumes responsibility for the operation of individual Fire Halls. In addition to administrative duties, the career officers assume the role of Duty Chief, which involves responding to all serious Fire Department emergency calls 24 hours a day, for a period of one week on a rotational basis.

The types of emergency responses provided are Alarm Response, Fire Suppression, Rescue, Hazardous Material Spills and response for Medical Aid. A great range of service is provided under these general categories. The firefighters are trained to the highest level of First Responder First Aid available in the Province. These skills are used to provide care to our firefighters and the public in the event that the ambulance service is delayed or the incident is of sufficient size or complexity that the ambulance paramedics require assistance. The use of Automatic External Defibrillators enables us to provide the most modern first responder treatment for heart attack victims. Our firefighters are trained to meet the requirements of BC Firefighter Standard, Level II.

Through an aggressive program of proactive inspections and public education the number and seriousness of emergencies can be greatly reduced. The Fire Prevention Office conducts fire safety inspections of public buildings, high occupancy dwellings, day care, and adult care facilities to ensure a basic level of life safety. They are also involved in business licence approvals and consulting on design and development. The Fire & Life Safety Educator coordinates the public education program, which uses the “Learn Not To Burn” curriculum. This program is taught to children through a school program and fire hall visits by girl guides, scouts and other organizations. Fire education is also provided

to adult groups who request it. The Department is leading the Province in its delivery of the Arson Prevention Program for Children (TAPPC) for juvenile fire setters which reduces the risk of fire and injury in high hazard residences and provides education to children at risk.

Firefighters in combination with a contract mechanic provide a comprehensive preventative maintenance program on all equipment and trucks.

The Department is actively involved in the development and testing of the Municipal Emergency Program. As Maple Ridge residents, the officers and firefighters strive to create a safe community for their families and neighbours.



Objective	Measure
Reduce the number and seriousness of emergency incidents through an aggressive program of proactive inspections and public education	% of multifamily residential structures inspected annually (target 90%) % of target group of students receiving education session (2005 target, grades K-3, 90%) # of fire incidents # of fire-related injuries # of fire-related deaths
Reduce the severity of fires through adequate response times and manpower	% of responses meeting target times (Hall 1, 7 min, 90% of time; Hall 2, 18 min, 90% of time; Hall 3, 7 min, 90% of time) # of firefighters available during daytime (6am to 6pm) to respond to structure fires (target = 4 firefighters 90% of time) Value of fire losses per 1,000 population Avg fire loss per incident
2006 – Completion of Firehall 4 Construction	Yes or No

At A Glance:

- Emergency incidents(fires, rescues) attended –1,856
- Firefighter hours attending calls – 22,379
- Completed 392 multi-residential building and retail occupancy fire safety inspections.
- Fire Department Master Plan presented to Council
- Fireworks Bylaw was amended
- 680 residents participated in the Hot Summer Nights Program



Services Provided by Municipal Departments

Ridge-Meadows R.C.M.P.

Inspector – Janice Armstrong

The Ridge Meadows Detachment of the Royal Canadian Mounted Police provides police services to the District. The Mission Statement of the RCMP reads: *“The Royal Canadian Mounted Police is Canada’s National police service. Proud of our traditions and confident in meeting future challenges, we commit to preserve the peace, uphold the law and provide quality service in partnership with our communities. The Ridge-Meadows RCMP provided a proactive and responsive service to the community in our goals of maintaining “safe homes and safe communities”. This is accomplished in a variety of ways including investigation, enforcement, education and crime prevention”.*



To meet the philosophical and operational requirements of the Mission Statement, the detachment is divided into sections that are responsible for various aspects of the police role. Such specialization not only allows for the job to be performed more effectively but also allows for the development of expertise and professionalism. The major sections are:

- **General Duty:** - Attends all emergencies relating to personal safety and are responsible for the investigation of offences against the various Federal Acts, particularly the Criminal Code of Canada, Provincial Statutes, and some Municipal bylaws.
- **Community Policing:** - Team members work closely with public committees to identify and resolve neighbourhood concerns and criminal activity.
- **Traffic:** - Responsible for the investigation of traffic accidents and the enforcement of the Motor Vehicle Act, many provisions of the Criminal Code, and various other Provincial Acts.
- **General Investigation:** - Responsible for investigation of all serious crimes and sex, fraud and property offences that require extensive investigation which are beyond the resources of the General Duty section.
- **The other sections and units are:**

Administration	Drugs	Exhibits
Forensic ID	Police Dog	Records
Property Crime	School Liaison	Training
Victim Services		

The detachment is responsible for policing the communities of Maple Ridge and Pitt Meadows. Maple Ridge currently has contracted 76 RCMP member position, Pitt Meadows has contracted 18 RCMP members,

the Provincial Government provides for 3 positions, and the Federal Government provides for 1 position. The total detachment complement is 94 members. As well, there are 24 full-time municipal employees who provide support in clerical and administrative duties such as Telecoms, exhibits, guarding, customer services, records management, Canadian Police Information Centre, and volunteer coordination as well as approx. 40 trained and supporting on-call resources. Our detachment has a significant volunteer base of approximately 500 volunteers who dedicate themselves to RCMP programs such as Citizens on Patrol, Citizens Bike Patrol, Speed Watch, Block Watch, Auxiliaries, etc. Our detachment’s file intake in 2004 was 31,600 files.

Objective	Measure
Reduce the number of property crime offences	# of reported incidents in each category (auto theft, break and enters, and thefts from auto)
Proactively assist in the development and safety of youth in our community	# of youths at risk entered into a support program. \$ value of vandalism in schools
Reduce # of deaths, injuries, and property damage caused by traffic accidents	# of crashes # of injury crashes # of fatal crashes
Disrupt organized crime groups involved in the drug trade	# of criminal organizations/ networks disrupted # of marijuana grow-operations disrupted that can be linked to one organization

At A Glance:

- Traffic safety initiative to reduce crashes by 30% by 2010
- Provincially recognized School Liaison program
- Ran successful Youth Academy and Youth Hockey Camp
- Volunteers with RCMP Programs (13,000+ hours)
- Cops for Cancer/Law Enforcement Torch Run
- Reduction in Auto Thefts by 28%
- Participation in Meth Task Force
- 10 new Auxiliaries in 2004
- 15 new Auxiliaries in 2005



Awards & Accomplishments

2004 Awards:

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a **Canadian Award for Financial Reporting** to the District of Maple Ridge for our annual financial report for the fiscal year ended December 31, 2003. The program was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports.

In order to be awarded a Canadian Award for Financial Reporting, a government unit must publish an easily readable and efficiently organized annual financial report, whose contents conform to program standards. Such reports should go beyond the minimum requirements of generally accepted accounting principles and demonstrate an effort to clearly communicate the municipal government's financial picture, enhance an understanding of financial reporting by municipal governments and address user needs.

A Canadian Award for Financial Reporting is valid for a period of one year only. We believe our current report continues to conform to the Canadian Award for Financial Reporting program requirements, and we are submitting it to GFOA.

We received the 2003 Canadian Award for Financial Reporting for the 14th consecutive year.

In 2004 we were the recipients of our eighth consecutive **GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting**. In order to receive this award, a government unit must publish a Popular Annual Financial Report whose contents conform to program standards creativity, presentation, understandability, and reader appeal.

The Union of British Columbia Municipalities created a new and improved Community Excellence Awards Program which is designed to showcase municipalities and regional districts who "lead the pack". The District of Maple Ridge won the category of **Best Practices, Annual Reporting** for our 2003 Citizens Report.

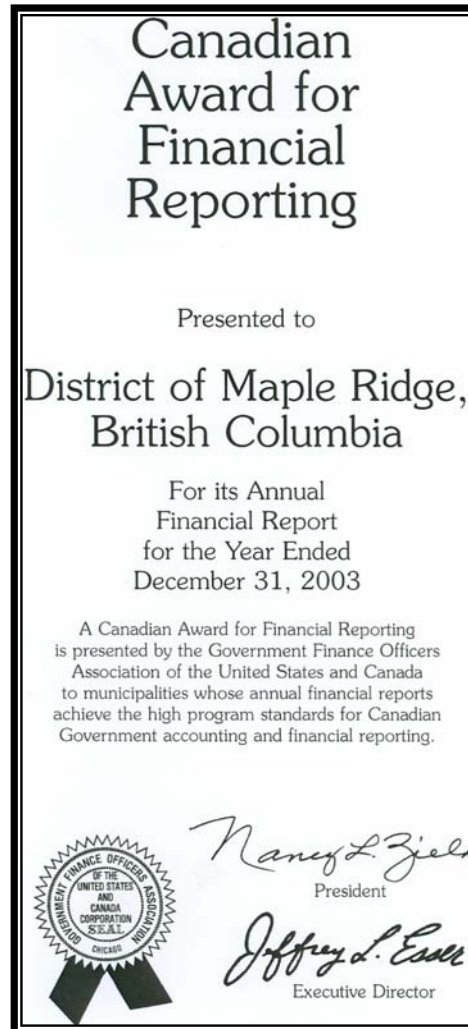
Fire Department **Captain Jim Sinclair was honoured with the Meritorious Service Award**. This award commends the efforts of a member who best exemplifies all Fire Service values as in esprit de corps, customer service, community service, conduct and leadership. This award is peer driven in which any member of the Fire Department can nominate another member that he

or she believes best meets the purpose of the award. Jim is one of the key players in keeping Fire Hall #3 as a close knit family unit. The wellbeing of all members is important to Jim and he ensures that anyone who is down and out through illness or other hardship is taken care of. Jim values the "brotherhood" of the firefighters and the bond of families in the Department.

Public relations is one of Jim's passions. He has chaired the Charities Committee for the four years that it has been in existence. Jim has often gone out of his way to make events successful. Jim has maintained strong contact with the M.D. Association, Ridge-Meadows Hospital Oncology Unit, the Burn Unit – VGH and Children's Hospital, The Friends in Need Foodbank & Christmas Hamper Society and many supporting businesses in the local community. Jim even played the role as Santa Claus for the less fortunate at the Youth Centre this past Christmas Eve. Jim does all of this completely selflessly for the betterment of the community while maintaining a positive image for the Fire Department.

At the 2004 Awards Banquet, on behalf of the Government of Canada, Mayor Kathy Morse presented the **Exemplary Federal Service** medal

and bar to fire department members who have completed twenty years as a member of the fire service, where that service is of such good standing as to warrant an award. For each additional 10 year period a bar is awarded. The intent of this medal is tangible, national recognition for exemplary service of long duration. The recipients of this medal were, firefighter Trevor Taylor for 30 years service as well as Chief Peter Grootendorst and retired Captain Ron Plamondon for 20 years service.





Awards & Accomplishments

The Communications & Human Resources Department received the **Gold award from the United Way** for their very successful fund-raising endeavour for the District raising a total of \$24,112.



United Way Charity Work

Maple Ridge achieved a **4-Bloom rating in the Communities in Bloom National Competition** and was awarded a special mention for Memorial Peace Park. This award acknowledges citizens from private, municipal, and corporate sectors (incl. all forms of local businesses) and their involvement in various community projects.

We were selected as one of the top five environmental leaders for our Stream Mapping Project and received the **2004 Fraser Basin Sustainability Award**.

2004 Accomplishments:

A Performance Report is submitted quarterly to Council that informs the public of the attainment of specific goals and provides performance measures that were a part of the Business Plan. The report summarizes a wide variety of endeavours and achievements that are of a cost-saving nature, earn additional revenue, provide exceptional service or contribute to the social or economic fabric of Maple Ridge.

Police Services

The reduction of property crime remains a high priority for the Detachment with combating auto theft having been the focus for this past year. In targeting and arresting a number of local repeat auto thieves, we saw a 28% drop in the number of auto thefts in our community.

Fire Department

The Fire Department Master Plan was presented at a Public Forum in February 2004. Council approved a special fire service improvement levy and the gradual hiring of fulltime firefighters.

Amendments were made to the Fireworks Bylaw which included an increase in the Vendor's permit fee and prohibition of noise makers.

The Fire Department was awarded a grant from the Union of BC Municipalities to prepare a community fire protection plan for the District. A committee will be designing this plan in 2005.

The 10 member Youth Academy continued a community project initiated by last year's class on Address Awareness. They visited several neighbourhoods evaluating the visibility of addressing The Elementary School program completed its mission of visiting all of the children in grades K-3 in School District 42 totaling 2,360 students which represents 221 firefighter hours.

The Charities Committee organized the 3rd annual fundraising car wash in August raising over \$2,800 for the VGH Burn Unit and conducted another successful Firefighters for Families food drive in support of the Friends in Need Food Bank and the Christmas Hamper Society. Over \$11,000 in cash along with food and toys was collected.

Parks & Leisure Services

- Overall participation in Special Services remained relatively constant in 2004 with 1,438 memberships issued for the Participation Program
- In 2004, we held 63 events attended by 133,353 participants — 44 of those events with 103,860 participants were located in Maple Ridge
- Greg Moore Youth Centre was open for 1,162 drop-in hours. On average, 57 youth per hour were in attendance and 2004 saw an increase in the number of Youth Special events
- Drop-in attendance to Public Skating increased significantly — 15,936 admissions in 2004 compared to 12,581 in 2003
- Initiated an active community walking campaign
- The Arts Council and Art Gallery Society successfully completed the first full year of their contracts with the Commission for operation of the Arts Centre and Theatre with over 18,000 ticket sales, 8,000 visits to the Art Gallery, 2,000 arts program registrations and a budget surplus
- The Ridge Meadows Seniors' Society achieved a membership of over 1,600 providing programs on contract to the Commission in both Maple Ridge and Pitt Meadows
- Completed a needs assessment and feasibility study for a second indoor pool
- Bid on and received the 2008 BC Disability Games
- Leisure Centre attendance increased by 37,443 admissions or 12% compared to 2003, and by 148,613 admissions or 72% since the Leisure Centre facility was expanded in October 2001
- Installation of a Disc Golf Course at Thornhill Park



Awards & Accomplishments

- Completion of the Albion Park Master Plan
- Commencement of the neighbourhood-based Boundary Park design process
- GVRD parks also acquired \$1.7M of riverfront along the new Pitt and Fraser River Greenway in Pitt Meadows which will add significantly to the inventory of public park land in Maple Ridge and Pitt Meadows.



- The acquisition of several park sites including 200 Street north of Telep Avenue, 112 Avenue east of 240 Street, Edge Street northwest of Eric Langton School, and McMyn Road east of Harris Road were all acquired to meet neighbourhood park needs.
- The successful completion of a \$1.6M artificial turf sport field at the Samuel Robertson Secondary School site Social Planning
- Worked with the Planning Department on the Social Sustainability paper for the Social Planning section of the OCP
- A series of Town Hall meetings were coordinated to discuss property crime, drug abuse and homelessness
- A new Farmers' Market was established by a Community Solutions sub-committee
- The Alouette Home Start Society was established and took the lead in several important projects:
- Received first stage approval for funding for Community Outreach Workers (\$140,000)

- A Youth Safe House (\$513,000); fundraising to equip and renovate the Youth Safe House, and
- Presented an education series on "The Face of Homelessness"
- Established connections with GVRD Regional Homelessness Task Force and Social Planning Committee General Government Properties
- Completed the Municipal Hall Seismic upgrade and renovations
- Acquired the Court House
- Assumed full operational responsibility for all downtown core facilities following acquisition

Emergency Preparedness

An application was made to the Joint Emergency Preparedness Program (JEPP) and the District of Maple Ridge received funding to provide training for the members of the EOC and training for newly recruited EOC members. EOC Levels 1 and 2 were provided to 13 employees.

Corporate & Financial Services

- We were successful in selling lands on Industrial Avenue, 112 Avenue, 264 Street and Brown Avenue for a total of \$6.8M
- We also acquired for a total of \$4.6M the former Courthouse, land for a park, as well as a future fire hall site
- Completed the roll-out of our Internet mapping product "Ridgeview"
- Completed implementation of the webmail product, to allow staff to access their email from any Internet connected computer
- Installed the Office XP productivity software on all corporate computers
- Began the strategic planning exercise for the District website
- Renegotiated the Microsoft software contract for significant savings and benefit to the District
- Began the wireless remote access pilot project with the Firehall, Bylaw Inspectors, and Operations Inspectors. After testing a request for proposal was issued for ruggedized laptop computers
- Developed a Service Level Agreement with client departments to identify a common understanding of the level of service the Department can maintain
- Outsourced the initial screening of email to eliminate virus infected email and SPAM
- Handled over 1.5 million legitimate emails out of a total of 6.5 million addressed to the District
- Training was taken, or offered, on our GIS mapping system for staff and emergency operations, project management training, time management training, Office XP training, and Business Analyst training



Awards & Accomplishments

Public Works & Development Services

Official Community Plan Review (OCP)

- Held a number of workshops with Council regarding policies in all areas to be contained in the OCP review
- Completed the draft population and housing projections component following Study Circle consultation
- Held a focus group workshop on the commercial/industrial land report
- Completed the environmental background paper and conducted focus group workshops
- Completed and presented the agricultural background paper and policies
- Completed and presented transportation policies Smart Growth on the Ground Project

Smart Growth on the Ground project was officially initiated with Planning Department participation at the following:

- Project committee established and three meetings held
- Inaugural public meeting held to introduce the project
- Participated in three widely attended public workshops
- Smart Growth on the Ground charettes were held over a four day period as well as two open houses to discuss the charettes. The charettes were widely attended and deemed to be very successful
- Participated in the review of new riparian area regulations
- Completed Zoning Bylaw revisions to address adult entertainment and pawnshop uses in the community
- Attended Mayor's forum on Development o Held workshop with representatives of the Developers forum to review outcomes of the development process review
- Presented development process review report to Council
- Reviewed the methodology being used to address ALR applications
- Presented report to Council and received direction to review small lot development
- Development of the Maple Ridge Untidy and Un-sightly Premises Bylaw and the Maple Ridge Grow Operation, Health, Nuisance and Safety Bylaw
- Amendments to the Maple Ridge Highway and Traffic Bylaw
- Hosted two building forums focusing on best practices in residential construction
- Participated in town hall meetings focusing on initiatives to address the homeless, drug and property crime issues in the community and participation on the local Crystal Meth Task Force

- 3,100 bylaw complaint files
- Inspected in excess of 500 new residential units
- Issued building permits with a construction value of over \$103 million
- Safer Cities Program — various transportation and traffic improvement initiatives with other stakeholders
- Reconstructed 232 Street bridge at South Alouette River for long range access/egress to Silver Valley
- Reconstructed 227 Street (Lougheed – Dewdney Trunk Road) to urban downtown standard
- Reconstructed North Avenue (223 Street – 224 Street) to urban standard
- Installed 240 Street and 102 Avenue traffic signal for safety
- Installed barrier on 240 Street (Hill Avenue – 104 Avenue) for pedestrian safety
- Installed 207 Street and River Road traffic signal for safety
- Analyzed and performed intersection signal warrant analysis for 2005 Capital Works program
- Implemented Phase 1 of the Area Transit Plan
- Prepared 2003 Water Quality Report and submitted it to Council for the Fraser Health Authority
- Constructed the water storage reservoir in the northeast sector of Silver Valley for improved service and development
- Upgraded Dewdney Trunk Road (207 Street – 210 Street) water distribution system for improved supply and fire protection



Laity Street Water Project



Summary of Services & Regional Relationships

The Corporation of the District of Maple Ridge is the sixth oldest and eleventh largest (by land size) of the 149 municipalities in British Columbia. It is responsible for the provision of a wide variety of local government services. These include:

- Building Permits
- Business Licensing
- Bylaw Establishment and Enforcement
- Domestic Animal Control
- Drainage
- Emergency Preparedness
- Heritage
- Land Use Planning
- Library Facilities
- Parks, except for Golden Ears Park, which is a Provincial Government responsibility, and Kanaka Creek Regional Park, which is a Greater Vancouver Regional District responsibility
- Police and Fire Protection
- Public Transit
- Recreation & Cultural Facilities and Programs
- Sanitary Sewer Collection System
- Transportation network (roads, bridges, street cleaning, sidewalks, street lighting, etc. – except portions of the Lougheed Highway [#7] which fall under Provincial Government responsibility)
- Waterworks Distribution System

Typical local government services that are not an assumed responsibility of the Corporation of the District of Maple Ridge include:

- Debt Marketing (Municipal Finance Authority)
- Employee Pension Plan (Provincial Plan)
- Flood Control (Provincial Government and Local Dyking Districts)
- Garbage Collection (Private Operation)
- Hospital Care Systems (Provincial Government)
- Library Collection and Distribution System (Fraser Valley Regional Library)
- Real Property Assessments (Provincial Government)
- Sanitary Landfill (Greater Vancouver Sewerage and Drainage District)
- School System (Provincial Government and Local School Board)
- Sewage Treatment (Greater Vancouver Sewerage and Drainage District)
- Social and Health Programs (Provincial Government)
- Water Collection and Purification (Greater Vancouver Water District)

The Corporation of the District of Maple Ridge is represented on the following Regional Boards, which provide a variety of services for Maple Ridge residents.

- **Fraser Valley Regional Library (FVRL)** –
A regionalized library collection and distribution system that provides all of the operational aspects of a library system. The members must provide the local facilities.
- **Greater Vancouver Regional District (GVRD)** –
Provides air quality management, transportation planning, regional housing, regional parks (their Kanaka Creek estuary and linear park is located within the Maple Ridge boundaries), labour relations for local government employees, and administration of the 9-1-1 emergency telephone system.
- **Greater Vancouver Sewerage and Drainage District (GVS & DD)** –
Provides sewerage transfer and treatment on a regional basis, and the disposal of solid waste.
- **Greater Vancouver Transportation Authority/TransLink (GVTA)** –
Responsible for the integration of transit and road networking with regard to transportation and land use. TransLink is headed by local governments, allowing the decision-making to focus on local concerns.
- **Greater Vancouver Water District (GVWD)** –
Responsible for acquiring the water, maintaining the supply, ensuring its quality, and delivering it to the member municipalities for distribution by local systems.





Summary of Services & Regional Relationships

The Corporation of the District of Maple Ridge obtains services from the following inter-municipal organizations:

- **B. C. Assessment Authority (BCAA) –**
The mandate of BC Assessment is to establish and maintain an independent, uniform, and efficient real-property assessment system throughout British Columbia in accordance with the *Assessment Act*. The Act requires that BC Assessment produce annual rolls with assessments at market value.
- **B. C. Society for the Prevention of Cruelty to Animals (BCSPCA) –**
Contract to provide domestic animal pound and shelter and to operate a large animal pound as required.
- **B. C. Transit Authority –**
The Municipal Systems Program is provided through a partnership between BC Transit, local government, and a transit management company. BC Transit is responsible for the provision of funding, vehicles, professional planning, marketing services, contract administration, service audits, and financial accounting. The Municipality shares in the funding responsibilities, approves all service plans and tariffs, accounts for revenue, and maintains all transit facilities (such as bus stops, exchanges, shelters, and benches). The Operating company is responsible for the employment of drivers and mechanics, and the operation of the service approved by the municipality.
- **Ministry of Education - Provincial Government School System (Residential and Non-Residential) –**
A Kindergarten to Grade 12 system that serves students in public schools and independent schools.

- **Municipal Finance Authority (MFA) –**
A provincial organization that provides for marketing, placement, and administration of all Municipal debt requirements (except the City of Vancouver). This Authority also operates an investment pool on behalf of municipalities.
- **Municipal Insurance Association (MIA) –**
The Municipality is a Subscribed member of the Municipal Insurance Association of British Columbia (The “Exchange”) as provided by Section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any Subscriber. Under the Reciprocal Insurance Exchange Agreement the Municipality is assessed a premium and specific deductible for its claims based on population.
- **Royal Canadian Mounted Police (R.C.M.P.) –**
Contract with the Federal Government to provide police services (police officers); the Municipality provides the clerical support services and facilities.

The Corporation of the District of Maple Ridge issues the property tax notices and acts as a collection agent for all property taxes.

The following organizations' levies are contained on the Municipal Property Tax Notice; however, the Municipal Council does not have control or responsibility over their levy, expenditures or operation, except as a voting member:

- Fraser Valley Regional Library
- Greater Vancouver Regional District
- Greater Vancouver Regional Hospital District



Message from the Director of Finance



I am pleased to submit our 2004 Annual Report. Included in this report are the Financial Statements of the Corporation of the District of Maple Ridge for the fiscal year ended December 31, 2004, pursuant to Section 167 of the British Columbia *Community Charter*. BDO DUNWOODY LLP has audited the Consolidated Financial Statements and provided an unqualified audit opinion.

At a time when financial reporting and accounting practices are being criticized for failing to uphold the trust that stakeholders thought they could depend on, we remain very committed to providing the highest calibre of accounting and financial reporting possible. We strive to be ahead of the changes that are being thrust upon us. The analysis that follows is to provide you with supporting information with regard to the 2004 Audited Financial Statements and enable you to more easily understand some of the major factors that affected our financial position.

The Municipality is responsible for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures. This report provides users an overview of ongoing financial and operational performance.

For the 14th consecutive year the District of Maple Ridge was awarded the Canadian Award for Financial Reporting for its 2003 Annual Report. This award was established to encourage local governments throughout Canada to publish high quality financial reports.

The purpose of the Annual Report is to present to the users and readers a clear insight of the financial results for our fiscal year ended December 31, 2004. We strive to ensure that this report presents fairly the financial position of our Municipality. The report is divided into three sections for your convenience:

- **Introductory Section** – Provides the reader with an overview of the political, economic and administrative context within which the Municipality operates.
- **Financial Section** – Presents the consolidated financial statements, supporting statements, notes and schedules and the independent external auditor's report. These statements and schedules contain

comparative results for the prior year and current year approved budgets for the operating, capital and reserve sections.

- **Statistics Section** – Presents a variety of statistical and financial information on a multi-year comparative basis.

Financial Statements in the public sector are indicators of financial position. They compare how financial resources were deployed with past financial performance and budget.

As of 2004, the British Columbia *Community Charter* requires Municipal Council to set corporate goals and to measure performance going forward. The timeline for this process is as follows:

- **June 2004** – publish first Annual Report which contains a statement of Council's objectives for 2005;
- **January 2005** – develop and set measures in relation to the objectives set in 2004;
- **June 2005** – Annual Report; restate the 2005 objectives and the measures to be used to gauge performance; a statement of the 2006 objectives and performance measures;
- **June 2006** – Annual Report provides the first comprehensive progress report for the year 2005; restate the 2006 objectives and prepare and publish the objectives and associated measures for 2007.

Council adopted its objectives in June 2005. These goals are published within each of the corporate departments under **Services Provided by Municipal Departments** beginning on page 11.

New for this year is a report on Permissive Taxation Exemption. This lists all properties and the amount of municipal taxes exempted by Council. This appears on pages 88 & 89.

2004 in Review

2004 was definitely a year of significant accomplishments:

- Acquisition of the Town Centre development properties
- Incorporation of MRMH Ltd. and acquisition of two subsidiary companies to transact and manage the Business Centre and associated properties
- Acquisition of the Provincial Court House
- 232nd Street bridge re-construction was started
- Adopting the long range plan for the improvements to the Fire Dept. per the Master Plan
- Opening of the Economic Development office and staffing accordingly



Message from the Director of Finance

- Beginning of the review of the Official Community Plan
- Acquiring the land for Boundary Park, Fire Hall No. 4 and the neighbouring park
- Sale of Industrial Avenue land site

Economic Climate

Rapid economic expansion in China and a growing demand for housing in the United States had a very positive impact on the 2004 provincial economy. A key indicator of the growth has been the significant increase in freight shipments through the Port of Vancouver and the announcement of expansion of the Port of Prince Rupert.

The demand for building materials, energy and other commodities has played to the provincial strength. The improved revenue picture and agreements with the Federal Government for infrastructure cost sharing has spurred construction activity for transportation systems throughout the province. The Winter Olympic Games for 2010 are adding economic activity to the regional area. In the next five years there will be significant capital infrastructure spending in the Greater Vancouver area and the spin off effects will ripple throughout the province.

Greater Vancouver retail sales enjoyed a healthy 2004 and are projected to continue a further increase of 7% to 8% in 2005 – 2006. The six top job growth areas for the past 3 years have been:

1. Construction	22%
2. Health	20%
3. Government	8%
4. Finance, Ins., Real Estate	11%
5. Bldg., Business Supply	5%
6. Education	8%

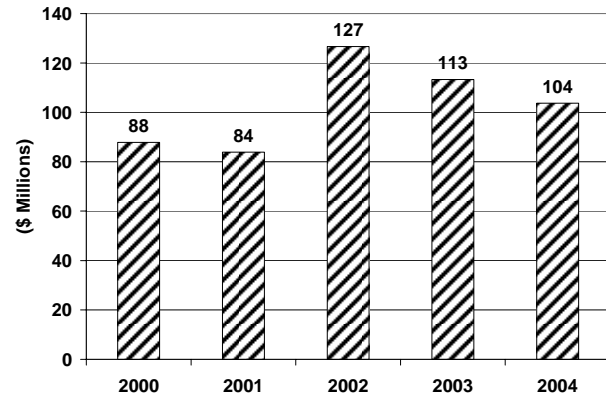
The Province enjoyed higher investment spending on machinery and equipment as it increased by \$9B in 2004 and is projected to increase a further \$10B in 2005 and \$13B in 2006.

Maple Ridge has been a very active participant in the economic activity with strong growth in real estate development and ancillary services. Low interest rates have created a very buoyant real estate market and the rapid expansion of the housing construction industry has generated jobs. This will be discussed in some detail in other parts of the report.

Maple Ridge has become an area of choice for builders, developers, and buyers. There is a sufficient inventory of building sites and there is a demand for housing by families of all ages and types. There were 410 single

family dwellings started in 2004 compared to 473 in 2003 and building permit construction value was \$103.6M compared to \$113.3M in 2003. Although the numbers are down in comparison, the surging pace continued in 2004 and is expected to equal or surpass previous values in 2005 and 2006.

Maple Ridge Construction Value



In the March 2003 Strategic Plan Community Survey, residents responded that, in general, they satisfied with the quality of life in Maple Ridge.

Economic Indicators

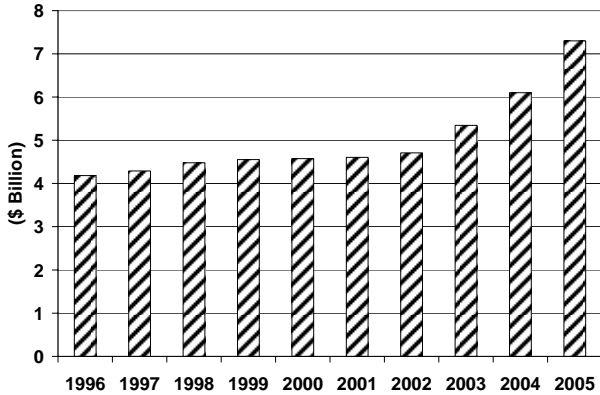
- Gross Domestic Product for the Province grew by 4.0% in 2004; this compares to 2.2% in 2003 and 3.0% in 2004 for the country as a whole.
- British Columbia Consumer Price Index (CPI) increase in 2004 was 2.2%; for the Greater Vancouver area CPI increased by 2.0%, the same as in 2003. The 2004 Canadian CPI increase was 1.9%.
- Unemployment in the Greater Vancouver area was 6.8 % in 2004 compared to 7.3% in 2003; for the province as a whole the unemployment rate was 7.2% in 2004 while in Canada the rate was also 7.2%.
- Housing starts for the province were 32,925; this represents a 27% increase over 2003.
- Maple Ridge construction value was \$103.6M; this compares to \$113.3M in 2003 and \$126.6M in 2002.
- Single family dwelling starts in Maple Ridge were 410 units compared to 473 units in 2003.
- Multi-family dwelling units created in Maple Ridge were 100 units compared to 25 units in 2003 and 202 units in 2002.
- Assessment values in 2004 for Maple Ridge increased by \$722M or 13.5% to \$6.1B. For the 2005 taxation year the assessment values increased to \$7.3B representing an increase of \$1.24M or 20.4%;



Message from the Director of Finance

this represents a real growth increase of 2.9% and a market increase of 17.5%.

Ten Year Assessment Valuation



Risk Mitigation

a) Property and Casualty Risk

The Municipality's operations are insured under an insurance program. The program is a combination of purchased insurance, membership in an insurance reciprocal arrangement and risk retention through the use of self-funded insurance reserves.

The Insurance Reserve Account funds claims in excess of \$1,000 up to the policy deductible.

The escalating cost of insurance premiums has necessitated an increase in the deductible portion of the insurance policy and a pro-active approach to risk management.

The Municipality has joined with other members of the insurance reciprocal to lobby the province to pass legislation that would limit liability claims in certain categories where local governments do not control the source legislation such as building codes.

b) Public Safety

Public safety is a high priority. Council has endorsed a plan to provide for this on a number of fronts:

- i) The 2004 – 2008 Financial Plan provides for additional officers for the local detachment.
- ii) Council adopted the Fire Department Master Plan that sets out the current and future needs for the community for fire personnel, new fire stations, equipment and training. Moving forward on the plan is the focus in the 2005 – 2009 Financial Plan and operating work plans.

iii) The Municipality has an Emergency Preparedness Plan in place and the Emergency Operation Centre has been activated at different times to respond to occurrences. The Justice Institute of BC has provided training to members in the key areas of Emergency Management Training.

iv) To better serve local Municipal By-law enforcement and provide improved customer service an officer was added to the staff.

c) Disaster Recovery

The District of Maple Ridge has a disaster recovery plan in order to ensure key services continue in the event of a tragedy. It was identified in the Auditor's Management Letter that this plan needs review and a formalized process that is documented and adopted by management and Council. The District does not disagree with the commentary and has made provision in the 2005 – 2009 Financial Plan for the IT Disaster Recovery Plan.

d) Cash Management

The District has a published Investment Policy and documented internal control procedures for the management of cash and investments. While the internal control procedures are designed to ensure the handling of cash is managed in a secure methodology, the cash management and investment policy strives to optimize the utilization of cash resources in an efficient and cost effective fashion. The Municipality seeks to achieve a high level of return while preserving capital. Investments are limited to instruments in which the principal is unconditionally guaranteed. Investment performance is benchmarked against specific, highly recognized indices and reported directly to the Audit and Finance Committee on a regular basis.

e) Contingencies

We accrue a potential loss if we believe the loss is probable and it can be reasonably estimated. We base our decision on information we believe to be reliable at the time. We estimate the amount of the loss by consulting with outside legal counsel.

If the final resolution results in a judgement against us or requires us to pay a large settlement that could have a negative effect on our operational results, cash flow or financial position, we will charge this against operations and record a liability. If there is a cash settlement in the period, it would be included in cash from operating activities.

The District has contingent liabilities with regards to being a member of the Greater Vancouver regional wa-



Message from the Director of Finance

ter and sewer system, the Municipal Finance Authority and Municipal Insurance Association. These have been recorded in a note to the financial statements in each of the past two years (see page 49 note 10). The District has contractual obligations under cost sharing agreements with Greater Vancouver Water District and the Greater Vancouver Sewer & Drainage District for annual payments for utility infrastructure (see page 50 note 10). In addition, in 1999 the District entered into an agreement with a private company for the provision of a new ice rink in the community. Under the arrangement the District is obligated to purchase ice time for a period of five years with a five – year renewal option (see page 50 note 10).

Financial Review – Overview

The Consolidated Financial Statements are a requirement of the British Columbia *Community Charter Section 167*. The Municipality prepares its financial statements in accordance with Canadian generally accepted accounting principles. The Consolidated Financial Statements include the operations of the General, Water, Sewer, Capital and Reserve Funds, and the Municipality's wholly owned subsidiaries C.D.M.R. Developments Ltd. and Maple Ridge Municipal Holdings Ltd. They have been prepared using recommendations issued by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

The following discussion and analysis of the District of Maple Ridge financial performance provides an overview of the District's financial activities and position for the fiscal year ended December 31, 2004. It is supplementary information to the financial statements, therefore, this discussion and analysis should be read in conjunction with the consolidated financial statements, accompanying notes, and supporting schedules.

Financial statements in the public sector serve as a central feature of local government financial reporting and assessing the management of public financial affairs and resources. They report a local government's actual financial activities in comparison to planned activities and the resulting financial condition of the local government. They are not intended to replace a variety of other financial reports used in planning, analysis and decision making. Nor are they intended to be the sole measure of government performance in the period; but rather, present financial information that is useful in evaluating the local government's financial condition at the end of the accounting period and its financial performance during the accounting period.

The Business and Financial Planning Process

The Municipality aligns values, policies, practices and strategies through the document called *Business Planning Guidelines*; for the period 2004 – 2008 it was the 8th edition.

The business planning process is a structured method of assisting Council with the difficult task of resource allocation. The business plans communicate each department's alignment with the corporate strategic plan and identify:

- Goals and objectives to be achieved by the department and the organization
- Essential core business and service levels
- How resources will be distributed (financial and human)
- Performance Measures
- Capital program with the associated operating costs
- Potential new revenue sources
- Incremental spending programs

Quarterly performance reports are presented at open Council Meetings. Progress in relation to the strategic direction is evaluated every six months.

Business Plans and budget review sessions are all open to the public. There are scheduled opportunities for the public to question Council on decisions or to make submission on all programs.

Strategic Plan Business Decisions

The Five Year Consolidated Financial Plan incorporated a 4% tax increase for 2004 – 2005, 3.75% for 2006, 3.50% for 2007 and 3.00% for 2008. As part of the Business Planning Process, Council made key decisions in terms of service levels and revenue sources:

- Utility & user fee structure adjustments to respond to the rising costs for purchased water and payment for treating sewage. All other service costs are increased to reflect inflation.
- Service levels to remain the same overall except in areas identified by Council in response to growth. These include protective services, social planning and customer service.
- Public input sought on the Corporate Strategic Plan and service levels.
- Performance measures/indicators required from each service area.
- Quarterly Reports to Council to measure our performance.
- Quarterly financial performance to be reviewed by the Audit and Finance Committee.



Message from the Director of Finance

- Capital expenditure requests to include operating budgets and replacement strategy. The amount available for capital expenditures from general taxation is frozen at historical levels for the immediate future.
- Economic development start-up through the creation of an independent department and roll out of an Economic Development Strategy.
- Review and revision of the Official Community Plan that will incorporate the various Master Plans.
- Adopt a Fire Department Master Plan.
- Determination and conclusion of the direction of the Town Centre Development properties.

Through a deliberate review of the capital expenditure and development program, Council is aware of the challenge represented by infrastructure sustainability and the building of new facilities to meet the demand from growth. As a community of the Greater Vancouver region, Council is also very aware of regional transportation matters and the challenges faced by the Greater Vancouver Transportation Authority in raising the necessary financing for major transportation initiatives.

The Municipality is a leader in using a Business Planning model to provide the framework for decision-making by identifying areas for performance review, restructuring, change, dissolution and alternate service delivery. This is the basis from which the Consolidated Five Year Financial Plan is developed.

The Five Year Forecast

The British Columbia *Community Charter* requires the District to adopt a Five Year Consolidated Financial Plan. Although we have always carefully planned our capital program over a 10 to 20-year horizon, we limit our other forecasts to the five year period. This projection or forecast is our best estimate of economic factors that influence our budget decisions. A multi-year approach provides Council and the community the opportunity to consider future financial impacts as a result of current decisions. This process is even more critical when the economic factors discussed previously are considered in today's climate of volatility and adjustment.

Growth of Maple Ridge is a certainty and this is reflected in the financial plan. Although there are more taxpayers to absorb costs, there is an increased demand for services that must be balanced with the new revenue streams and future financial sustainability. All areas that are related to growth such as infrastructure (transportation, facilities, and parks), social services, protective services, arts & culture and environmental

protection become cost drivers. Replacement of these assets is also part of the decision making process, but for the moment, only a few areas have a plan in place.

The following assumptions are reflected in the 2004 - 2008 Five Year Consolidated Financial Plan:

- continuing real growth that averages 2.75% per year;
- tax increases structured over the period;
- increases in utility service costs as a result of capital investment and safety improvements at the regional levels;
- operating inflationary pressure;
- continued low interest rate environment;
- succession planning;
- non-facility related growth such as open space, roads, bike paths etc. continue to place pressure on operating programs;
- increases to protective services to cope with a rapidly growing community;
- limited financial resources as costs from the Town Centre Development are absorbed;
- use of Local Improvement recovery schemes to provide upgrades to parts of the community;
- replacement of the 232nd Street bridge
- partnership with the Insurance Corporation of BC Ltd. to make accident prone parts of the roadways safer and reduce hazards
- gravel sales to generate much needed revenues
- sales of lands no longer required
- opening of the Economic Development Office
- develop an Economic development Strategy

The financial plan has made increases for improving resources in Protective Services.

With the population projected to grow significantly over the next five years it will be necessary to consider the following:

- infrastructure, facility and building maintenance and replacement
- protective services resources and improvements
- community service levels
- alternative service delivery models
- technology upgrading
- succession planning
- demographics
- environmental protection
- transportation improvements
- current partnerships that provide services



Message from the Director of Finance

The External Audit

Included in the Financial Statements is a report prepared by the external auditor BDO Dunwoody LLP. The role of the external auditor is to present an independent opinion on the fair presentation of the District's financial position and operating results as contained in the Financial Report, and confirming that the financial statements are free from any material misstatements. The auditor is responsible for advising management and the Audit and Finance Committee of any control or operational matters that may have been identified during the audit procedure.

The Audit and Finance Committee is a special committee selected by Council to manage the financial and business affairs of the Municipality. The Committee operates under adopted Terms of Reference. In accordance with the Terms of Reference, Council appoints three Councillors; the Mayor is a member ex-officio. Meetings are open to the public except for those items deemed to be "in camera" and Council must, by resolution, receive the minutes from the committee meetings. The Committee is responsible for appointing/dismissing the external auditor, reviewing the terms of engagement, fees and scope of the audit and any non-audit services contracted, and evaluating the performance of the auditor. The Committee also reviews any reports, the Management Letter and reports and financial statements of the wholly owned company C.D.M.R. Developments Ltd. The Committee has the authority to request from management or the Director of Finance specific reports or analysis. It is authorized to request the presence of other staff to report or answer questions on financial matters.

The Financial Statements:

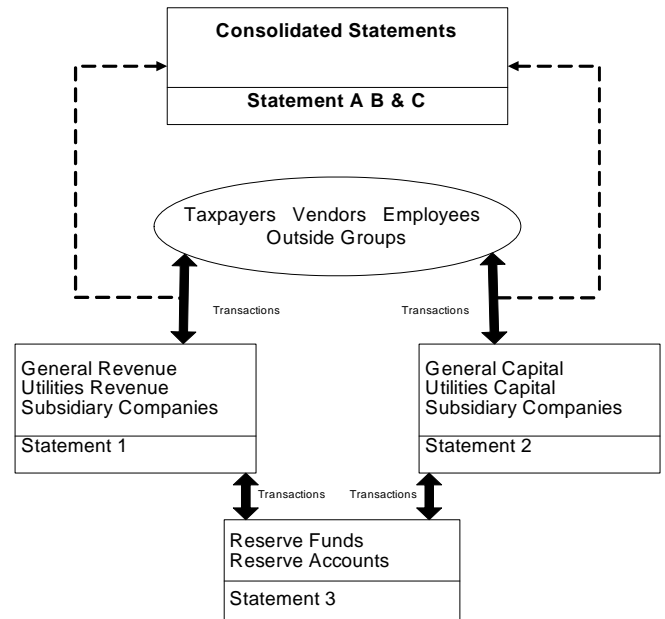
The information in this Annual Report is the responsibility of management. BDO Dunwoody LLP, the Municipality's independent auditors have audited the accompanying financial statements and their report accompanies the financial statements.

Council carries out its responsibility for the Consolidated Financial Statements primarily through its Audit and Finance Committee.

The Consolidated Financial Statements are reviewed and approved by the Audit and Finance Committee. Throughout the year this committee receives monthly operating statements and reviews quarterly consolidated operating reports beginning after the 2nd quarter. In addition, the committee meets periodically with the external auditor and management to discuss the auditor's Management Letter, scope and timing of the annual audit and to determine whether specific findings or

other related matters need further investigation or audit.

Financial Statement Composition



Revenue and Capital Funds have transactions with outside groups and with each other and with Reserve Funds.

Only transactions with outsiders are reported in Consolidated Financial Statements.

The **Consolidated Statement of Financial Position** (Statement A) provides information on the financial position of the municipality including Financial Assets, Liabilities, and Net Debt.

The **Consolidated Statement of Financial Activities** (Statement B) reports the extent to which expenditures are offset by revenues and the change in Fund Balances.

The **Consolidated Statement of Changes in Financial Position** (Statement C) reports the net change in cash resources and how the municipality financed its activities throughout the year.

2004 Consolidated Financial Statements

Overall, the financial results are in line with goals established for 2004 with the exception of the acquisition of the assets of the Maple Ridge Business Tower and Maple Ridge Civic; i.e. Town Centre Development properties. These results, however, when compared to the adopted



Message from the Director of Finance

budget, are unfavourable. It is the May 15, 2004 Financial Plan Amending Bylaw that must be used in the financial statements. By statute and per the CICA PSAB Handbook, the financial results must be compared to the budget that Council adopted and raised revenues from property taxation on that date. Negotiations for the asset acquisition had not been completed on May 15, 2004 and were not included in the May 15, 2004 Financial Plan Amending Bylaw.

Extraordinary Transactions

MRMH Ltd., a wholly owned subsidiary, was created for the purpose of acquiring the assets of the Town Centre Development properties.

- The capital acquisition costs of the Town Centre Development properties, the modifications and improvements of \$56.3M have been recorded in the accounts of MRMH Ltd.
- MRMH Ltd. has recorded property acquisition costs of an additional \$7.8M; this is considered the premium paid for the properties.
- On a consolidated basis, the acquisition of Town Centre Development properties are recorded in 2004 as an additional expenditure of \$18.2M for the commercial portion of the business tower; all other capital expenditures were recorded prior to 2004.

Note 6 page 47, note 9 page 49, and note 14 page 52 to the financial statements discuss these transactions in more detail.

The following is an analysis of the 2004 financial statements and selected supplemental financial information. The dollars quoted are approximate and are intended to account only for the major part of line items or variances being discussed. Some key highlights are:

- Net Debt is \$4.3 M representing a decline in financial position of \$13.5M compared to a planned decline of \$10.1M.
- Municipal debt increased by \$17.5M to \$51.8 consisting of \$32.1M of MFA temporary borrowing, \$17.6M TD Bank mortgage assumed by MRMH Ltd. and previous long term debt of \$2.1M.
- Unused annual debt servicing capacity based on our current financial condition is \$8.6M

1. Statement A

Consolidated Financial Position – Page 41

This statement reports the financial assets and liabilities of the Municipality. The difference between the financial assets and total liabilities is the Net Financial Assets if positive and Net Debt if negative. This figure provides the Municipality with an indicator of financial flexibility

and of future revenue requirements to finance activities and meet financial commitments.

Financial Assets:

- The Municipality has Net debt of \$4.3M as at December 31 2004. This represents a decline in the Municipality's financial position of \$13.5M from 2003. It is discussed in more detail the Statement of Financial Activities B.
- Cash and investments have increased by \$6.8M million. This was possible even though the financial position deteriorated because the Municipality financed capital expenditures by issuing long-term debt during the year.

Other financial assets did not show much change over prior years.

Liabilities:

- Accounts payable are \$2.3 million higher due to amounts owing on a larger value of capital projects underway at year end.
- The liability for accumulated sick pay benefits is included for the first time in 2004. This contributed \$6 million to Net debt.
- The Mortgage liability of \$17.5M represents the amount recorded in the ledger of Maple Ridge Municipal Holdings Ltd. (MRMH Ltd). It is related to the acquisition of the commercial portion of the Town Centre Development properties. It will be replaced with fixed long term debenture debt when it matures in 2006; those arrangements are in place.
- Municipal debt increased by \$17.5M to \$51.8M.

As discussed in "Reserves" below there were a number of capital projects intended for completion by December 31, 2004; these projects would have been funded by reserves. The completion of these projects by December 31 would have decreased cash and therefore Net Debt would have also been increased by \$10.0M.

2. Statement B

Statement of Financial Activities – Page 42

This statement reports the extent to which revenues raised in 2004 were sufficient to meet expenditures in 2004. It shows whether the Municipality has met its expenditures with revenues, by incurring liabilities or by drawing on existing financial assets.

The consolidated financial activities for 2004 reflect a negative variance as a result of the acquisition of the Town Centre Development properties. This expenditure of \$18.5M created the excess of expenditures over revenues of \$13.5M.



Message from the Director of Finance

i) Consolidated Revenue (Statement B)

- compared to previous year 2003 – Page 42

- General taxation revenue increased by \$2 million by a combination of higher tax rates and growth of the assessment roll.
- Sales of service is down a net \$.5M due to the forest firefighting fees we earned in 2003.
- Development revenues are up \$5.4M because of increased capital expenditures funded by developer cost charges. Capital expenditures are increased similarly.
- Other government transfers are up by \$1.3M as a result of increased trans-link funding and traffic fine revenue sharing from the province.
- Proceeds from disposal of capital properties are increased \$5.0M mainly as a result of the sale the Industrial Avenue land site.
- The Gain on Debt Refinancing is down \$.7M and will continue to decline as the debts which give rise to refinancing gains are paid off.

ii) Consolidated Revenue (Statement B)

- compared to budget 2004 – Page 42

As in previous years there were large variances between budget and actual and, as in previous years, a large part of this difference was related to the capital program. Development fees (earned DCC's) and Capital grants were budgeted based on the expected completion of capital projects. As the capital expenditures did not occur there was no corresponding funding available. This condition alone accounted for a variance of about \$11M.

iii) Consolidated Expenditures (Statement B)

- compared to previous year 2003 – Page 42

Consolidated expenditures are comprised of both operating and capital expenditures. It is useful to discuss each separately as Council considers the budget and funding source separately. *Statement 1* reports on the operating results and *Statement 2* reports on the capital expenditures.

Equipment allocations of \$1.7M represent internal charges which have been recorded against functional service areas. These amounts do not represent expenditures and must therefore be eliminated. Since these amounts are not separately identified in any of the functional areas they are eliminated in their total.

Note: A detailed comparison is provided on Schedule 8, pages 70 & 71.

3. Statement C

Statement of Change in Cash and Temporary Investments – Page 43

This statement represents financial resources (cash and investments of less than one year) that are available in the short term to satisfy debt obligations and expenditures. The change in cash and short-term investments is linked to, but is not identical with, the excess of revenue over expenditures. An example is when cash is received for a refundable deposit; in this case cash is increased but revenue is not.

In 2004 the major contributor to cash was debt financing of \$17.5M.

The main application of cash was:

- Excess of expenditures - \$13.5M
- Temporary Investments - \$3.8M

4. i) Statement 1 - Operating Expenditures

- compared with previous year 2003 – Page 53

- a) Protective Services increased \$1.5M due to a combination of increased staffing and contract costs to the RCMP
- b) General Government increased by \$8.5M. As discussed in the Financial Statement Overview and detailed on Schedule 10, \$7.8M of this is due to the premium paid for the commercial portion of the tower purchase

ii) Statement 1 - Operating Expenditures

- compared with budget 2004 – Page 53

Operating expenditures are close to budget in most areas except for:

- a) General government, which included the un-budgeted tower purchase
- b) Planning, public health and other is below budget by \$.6M because of staff vacancies

5. i) Statement 2 - Capital Expenditures

- compared with previous year 2003 – Page 54

Capital expenditures are greater in all areas compared with 2003. Most notable are:

- a) Protective services increased by \$1.0M – land acquisition of Fire Hall No. 4
- b) Transportation increased by \$6.7M – 232nd St. bridge replacement and 227th St. upgrade
- c) Recreation increased by \$.9M - Cottonwood Park land acquisition



Message from the Director of Finance

d) General Government increased by \$11.5M - acquisition of commercial tower & Court House

ii) Statement 2 - Capital Expenditures
- compared with budget 2004 – Page 54

- a) In general, 2004 actual capital expenditures fall far short of budget by \$11.4M; this is largely due to incompatible budgeting.
- b) The notable exception was general government which is over by \$9.8 million. This was due to the acquisition of the commercial portion of the tower which is not included in the adopted budget.

6. 2004 Other Fund Balances:

a) *Operating Fund. (Statement 1) – Page 53*
The Operating fund balances of \$10.9M (as shown on Statement 1) are detailed in the notes to the financial statements under “*significant accounting policies*”. These funds represent financial assets available to the municipality which have not been earmarked by Council for specific future use. In the utility funds, however, there are certain amounts allocated for specific debt payments.

b) *Capital Fund. (Statement 2) – Page 54*
This fund is in a deficiency position of \$1.0M because funding for a sewer project has not been identified. In the interim, carrying costs are allocated to the Sewer Revenue Fund. This amount represents an encumbrance of either the operating or the reserve fund balances depending on which source is designated to absorb the cost. There is no effect on the consolidated expenditures or on consolidated net debt.

b) *Reserves (Statement 3) – Page 55*
Reserve Funds are permitted by statute and are usually restricted for capital purposes. A Reserve Fund is established through Council bylaw and segregates assets for the fund.

Reserve Accounts are distinguished in the way they are created. Reserve Accounts are appropriations of surplus established by management and generally associated with the operating program.

Interest is earned by the Reserve Funds while interest is allocated to Reserve Accounts where deemed appropriate by policy.

The Municipality has set aside and managed by corporate policy Reserve Accounts and Reserve Funds for over 30 years. It is these reserves that have enabled the

Municipality to maintain a positive net financial position even though having incurred a liability.

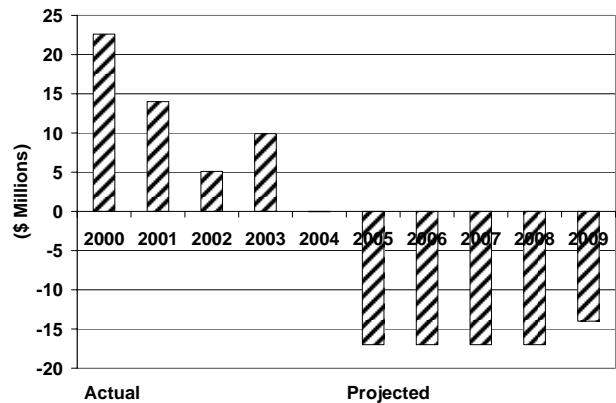
There is \$37.6M in various reserves at year-end; however, much of that amount is related to capital projects as discussed previously, and which were not completed before December 31, 2004. Many of these projects were either incomplete or not started by December 31, 2004. If these projects had been completed as per the budget the reserve balances would have been reduced by approximately \$10M and Net Debt increased by \$10M.

Assessment of Trends

As shown on the chart below, Net Financial Assets have declined from \$25.6M in 1999 to Net Debt of \$4.3M in 2004.

These projections are based, however, on a projection that all capital expenditures previously deferred will be completed. However, based on past experience this does not occur but it is necessary to be mindful of the implication of the financial plan on the financial position.

Financial Position



Outlook

Although the Municipality is in a Net Debt (negative) financial position, the financial plan has been developed to meet the requirements of future debt servicing and providing for services needed for a rapidly growing community. The debt financing used to acquire the Town Centre is secured for a very long term at very reasonable rates. This provides the Municipality with certainty in this area.

The financial condition remains sound by a number of measures such as growth in the assessment roll, the physical condition of the infrastructure that will not require replacement for some time, reserves that provide for financial flexibility, large land holdings that



Message from the Director of Finance

have a much greater market value than the nominal book value and significant unused annual debt servicing capacity as recorded under the provincial government formula.

However, there are a number of challenges that we will need to address to maintain this flexibility. These include:

- Increase in operating costs that occur from growth in population & new subdivisions
- A residential assessment base that is rapidly outpacing the higher tax paying commercial and industrial assessment growth
- Capital expenditures from general taxation that have not kept pace with growth and continue to decline as a ratio to general purpose taxation
- Increased costs from the GVRD for water and sewer; this will require significant rate increases
- Attracting investment in commercial & business property to shift the tax burden
- Providing for the future replacement of infrastructure
- Regional impacts on the local tax bill such as GVTA
- Succession plans for professional and skilled labour staff

Conclusion

The District of Maple Ridge continues to respond in a positive way to these challenges through its Statement of Values, open style of government, use of the Audit and Finance Committee to manage the business affairs of the Municipality and “Town Hall Meetings” to hear directly, the concerns of its citizens. We are committed to providing residents and businesses with high quality services and administration in a financially responsible manner.

Some of the major initiatives to be undertaken in 2005 are:

- Prepare a Downtown Revitalization Strategy
- Finalization of the Official Community Plan
- Renovation of Fire Hall #1 and a construction start of Fire Hall #4
- Hiring 8 new paid fire fighters on July 1, 2005 and an additional 8 on January 1, 2006.
- Adding 3 new RCMP officers
- Complete a long term sustainable financial plan to ensure the continued financial health of the community
- Internal Control review
- Review of the regional tourism services plan
- Develop & publish Council goals for 2006 and establish the performance measures for 2005 as required by the British Columbia Community Charter.

Finally, I take this opportunity to give my thanks on behalf of the Finance Department to members of Council, to the Management Team and to all civic employees for their support in achieving the 2004 results. I want to also acknowledge the assistance, guidance and work of the Communication Department staff who helped publish this report. The reason for our success is the strong commitment to excellence by our employees in all that they do.

Jacob G. Sorba, CGA.
Director of Finance



Introduction to Financial Statements

The Accompanying Consolidated Financial Statements and all other financial information included within this financial report are the responsibility of the management of the District of Maple Ridge. The District's Financial Statements contained in this report have been prepared in accordance with the accounting principles and disclosure requirements of the Canadian Institute of Chartered Accountants guidelines contained in the Public Sector Accounting and Auditing Standards Manual.

The Director of Finance is responsible for submitting annually to the Audit Committee and Council audited financial statements. These financial statements include the consolidated results of the District of Maple Ridge for the fiscal year ending December 31, 2004.

The preparation of the annual financial statements is the responsibility of the Finance Department; this includes the preparation of working papers and providing support and related financial information to external auditors during the year-end audit.

The Consolidated Financial Statements of the District of Maple Ridge provide important information about the overall financial condition of the District. The purpose of the consolidated financial statements is to present the effects of transactions of the District taking into consideration the accounting for all District Funds and CDMR Developments Ltd.

The audited 2004 Consolidated Financial Statements for the District include:

District Financial Statements:

- Management's Responsibility for Financial Reporting
- Auditors' Report
- Significant Accounting Policies
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Management's Responsibility For Financial Reporting

The information in this Annual Report is the responsibility of management. The consolidated financial statements have been prepared in accordance with Canadian generally accepted accounting principles as outlined under "Significant Accounting Policies" on pages 5 and 6. These include some amounts based on management's best estimates and careful judgement.

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

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

Council carries out its responsibility for the consolidated financial statements principally through its Audit Committee. The Committee meets with management nine times on a scheduled basis and at least semi-annually with BDO Dunwoody LLP to review their activities and to discuss auditing, internal control, accounting policy, and financial reporting matters. BDO Dunwoody LLP has unrestricted access to the Municipality, the Audit Committee and Council. The Audit Committee reviews the consolidated financial statements with management prior to submission to Council for approval. It also reviews the recommendations of the independent auditors for improvements to controls and as well as the actions of management to implement such recommendations.

Jacob G. Sorba, C.G.A.
Director of Finance

Jim Rule
Chief Administrative Officer



BDO Dunwoody LLP
Chartered Accountants

600 Park Place - 666 Burrard St.
Vancouver, BC
Canada, V6C 2X8
Telephone: (604) 443-4716
Telefax: (604) 688-5132

Auditors' Report

**To the Mayor and Councillors of the
Corporation of the District of Maple Ridge**

We have audited the Consolidated Statement of Financial Position of the Corporation of the District of Maple Ridge as at December 31, 2004 and the Consolidated Statements of Financial Activities and Change in Cash and Temporary Investments for the year then ended. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the District as at December 31, 2004 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accounting principles.

Our audit was made for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The supplementary information included in Statements 1 through 3 and Schedules 1 through 14 is presented for purposes of additional analysis. Such supplementary information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and, in our opinion is fairly stated, in all material respects, in relation to the consolidated financial statements taken as a whole. Information in the Statistics Section is prepared without audit.

Chartered Accountants
Vancouver, British Columbia
March 17, 2005



Significant Accounting Policies

For the year ended December 31, 2004

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

These financial statements have been prepared using recommendations issued by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

They consolidate the activities of the General, Water and Sewer, Operating and Capital Funds, the Reserve Funds, and Municipality's wholly owned subsidiaries C.D.M.R. Developments Ltd. and Maple Ridge Municipal Holdings Ltd.

The operating activities of the subsidiary companies are included in the General Revenue Fund and the Capital activities of the subsidiary companies are included in the General Capital Fund.

Operating Funds - As at December 31, 2004 the fund balances were as follows:

	<u>2004</u>	Restated <u>2003</u>
General Revenue Fund	\$ 2,427,032	\$ 5,115,278
Sewer Revenue Fund	5,514,958	7,662,167
Water Revenue Fund	<u>2,976,257</u>	<u>3,599,484</u>
	10,918,247	16,376,929

Capital Funds - As at December 31, 2004 the fund balances (deficiencies) were as follows:

General Capital Fund	36,073	(1,723,547)
Sewer Capital Fund	<u>(1,069,134)</u>	<u>(1,069,134)</u>
	(1,033,061)	(2,792,681)

Reserves - As at December 31, 2004 this balance was comprised of the balances shown in Schedule 14.

Reserve Funds	<u>37,618,959</u>	<u>29,875,107</u>
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Total Fund Balances

	<u>47,504,145</u>	<u>43,459,355</u>
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Long Term Liabilities - These liabilities are incurred to fund capital expenditures

Debenture Debt- comprised of the debts shown on Schedule 2	(34,205,750)	(3,767,690)
Mortgage Liability	(17,554,318)	—
Financed Capital Construction	<u>—</u>	<u>(30,477,445)</u>
Long Term Liabilities	<u>(51,760,068)</u>	<u>(34,245,135)</u>

Net Financial Assets (Net Debt)

	<u>\$ (4,255,923)</u>	<u>\$ 9,214,220</u>
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(b) **Accrual Accounting**

The accrual method for reporting revenues and expenditures has been used.

Revenues are recorded in the period they are earned.

Expenditures are recorded as the cost of goods or services in the period they are obtained.

(c) **Capital Assets**

Capital assets purchased or constructed and work in process are reported as capital expenditures and are classified according to their functional use. Capital assets donated are reported at fair market value at the time of the donation. Accumulated capital expenditures, net of disposals, are reported on Schedule 1. Depreciation is not recorded.



Significant Accounting Policies

For the year ended December 31, 2004

(d) ***Restricted Revenues and Deferred Revenues***

Receipts which are restricted by the legislation of senior governments or by agreement with external parties are deferred and reported as Restricted Revenues. When qualifying expenditures are incurred restricted revenues are brought into revenue at equal amounts. Restricted Revenues are comprised of the amounts shown on Schedule 7.

Revenues received in advance of expenditures which will be incurred in a later period are reported as Deferred Revenues until they are earned by being matched against those expenditures.

(e) ***Investment Income***

The Municipality invests in pooled funds of the Municipal Finance authority of British Columbia. Earnings of these funds are allocated to the members from time to time based on the market value of the pool. The Municipality recognizes its share only of the realized earnings of the pool. This revenue is recorded as investment revenue and the amount is added to the cost of the units held.

(f) ***Subdivision Infrastructure***

Subdivision streets, lighting, sidewalks, drainage, and other infrastructure are required to be provided by subdivision developers. Upon completion they are turned over to the Municipality. The Municipality is not involved in the construction and does not budget for either the contribution from the developer nor the capital expenditure in its financial plan. The budget figures presented on the financial statements are equal to the value of infrastructure turned over to the Municipality during the year.

(g) ***Local Improvements***

The Municipality records capital expenditures for capital assets funded by local improvement agreements as they are incurred. Revenues are recognized at the time of the expenditures to the extent that they are recoverable.

(h) ***Use of Estimates***

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Significant areas requiring use of management estimates relate to the determination of severance liability and compensated absences and sick pay benefits, and the collectibility of accounts receivable. Actual results could differ from those estimates.

(i) ***Budget Figures***

The budget figures used are based on the five year financial plan adopted April 27, 2004. Contributed subdivision infrastructure for 2004 has been added to the adopted financial plan amounts in order to better demonstrate comparability with the actual results.

(j) ***Financial Instruments***

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

(k) ***Internal Equipment Charges***

The municipality records charges to all departments for their use of municipally owned equipment. These costs are included in the total costs for each reported function and a total offsetting credit is reported separately.



The Corporation of the District of Maple Ridge

Consolidated Statement of Financial Position As at December 31, 2004

	<u>2004</u>	Restated (note 13) <u>2003</u>
Financial Assets		
Cash and temporary investments (note 1)	\$ 24,348,525	\$ 20,601,559
Portfolio investments (note 1)	52,080,480	48,995,137
Accounts receivable (note 2)	10,185,341	9,426,417
Recoverable local improvements (note 3)	1,682,601	2,132,807
Other assets (note 7)	<u>677,454</u>	<u>921,843</u>
	88,974,401	82,077,763
Liabilities		
Accounts payable and accrued liabilities (note 5)	8,239,428	5,976,756
Deferred revenues	4,110,367	3,768,338
Restricted revenue (schedule 7)	24,011,719	24,150,546
Refundable performance deposits and other	1,937,140	1,597,231
Severance and compensated absence benefits (note 8)	3,171,602	3,125,537
Mortgage liability (note 9)	17,554,318	30,477,445
Debenture debt (note 6, schedule 2)	<u>34,205,750</u>	<u>3,767,690</u>
	93,230,324	72,863,543
Net Financial Assets (Debt)	\$ (4,255,923)	\$ 9,214,220

Jacob G. Sorba, CGA
Director of Finance

Kathy Morse
Mayor, District of Maple Ridge

- a) The notes to the Consolidated Financial Statements on pages 45-52 are an integral part of this statement
b) Contingencies and Commitments (Note 10)



The Corporation of the District of Maple Ridge

Consolidated Statement of Financial Activities For the Year Ended December 31, 2004

	Actual 2004	Budget 2004	Restated (note 13) Actual 2003
Revenue			
Taxes (Schedule 3)			
Real property, special assessments, grants in lieu	\$ 65,211,846		
Less: Collections for other governments	<u>28,971,281</u>		
Taxes for municipal purposes	36,240,565	36,280,322	34,149,649
Sale of services (Schedule 6)	5,928,803	5,431,007	6,440,402
Other revenue from own sources (Schedule 4)	3,798,593	3,613,578	3,962,825
Senior government grants – Utilities	448,980	338,904	397,478
Senior government grants – Capital	1,551,330	1,826,576	737,350
Development revenue (Schedule 5)	7,713,969	18,774,378	2,311,684
Provincial & other government transfers	2,097,491	1,476,503	1,548,605
Interest and investment income			
Interest income	1,003,870		
Investment income	1,481,240		
Less: Deferred amount	<u>(667,832)</u>		
Utility user fees	9,803,287	9,994,512	9,426,885
Proceeds from disposal of capital assets	6,495,648	5,549,996	1,438,128
Net gain on sales of property held for resale	-	-	1,265
Gain on debt refinancing	441,794	-	1,137,969
Contributed subdivision infrastructure	9,533,012	9,533,012	4,849,407
	<u>85,870,750</u>	<u>94,553,776</u>	<u>68,394,582</u>
Expenditures (Schedule 8)			
Protective services	15,934,006	17,814,524	13,371,096
Transportation services	15,215,400	22,692,473	7,967,189
Recreation and cultural	16,369,202	25,632,536	16,342,241
Sewer and water facilities	13,304,971	15,829,892	11,948,434
General government (note 14)	28,331,512	11,447,889	8,267,811
Planning, public health and other	2,373,210	3,081,415	2,354,179
Internal equipment charges	(1,720,420)	(1,378,136)	(1,519,794)
Subdivision infrastructure	9,533,012	9,533,012	4,849,407
	<u>99,340,893</u>	<u>104,653,605</u>	<u>63,580,563</u>
Excess (Deficiency) of Revenue over Expenditures	<u>(13,470,143)</u>	<u>(10,099,829)</u>	<u>4,814,019</u>
Principal Repaid	(32,315,934)	(1,697,258)	(1,913,503)
Debt Issued	49,830,867	-	-
Increase in Fund Balances	4,044,790	(11,797,087)	2,900,516
Fund Balances-Beginning of the Year as Previously Reported	44,160,822	44,160,822	41,220,526
Adjustment of Prior Year (note 13)	(701,467)	-	(661,687)
Fund Balances - Beginning of the Year as Restated	43,459,355	44,160,822	40,558,839
Fund Balances-End of the Year	<u>\$ 47,504,145</u>	<u>\$ 32,363,735</u>	<u>\$ 43,459,355</u>

a) The notes to the Consolidated Financial Statements on pages 45-52 are an integral part of this statement

b) Contingencies and Commitments (Note 10)



The Corporation of the District of Maple Ridge

Consolidated Statement of Change in Cash and Temporary Investments For the Year Ended December 31, 2004

	Actual 2004	Restated (note 13) Actual 2003
Cash and Temporary Investments Provided by (Used For):		
Operations:		
Excess (Deficiency) of Revenue over Expenditures	\$ (13,470,143)	\$ 4,814,019
Decrease (Increase) in Non-Cash Financial Assets		
Accounts receivable	(758,924)	1,527,899
Recoverable local improvements	450,206	867,286
Other assets	<u>244,389</u>	<u>357,388</u>
	(64,329)	2,752,573
Increase (Decrease) in Short Term Liabilities		
Accounts payable	2,262,672	(1,525,080)
Deferred revenues	342,029	106,085
Restricted revenues	(138,827)	3,149,694
Severance and compensated absence benefits	46,065	240,226
Refundable performance deposits and other	<u>339,909</u>	<u>184,868</u>
	2,851,848	2,155,793
Financing:		
Principal repaid	(32,315,934)	(1,913,503)
Long term debt issued	<u>49,830,867</u>	<u>-</u>
	17,514,933	(1,913,503)
Investing:		
Increase in portfolio investments	<u>(3,085,343)</u>	<u>(6,637,864)</u>
Increase in Cash and Temporary Investments	3,746,966	1,171,018
Cash and Temporary Investments – Beginning of Year	<u>20,601,559</u>	<u>19,430,541</u>
Cash and Temporary Investments – End of Year	\$ 24,348,525	\$ 20,601,559

a) The notes to the Consolidated Financial Statements on pages 45-52 are an integral part of this statement

b) Contingencies and Commitments (Note 10)

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Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

1. Cash and Investments:

Cash and Temporary Investments:

Cash and temporary investments as at December 31, 2004 were comprised as follows:

	<u>2004</u>	<u>2003</u>
Cash	\$ 5,605,906	\$ 5,516,095
Temporary Investments	<u>18,742,619</u>	<u>15,085,464</u>
	<u>\$24,348,525</u>	<u>\$20,601,559</u>

Temporary Investments are bank term deposits and T-Bills with effective interest rates of 2.54% - 3.05%. Additionally, the Municipality holds temporary investments of \$1,065,805 and agreements receivable of \$191,901 for trusts which are not reported elsewhere in the financial statements and are comprised as follows:

	<u>Balance Dec. 31, 2003</u>	<u>Interest Earned</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance Dec. 31, 2004</u>
Latecomer Fees	\$ 49,413	\$ —	\$ 62,388	\$ 111,801	\$ —
Cemetery Perpetual Care	481,113	13,738	30,701	13,738	511,814
Greater Vancouver Regional District	<u>691,065</u>	<u>—</u>	<u>854,334</u>	<u>799,507</u>	<u>745,892</u>
	<u>\$1,221,591</u>	<u>\$ 13,738</u>	<u>\$ 947,423</u>	<u>\$ 925,046</u>	<u>\$1,257,706</u>

Portfolio Investments

Portfolio investments with effective interest rates of 1.7% - 6.0% consist of Provincial Government Bonds, Canadian Government Bonds, Bank Notes, and pooled investment funds administered by the Municipal Financing Authority of British Columbia.

The carrying value of the security is based on the cost method whereby the cost of the security is adjusted to reflect investment income, which is accruing, and any permanent decline in market value.

The carrying value of Portfolio Investments at December 31, 2004 was \$52,080,480, (\$48,995,137 for 2003) and the market value was \$51,906,580 (\$48,984,967 for 2003).

2. Accounts Receivable:

	<u>2004</u>	<u>2003</u>
Property Taxes	\$ 2,954,539	\$ 4,030,324
Other Governments	2,194,468	668,479
General and Accrued Interest	1,366,668	1,520,135
Development Cost Charges	<u>3,732,343</u>	<u>3,238,518</u>
	10,248,018	9,457,456
Less Allowance for Doubtful Accounts	<u>(62,677)</u>	<u>(31,039)</u>
	<u>\$10,185,341</u>	<u>\$ 9,426,417</u>



Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

3. Recoverable Local Improvements

The Municipality provides interim financing for certain geographically localized capital projects. It recovers these amounts either from the benefiting property owners or from provincial subsidies. As at December 31, 2004 the recoverable balance was comprised as follows:

	<u>2004</u>	<u>2003</u>
Recoverable from property owners		
Transportation and drainage projects	\$ 341,674	\$ 481,901
Local improvement fund projects	580,760	563,863
Sewerage projects	81,714	458,896
Water system projects	<u>—</u>	<u>4,382</u>
	1,004,148	1,512,042
Recoverable from Province		
Sewerage projects	594,944	522,699
Water system projects	<u>83,509</u>	<u>98,066</u>
	678,453	620,759
	<u>\$1,682,601</u>	<u>\$2,132,807</u>

4. Pension Plan

The Municipality and its employees contribute to the Municipal Pension Plan (the “Plan”), a jointly trusted pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the plan. The pension plan is a multi-employer contributory defined benefit pension plan with about 130,000 active contributors including approximately 29,000 contributors from local governments.

Every three years an actuarial valuation is performed to assess the financial position of the Plan and the adequacy of plan funding. The most recent valuation as at December 31, 2003 indicated an unfunded liability of \$789 million for basic pension benefits. The next valuation will be as at December 31, 2006 with results available in 2007. The actuary does not attribute portions of the surplus to individual employers.

Employer contributions to the Plan for 2004 were \$850,318 (\$763,125 for 2003) they are included in consolidated operating expenditures. Employee contributions for 2004 were \$790,887 (\$777,482 for 2003).

5. Accounts Payable and Accrued Liabilities:

	<u>2004</u>	<u>2003</u>
Accounts Payable:		
General	\$2,448,705	\$1,647,135
Other Governments	3,788,269	3,110,776
Salaries and Wages	786,482	540,261
Contractors Holdbacks	<u>661,385</u>	<u>96,586</u>
	7,684,841	5,394,758
Accrued Liabilities:		
Vacation Pay	432,070	466,916
Vested Sick Pay Benefits	<u>122,517</u>	<u>115,082</u>
	554,587	581,998
	<u>\$8,239,428</u>	<u>\$5,976,756</u>



Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

6. Debenture Debt:

Debt principal is reported net of Sinking Fund balances and interest expense is reported net of Sinking Fund earnings.

During the year the Municipality obtained temporary financing from the Municipal Financing Authority (M.F.A.) in the amount of \$32,100,000 at 2.92 %. Under an agreement with them the temporary amount will be replaced in April 2005 with a \$32,100,000 debenture with a term of 22 years and an interest rate of 5.75%.

The Municipality carries no debt for others.

The Debenture debt issued and outstanding as at December 31, 2004 was \$34,205,750 (\$3,767,690 as at December 31, 2003). The following long-term debt amounts are payable over the next five years on a pro-forma basis after giving effect to the refinancing of the M.F.A. advance and the refinancing of the Mortgage liability (see note 9) in 2006 at an estimated rate of 5.75%:

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Water	\$ 178,993	\$ —	\$ —	\$ —	\$ —
Sewer	526,962	275,824	18,259	8,345	0
General	2,016,352	1,808,676	1,612,718	1,572,175	1,620,678
Dev. Cost Charges	<u>69,703</u>	<u>78,317</u>	<u>88,009</u>	<u>98,901</u>	<u>—</u>
	<u>\$2,792,010</u>	<u>\$2,162,817</u>	<u>\$1,718,986</u>	<u>\$1,679,421</u>	<u>\$1,620,678</u>

The Municipality has the following approved long-term debt unissued as at December 31, 2004

<u>L/A Bylaw</u>	<u>L/A Amount</u>	<u>Expiry Date</u>
#5735	\$566,000	Nov. 2013

7. Other Assets:

Debt Reserve Fund:

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

Upon the maturity of a debt issue the unused portion of the Debt Reserve Fund established for that issue will be discharged to the Municipality. The Municipality has estimated that there is only a remote possibility that these funds will not be paid to it and therefore these funds have been included in Other Assets of \$677,454 (\$702,376 for 2003).



Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

8. Severance and Compensated absence benefits

Severance benefits

The Municipality provides severance benefits by paying cash settlements to qualifying employees who cease their employment with the Municipality after a specified period of time

Full time employees hired before February 11,1999 qualify for five days pay per year provided that they either:

- (a) work a minimum of twenty years with the Municipality or,
- (b) retire as defined under the Public Sector Pension Plan Act

Full time employees hired after February 11, 1999 qualify for twenty days pay provided they work a minimum of ten years with the Municipality and retire as defined by the Public Sector Pension Plan Act.

The severance liability requires no contributions from the employees. The Municipality accrues the expected severance liability for employees during their expected service period of twenty years.

Compensated absence benefits

The municipality permits employees to accumulate up to 18 days per year of service for future illnesses (up to a maximum of 250 days). These benefits do not vest and they cannot be converted to any other type of benefit.

The municipality estimates the total cost of this benefit by estimating amount employees will draw into their accumulated bank during their working careers.

The estimated total cost is prorated annually over the employees estimated working careers. (This is a change in accounting policy – see note 13).

The liability for compensated absences is the balance to be prorated over the employees expected remaining working years with the municipality.

Management estimates that salary rate increases will approximately equal the Municipality’s cost of borrowing rates over the long term. The discount rate used to determine the accrued severance liability is the Municipality’s cost of borrowing

No independent actuarial valuation has been performed to date

The benefit liability at December 31, 2004 was \$3,171,602, (\$3,125,537 for 2003 as restated). The total expenditure is included in the consolidated operating expenditures but it is not separately funded.

	<u>2004</u>	Restated (note 13) <u>2003</u>
Benefit liability, beginning of the year	\$3,125,537	\$2,885,311
Add: Current period benefit expenditure	105,828	145,739
Interest on accrued benefit liability	<u>175,683</u>	<u>162,486</u>
Total liability related expenditure	281,511	308,225
Less: Current year benefit payments	<u>(235,446)</u>	<u>(67,999)</u>
Benefit liability-end of the Year	<u>\$3,171,602</u>	<u>\$3,125,537</u>



Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

9. Mortgage Liability

During 2004 the Municipality's subsidiary company assumed a mortgage with the Toronto Dominion bank as part of the acquisition of the town centre properties. The mortgage will mature in November of 2006 and arrangements have been made to refinance the remaining principal amount (\$15,942,045) with the M.F.A at that time.

The mortgage amount (\$16,692,115) plus accrued interest (\$41,283) was assumed at a rate (6.5%) which was unfavorable in relation to borrowing rates which were prevalent at the time.

The mortgage liability was revalued at the present value of the payments required under the mortgage using the Municipality's cost of borrowing. This resulted in an increase in the liability by \$997,469 which has been accounted for as a discount in proceeds received. The discount is being amortized over the remaining term of the mortgage.

Future payments are included in the pro-forma schedule in note 6.

The Mortgage Liability December 31, 2004 (\$17,554,318) is comprised as follows:

	Original Balance Oct 18, 2004	Principal payments and amortization in 2004	Interest expense and amortization in 2004	Balance Dec 31, 2004
Mortgage Payable	\$16,692,115	\$ 55,988	\$188,911	\$16,636,127
Accrued Interest	41,283	41,283	—	—
Discount	<u>997,468</u>	<u>79,277</u>	<u>(79,277)</u>	<u>918,191</u>
Mortgage Liability	<u>\$17,730,866</u>	<u>\$176,548</u>	<u>\$109,634</u>	<u>\$17,554,318</u>

10. Contingencies and Commitments:

(a) *Contingent Liabilities*

- (i) The Municipality, as a member of the Greater Vancouver Regional District, the Greater Vancouver Sewerage and Drainage District, and the Greater Vancouver Water District, is jointly and severally liable for their net capital liabilities.
- (ii) The loan agreements with the Municipal Finance Authority provide that if the Authority does not have sufficient funds to meet payments on its obligations it shall make payments from the Debt Reserve Fund which in turn is established by a similar Debt Reserve Fund in the Municipality and all other borrowing participants. If the Debt Reserve Fund is deficient the Authority's obligations become a liability of the regional district and may become a liability of the participating.

(b) *Reciprocal Insurance Exchange Agreement*

The Municipality is a Subscribed member of the Municipal Insurance Association of British Columbia (the "Exchange") as provided by Section 3.02 of the Insurance Act of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact upon any Subscriber. Under the Reciprocal Insurance Exchange Agreement the Municipality is assessed a premium and specific deductible for its claims based on population. The obligation of the Municipality with respect to the Exchange and/or contracts and obligations entered into by the Exchange on behalf of its Subscribers in connection with the Exchange are in every case several, and not joint and several. The Municipality



Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

irrevocably and unconditionally undertakes and agrees to indemnify and save harmless the other Subscribers against liability losses and costs which the other Subscriber may suffer.

(c) ***Third Party Claims***

Various lawsuits and claims are pending by and against the District. It is the opinion of management that final determination of these claims will not materially affect the financial position of the Municipality. Any ultimate settlements will be recorded in the year the settlements occur.

(d) ***Contractual Obligations***

(i) *Sewer and Water*

- (a) Under cost sharing agreements with the Greater Vancouver Water District, the Municipality is committed to make annual payments as follows:

Until the year 2007 totaling \$159,534 plus related interest for the water reservoir on Dewdney Trunk Road at 248th Street, the current annual payment is \$87,149 including interest until 2007 when the payment terms are to be renegotiated.

Until the year 2012 totaling \$645,996 plus related interest for the water main joint 1. Current annual payment is \$226,736 including interest until 2012.

- (b) Under a cost sharing agreement with the Greater Vancouver Sewerage and Drainage District, the Municipality is committed to make annual payments until 2012 totaling \$1,311,270 plus related interest for facilities in the Maple Ridge/Pitt Meadows sub-area. The current annual payment is \$220,482 plus interest.

(ii) *Recreation and Cultural Services*

- (a) In 1998 the Municipality entered into an agreement to purchase ice sheet time for five years commencing in 1999, with a five-year renewal option. In January 2004 the Municipality renewed the agreement for an additional five-year period. The minimum annual payment due for the provision of ice time is \$552,225. These payments are recorded as expenditures when the ice time is provided.

(e) ***Contingent Gains***

In 1998 the Municipality provided financial assistance, including property appraised at \$2.2 Million, to the Maple Ridge Elderly Citizen Recreation Association in order to enable them to construct a residential housing complex for senior citizens.

In exchange for the assistance, the Association agreed to place restrictive covenants on each unit, which could recover up to \$1.35 Million on re-sales by subsequent owners. These covenants will apply until the year 2030.

In 2004 proceeds from the resale of units under the restricted covenants amounting to \$73,043 were paid to the Municipality. These proceeds are recorded as Other Revenue



Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

11. Interest Expenditures:

Interest expenditures consist of debenture debt interest, mortgage liability interest, and interest on the severance and compensated absence benefits liability. Interest is apportioned to functional areas of expenditure based on the related debts as follows.

	Debenture Debt Interest	Financed Capital Construction	Interest on Benefits Liability	Mortgage Liability Interest	Total Interest 2004	Restated Interest 2003
Transportation Services	\$ 73,358	\$ —	\$ —	\$ —	\$ 73,358	\$ 84,803
Recreation & Cultural	300,506	1,528,368	—	—	1,828,874	2,109,125
Sewer & Water Facilities	355,462	—	—	—	355,462	484,051
General Government	<u>27,287</u>	<u>185,362</u>	<u>175,683</u>	<u>109,634</u>	<u>497,966</u>	<u>422,126</u>
	<u>\$ 756,613</u>	<u>\$ 1,713,730</u>	<u>\$ 175,683</u>	<u>\$ 109,634</u>	<u>\$ 2,755,660</u>	<u>\$ 3,100,105</u>

12. Expenditures by Object of Expenditure:

	2004	Restated Note 13 2003
Goods and Services	\$67,385,503	\$36,709,465
Wages and Salaries	19,666,718	18,921,586
Interest and finance fees	2,755,660	3,100,105
Contributed Infrastructure	<u>9,533,012</u>	<u>4,849,407</u>
Total Expenditures	<u>\$99,340,893</u>	<u>\$63,580,563</u>

13. Accounting Change – Adoption of Public Sector Accounting Recommendation

The municipality has for the first time recognized the liability for compensated absences (see note 8). The Net Assets (Debt), Financial Position, Fund Balances, Liabilities and Expenditures have been affected as follows:

- (a) The beginning Fund Balances for 2003 have been reduced by \$661,687.
- (b) Net Debt has increased by \$665,409 for 2004. (Net financial position has been reduced by \$701,467 for 2003).
- (c) The liability for service severance has been renamed and restated to include the liability for compensated absence in the amount of \$665,409 for 2004 and \$701,467 for 2003.
- (d) General government interest expenditures have been increased by \$38,199 for 2004 and \$38,095 for 2003.
- (e) Other general expenditures have been reduced by \$74,255 for 2004 and increased by \$1,683 for 2003.



Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2004

14. Acquisition of governmental unit

In May of 2004 the Municipality incorporated a subsidiary company, Maple Ridge Municipal Holdings Ltd. In October the subsidiary acquired title to the properties previous held under lease as well as approximately 65,000 square feet of commercial rental space.

The following summarizes the transactions at fair market value:

Assets Acquired:

Commercial real estate	\$10,396,804
Residual cash balance	<u>701,801</u>
	11,098,605
Less: Receivable from vendor forfeited	<u>(200,000)</u>
	10,898,605

Liabilities Assumed:

Long term financing	48,386,187
Less: Existing lease obligation	<u>(30,189,391)</u>
	18,196,796

Excess of liabilities assumed over assets acquired:	7,298,191
Add: Acquisition costs	<u>465,733</u>

Purchase price premium \$ 7,763,924

Expenditures related to capital assets are recorded as capital expenditures according to their functional use in accordance with the Municipality's accounting policy.

Therefore the acquisition has been reflected in the consolidated financial statements as:

General government capital expenditures	\$10,396,804
General government operating expenditures	<u>7,763,924</u>
Total	<u>\$18,160,728</u>



The Corporation of the District of Maple Ridge

Statement of Changes in Operating Fund Balances For the Year Ended December 31, 2004

	Actual 2004	Budget 2004	Restated (note 13) Actual 2003
Revenue			
Taxes (Schedule 3)			
Real property, special assessments, grants in lieu	\$ 65,211,846	\$ 65,236,754	\$ 61,744,553
Less: Collections for other governments	<u>28,971,281</u>	<u>28,956,432</u>	<u>27,594,904</u>
Total taxes for municipal purposes	36,240,565	36,280,322	34,149,649
Sale of services (Schedule 6)	5,928,803	5,431,007	6,440,402
Other revenue from own sources (Schedule 4)	3,798,593	3,613,578	3,962,825
Senior government grants – Utilities	448,982	338,904	397,478
Development revenue (Schedule 5)	401,714	299,860	355,473
Provincial and government transfers	2,097,491	1,476,503	1,548,605
Interest and investment income	1,101,714	1,064,988	1,229,646
Utility user fees	9,803,287	9,994,512	9,426,885
Net gain on sales of property held for resale	-	-	1,265
Gain on debt refinancing	441,794	-	1,137,969
Proceeds from disposal of capital assets	<u>6,495,648</u>	<u>5,549,996</u>	<u>1,438,128</u>
	66,758,591	64,049,670	60,088,325
Expenditures			
Protective services (Schedule 11)	14,562,307	14,801,825	13,005,413
Transportation services (Schedule 9)	5,888,755	6,235,489	5,378,139
Recreation and cultural (Schedule 13)	13,262,635	13,098,567	14,099,124
Sewer and water facilities (Schedule 12)	10,211,127	9,852,257	9,425,430
General government (Schedule 10) (note 14)	15,088,566	8,016,657	6,592,873
Planning, public health and other	2,367,835	2,903,946	2,164,983
Reallocation of internal equipment usage	<u>(1,720,420)</u>	<u>(1,378,136)</u>	<u>(1,519,794)</u>
	59,660,805	53,530,605	49,146,168
Excess of Revenue Over Expenditures	7,097,786	10,519,065	10,942,157
Transfers from (to) Capital	35,380,811	(8,379,357)	(2,318,453)
Transfers to Reserves (Schedule 14)	(15,621,344)	(5,818,970)	(7,272,164)
Principal Repaid	<u>(32,315,935)</u>	<u>(1,697,258)</u>	<u>(1,913,503)</u>
Increase (Decrease) in Operating Fund Balances	(5,458,682)	(5,376,520)	(561,963)
Operating Fund Balances – Beginning of Year as Previously Reported	17,078,396	17,078,396	17,600,579
Adjustment of Prior Years (note 13)	<u>(701,467)</u>	-	<u>(661,687)</u>
Operating Fund Balances – Beginning of Year as Restated	16,376,929	17,078,396	16,938,892
Operating Fund Balances – End of the Year	<u>\$ 10,918,247</u>	<u>\$ 11,701,876</u>	<u>\$ 16,376,929</u>



The Corporation of the District of Maple Ridge

Statement of Changes in Capital Fund Balances

For the Year Ended December 31, 2004

	Actual 2004	Budget 2004	Actual 2003
Capital Fund Balances - Beginning of Year	\$ (2,792,681)	\$ (2,792,681)	\$ (2,400,656)
Add:			
Revenues Allocated to Capital Funds			
Subdivision infrastructure contributions	9,533,012	9,533,012	4,849,407
Senior government grants	1,551,330	1,826,576	737,350
Development fees (schedule 7)	6,167,701	15,414,038	956,925
Other capital contributions	1,144,554	3,060,480	999,286
	18,396,597	29,834,106	7,542,968
Debt issued	49,830,866	-	-
Internal Transfers			
Transfer from Revenue Funds	(35,380,811)	8,379,357	2,318,453
Transfer from Reserve Funds			
Local improvement fund	100,015	-	(4,994)
Equipment replacement	1,275,506	1,513,648	753,768
Capital works	1,900,966	4,847,609	1,563,415
Fire Department capital acquisition	186,101	931,546	154,526
Land	858,585	858,342	5,368
Committed projects	4,258,238	4,371,040	1,514,986
Other	13,645	387,352	193,880
	8,593,056	12,909,537	4,180,949
Less:			
Capital Expenditures			
Protective services	1,371,699	3,012,699	365,683
Transportation	9,326,645	16,456,984	2,589,050
Recreation	3,106,567	12,533,969	2,243,117
Sewer and water utilities	3,093,844	5,977,635	2,523,004
General government (note 14)	13,242,946	3,431,232	1,674,938
Planning, public health and other	5,375	177,469	189,196
Subdivision infrastructure	9,533,012	9,533,012	4,849,407
	39,680,088	51,123,000	14,434,395
Increase (Decrease) in Capital Fund Balances	1,759,620	-	(392,025)
Capital Fund Balances - End of Year	\$ (1,033,061)	\$ (2,792,681)	\$ (2,792,681)



The Corporation of the District of Maple Ridge

Statement of Changes in Reserve Balances For the Year Ended December 31, 2004

	Actual 2004	Budget 2004	Actual 2003
Reserve Balances - Beginning of the Year	\$ 29,875,107	\$ 29,875,107	\$ 26,020,603
Interest allocated to Reserves (schedule 14)	715,564	670,000	763,289
Internal Transfers (schedule 14)			
Transfer from Revenue Funds	15,621,344	5,818,970	7,272,164
Transfer to Capital Funds	(8,593,056)	(12,909,537)	(4,180,949)
	7,028,288	(7,090,567)	3,091,215
Increase (Decrease) in Reserve Balances	7,743,852	(6,420,567)	3,854,504
Reserve Balances - End of Year	\$ 37,618,959	\$ 23,454,540	\$ 29,875,107

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The Corporation of the District of Maple Ridge

Schedule of Capital Assets As at December 31, 2004

	<u>2004</u>	<u>2003</u>
General Capital Fund		
Public Works:		
Roads and bridges	\$ 129,090,586	\$ 122,325,311
Drainage	45,176,015	42,253,093
Sidewalks	9,605,809	8,897,534
Equipment	6,816,903	6,266,871
Landscaping and other	1,842,703	1,842,703
Supplies inventory	5,527,819	113,431
Funded work in process	47,875	1,113,661
	<u>198,107,710</u>	<u>182,812,604</u>
General Government:		
Land	5,381,610	5,874,645
Buildings and equipment	35,386,487	22,604,937
Funded work in process	360,095	3,064,771
	<u>41,128,192</u>	<u>31,544,353</u>
Protective:		
Firehalls and equipment	9,766,133	8,683,486
Police buildings and equipment	3,557,264	3,587,553
Search & Rescue	163,080	163,080
Funded work in process	153,822	68,789
	<u>13,640,299</u>	<u>12,502,908</u>
Parks and Recreation:		
Parks and playgrounds	28,707,432	30,037,917
Recreation facilities and equipment	63,539,543	59,049,415
Funded work in process	155,374	3,147,015
	<u>92,402,349</u>	<u>92,234,347</u>
Other		
Public and environmental health	2,366,828	2,361,453
Total General Capital Fund	<u>347,645,378</u>	<u>321,455,665</u>
Water Supply System Capital Fund		
Supplies inventory	117,492	121,939
Land	122,261	122,261
Waterlines	45,613,771	42,510,087
Funded work in process	930,469	415,669
Total Water Supply System Capital Fund	<u>46,783,993</u>	<u>43,169,956</u>
Sanitary Sewer Capital Fund		
Supplies inventory	70,495	48,208
Land	12,049	12,049
Sewer lines	54,370,910	51,771,708
Funded work in process	324,117	434,786
Total Sanitary Sewer Capital Fund	<u>54,777,571</u>	<u>52,266,751</u>
Work in Process		
Unfunded work in process	1,069,137	2,792,681
Total	<u>\$ 450,276,079</u>	<u>\$ 419,685,053</u>



The Corporation of the District of Maple Ridge

Debenture Debt For the Year Ended December 31, 2004

General Capital Fund

<u>Date of Issue</u>	<u>Bylaw</u>	<u>Purpose</u>	<u>Maturity Dates</u>
Recreation and Cultural			
Dec 01, 1980 *	2836	Leisure Pool Complex	1980 – 2005
Nov 15, 1983	3152	Leisure Pool Complex	1984 – 2008
Jun 12, 1985	3477	Leisure Pool Final Draw	1985 – 2010
Feb 15, 2001	N/A	Library Premises Lease	2001 – 2006
Oct 01, 2001	N/A	Leisure Centre Expansion Lease	2001 – 2006
Dec 01, 2002	N/A	Art's Centre Lease	2002 – 2007
Subtotal Recreation and Cultural			
Transportation			
<u>Public Works</u>			
Jun 12, 1985	3471	ARDSA Project	1985 – 2010
<u>Local Improvements</u>			
May 09, 1989	4052	Stage 1 Paving	1989 – 2004
May 09, 1989	4060	248th Street Paving	1989 – 2004
May 09, 1989	4061	110th Street Paving	1989 – 2004
May 09, 1989	4064	122nd Street Paving	1989 – 2004
Oct 24, 1990	4324	Chigwell St. Storm L.I.P. (MFA 49)	1990 – 2005
May 13, 1992	4667	Downtown Parking	1992 – 2007
Dec 01, 1995	5291	Downtown Parking Issue 61	1995 – 2010
<u>Development Cost Charges</u>			
Jun 15, 1983	3086	Storm Sewer System D.C.C. (MFA 33)	1983 – 2008
Subtotal Transportation			
General Government			
Jul 28, 1999	N/A	Telephone Equipment Lease	1999 – 2004
Oct 18, 2004	N/A	MFA Advance	2004 – 2005
Feb 15, 2001	N/A	Office Premises Lease	2001 – 2006

* Denominated in US Funds

<u>Original Debenture Debt</u>	<u>Debentures Outstanding Before 2004 Retirement</u>	<u>Interest and Exchange 2004</u>	<u>Retirements 2004</u>	<u>Debenture Debt December 31, 2004</u>	<u>Interest Rates</u>
\$ 1,680,055	\$ 398,897	\$ 104,546	\$ 186,557	\$ 212,340	13.820
350,000	107,515	14,541	19,457	88,058	11.125 – 11.500
111,700	45,859	3,748	45,859	-	12.500
7,010,195	6,718,271	371,923	6,718,271	-	7.500
9,252,472	8,945,112	511,300	8,945,112	-	7.500
<u>11,568,554</u>	<u>11,357,765</u>	<u>645,145</u>	<u>11,357,765</u>	<u>-</u>	<u>7.500</u>
<u>29,972,976</u>	<u>27,573,419</u>	<u>1,651,203</u>	<u>27,273,021</u>	<u>300,398</u>	
131,180	53,857	4,401	53,857	-	12.500
118,805	10,901	(1,934)	10,901	-	10.900
17,398	1,597	(225)	1,597	-	10.900
15,297	1,404	(198)	1,404	-	10.900
3,500	322	(45)	322	-	10.900
5,455	977	130	477	500	11.200
1,200,000	409,950	38,294	95,113	314,837	9.628
300,000	167,241	15,812	20,540	146,701	9.628
<u>339,600</u>	<u>158,682</u>	<u>17,123</u>	<u>24,793</u>	<u>133,889</u>	<u>12.375</u>
<u>2,131,235</u>	<u>804,931</u>	<u>73,358</u>	<u>209,004</u>	<u>595,927</u>	
227,086	62,994	4,652	62,994	-	7.000
32,100,000	32,100,000	200,303	-	32,100,000	2.900
<u>3,543,232</u>	<u>3,456,297</u>	<u>185,382</u>	<u>3,456,297</u>	<u>-</u>	<u>7.500</u>
<u>\$ 67,974,529</u>	<u>\$ 63,997,641</u>	<u>\$ 2,114,898</u>	<u>\$ 31,001,316</u>	<u>\$ 32,996,325</u>	



The Corporation of the District of Maple Ridge

Debenture Debt For the Year Ended December 31, 2004

Water Supply System Capital Fund

<u>Date of Issue</u>	<u>Bylaw</u>	<u>Purpose</u>	<u>Maturity Dates</u>
		<u>Local Improvements</u>	
May 09, 1989	4057	Edge Street Water Line (MFA 46)	1989 – 2004
		<u>Water Improvement Program</u>	
Jul 01, 1979	2738	232nd Street Water Improvement	1979 – 2004
Jul 01, 1979	2769	D.T.R. 240th St. – 263rd St. Water Improvement	1979 – 2004
Dec 01, 1980 *	2837	Water Improvement Program	1980 – 2005
Jun 12, 1985	3496	Water Improvement Program Phase III	1985 – 2010
Oct 24, 1990	4324	Water Improvement Project (MFA 49)	1990 – 2005
		<u>Development Cost Charges</u>	
Jun 15, 1983	3084	Water System D.C.C. (MFA 33)	1983 – 2008

* Denominated in US Funds

<u>Original Debt</u>	<u>Debtures Outstanding Before 2004 Retirement</u>	<u>Interest and Exchange Paid in 2004</u>	<u>Retirements in 2004</u>	<u>Debt</u>	<u>Interest Rates</u>
<u>Debt</u>	<u>Retirement</u>	<u>Paid in 2004</u>	<u>in 2004</u>	<u>December 31, 2004</u>	<u>Rates</u>
42,230	3,875	(684)	3,875	-	10.900
173,393	17,197	75	17,197	-	9.625
345,980	35,238	172	35,238	-	10.000
768,758	182,528	47,890	85,365	97,163	13.65 – 14.000
640,000	262,757	27,495	262,757	-	12.500
891,840	159,764	21,478	77,934	81,830	11.200
113,600	53,081	5,725	8,293	44,788	11.250
<u>\$ 2,975,801</u>	<u>\$ 714,440</u>	<u>\$ 102,151</u>	<u>\$ 490,659</u>	<u>\$ 223,781</u>	



The Corporation of the District of Maple Ridge

Debenture Debt For the Year Ended December 31, 2004

Sanitary Sewer Capital Fund

<u>Date of Issue</u>	<u>Bylaw</u>	<u>Purpose</u>	<u>Maturity Dates</u>
<i><u>Master Sewer Program</u></i>			
Jan 22, 1980	2819	Master Sewer Program	1980 – 2005
Dec 01, 1980 *	2838	Sewer Area "A"	1980 – 2005
Jan 15, 1982	3019	Sewer Area "A"	1982 – 2006
Jan 15, 1982	3020	Sewer Area "A"	1982 – 2006
<i><u>Local Improvements</u></i>			
Dec 12, 1985	3617	Sanitary Sewer 203rd Street (3475)	1985 – 2005
May 11, 1988	3622	Sanitary Sewer Colemore St. L.I.P. (MFA 44)	1988 – 2008
May 11, 1988	3818	Sanitary Sewer Barclay St. L.I.P. (MFA 44)	1988 – 2008
May 09, 1989	3894	Sanitary Sewer Hampton St. L.I.P. (MFA 46)	1989 – 2004
May 09, 1989	4116	Sanitary Sewer Eagle Ave. L.I.P. (MFA 46)	1989 – 2004
Oct 24, 1990	4324	Sanitary Sewer 206th St. L.I.P. (MFA 49)	1990 – 2005
Oct 24, 1990	4324	Sanitary Sewer Chatwin Ave. L.I.P. (MFA 49)	1990 – 2005
May 13, 1992	4667	Sanitary Sewer 240th Street Albion (4468)	1992 – 2007
<i><u>Development Cost Charges</u></i>			
Jun 15, 1983	3085	Sewer System D.C.C. (MFA 33)	1983 – 2008

* Denominated in US Funds

<u>Original Debenture Debt</u>	<u>Debentures Outstanding Before 2004 Retirement</u>	<u>Interest and Exchange Paid in 2004</u>	<u>Retirements in 2004</u>	<u>Debenture Debt December 31, 2004</u>	<u>Interest Rates</u>
\$ 1,501,608	\$ 147,596	\$ 12,025	\$ 147,596	\$ -	9.500
2,117,325	502,718	134,278	235,113	267,605	13.820
750,000	268,269	38,607	77,041	191,228	14.750
1,531,916	425,918	41,417	128,366	297,552	10.000
2,884	-	-	-	-	11.150
78,774	27,367	1,492	4,953	22,414	10.000
30,433	10,572	581	1,913	8,659	10.000
24,744	2,270	(319)	2,270	-	10.900
4,943	454	(64)	454	-	10.900
16,952	3,037	406	1,480	1,557	11.200
118,832	21,288	2,227	10,385	10,903	11.200
112,375	38,390	2,685	8,907	29,483	9.628
<u>396,300</u>	<u>185,175</u>	<u>19,976</u>	<u>28,932</u>	<u>156,243</u>	12.375
<u>\$ 6,687,086</u>	<u>\$ 1,633,054</u>	<u>\$ 253,311</u>	<u>\$ 647,410</u>	<u>\$ 985,644</u>	

SUMMARY:	General Capital Fund	\$ 32,996,325
	Water Supply System Capital Fund	223,781
	Sanitary Sewer Capital Fund	<u>985,644</u>
		<u>\$ 34,205,750</u>



The Corporation of the District of Maple Ridge

Tax Levies For the Year Ended December 31, 2004

	2004 Actual	2004 Budget	2003 Actual
General purposes - gross taxes	\$ 33,114,943	\$ 33,199,253	\$ 31,117,048
Less: Municipally-owned property	<u>(241,933)</u>	<u>(268,718)</u>	<u>(241,662)</u>
General Purposes - Net Taxes	32,873,010	32,930,535	30,875,386
Special assessments and local improvements	1,114,970	1,111,763	1,044,871
Sewer levy	671,169	656,880	656,303
Water levy	47,500	49,404	41,650
Grants in lieu of taxes	<u>1,533,916</u>	<u>1,531,740</u>	<u>1,531,439</u>
Total Taxes for Municipal Purposes	36,240,565	36,280,322	34,149,649
Collections for other governments:			
School Districts - Provincial Government	24,868,245	24,868,245	23,764,259
British Columbia Assessment Authority	748,792	748,792	734,906
Dyking Districts	157,050	142,248	128,284
Greater Vancouver Regional District Parks	717,481	717,435	638,575
Greater Vancouver Transportation Authority	2,477,985	2,477,984	2,327,361
Municipal Finance Authority	<u>1,728</u>	<u>1,728</u>	<u>1,519</u>
Total Collections for Other Governments	28,971,281	28,956,432	27,594,904
Real Property, Special Assessments, Grants In Lieu	<u>\$ 65,211,846</u>	<u>\$ 65,236,754</u>	<u>\$ 61,744,553</u>



The Corporation of the District of Maple Ridge

Other Revenue from Own Sources For the Year Ended December 31, 2004

	2004 Actual	2004 <u>Budget</u>	2003 <u>Actual</u>
Business licences	\$ 375,093	\$ 375,000	\$ 431,439
Delivery vehicle licences	19,628	21,996	19,949
Building permits	1,340,095	1,478,004	1,539,759
Dog licences	154,534	148,728	147,312
Fines and parking revenue	116,615	110,700	108,474
Property rentals	451,437	406,752	416,652
Subdivision inspection fees and other	478,786	287,004	324,584
Penalties and interest on taxes	638,651	673,026	701,641
Miscellaneous	74,805	-	66,269
Recovery of interest costs - local improvements	<u>148,949</u>	<u>112,368</u>	<u>206,746</u>
Total Other Revenue from Own Sources	\$ 3,798,593	\$ 3,613,578	\$ 3,962,825



The Corporation of the District of Maple Ridge

Schedule of Development Revenue
For the Year Ended December 31, 2004

	2004 Actual	2004 Budget	2003 Actual
Development Revenue Received Through:			
Revenue Funds			
Local improvement fees	\$ 101,860	\$ -	\$ -
Development cost charges	<u>299,854</u>	<u>299,860</u>	<u>355,473</u>
	401,714	299,860	355,473
Capital Funds			
Other capital contributions	1,144,554	3,060,480	999,286
Parkland dedications	(751)	280,248	752
Specified capital fees	48,904	63,507	142,626
Development cost charges	<u>6,119,548</u>	<u>15,070,283</u>	<u>813,547</u>
	7,312,255	18,474,518	1,956,211
Total Development Revenue	<u>\$ 7,713,969</u>	<u>\$ 18,774,378</u>	<u>\$ 2,311,684</u>



The Corporation of the District of Maple Ridge

Schedule of Sale of Services
For the Year Ended December 31, 2004

	2004 Actual	2004 <u>Budget</u>	2003 <u>Actual</u>
General Revenue Fund:			
General government	\$ 582,293	\$ 606,876	\$ 672,128
Commercial building rentals	456,524	-	-
Transportation	70,887	117,744	108,949
Cemetery	177,202	218,427	207,554
Recreation (Schedule 13)	3,852,315	3,628,560	3,764,805
Gravel sales	57,768	316,500	96,672
Policing and firefighting fees	249,790	202,808	1,059,487
Recycling fees	<u>95,616</u>	<u>80,004</u>	<u>140,229</u>
Total General Revenue Fund	5,542,395	5,170,919	6,049,824
Water Connection Fees	266,830	176,364	280,351
Sewer Connection Fees	<u>119,578</u>	<u>83,724</u>	<u>110,227</u>
Total Sale of Services	<u>\$ 5,928,803</u>	<u>\$ 5,431,007</u>	<u>\$ 6,440,402</u>



The Corporation of the District of Maple Ridge

Continuity Schedule of Restricted Revenues For the Year Ended December 31, 2004

	Development Cost Charges		Parkland Acquisition Charges	
	<u>2004</u>	<u>2003</u>	<u>2004</u>	<u>2003</u>
Beginning balance	\$ 19,814,130	\$ 17,093,249	\$ 1,244,958	\$ 916,340
Interest earned	521,575	524,796	41,995	36,903
Collections	5,050,452	3,365,105	234,695	292,467
Expenditures - operating	(299,854)	(355,473)	-	-
Expenditures - capital	<u>(6,119,548)</u>	<u>(813,547)</u>	<u>751</u>	<u>(752)</u>
Ending balance	<u>\$ 18,966,755</u>	<u>\$ 19,814,130</u>	<u>\$ 1,522,399</u>	<u>\$ 1,244,958</u>

Downtown Parking Charges		Developer Specified Projects		Total Restricted Revenues	
<u>2004</u>	<u>2003</u>	<u>2004</u>	<u>2003</u>	<u>2004</u>	<u>2003</u>
\$ 117,721	\$ 113,578	\$ 2,973,737	\$ 2,877,685	\$ 24,150,546	\$ 21,000,852
3,667	4,143	100,595	105,193	667,832	671,035
-	-	375,749	133,485	5,660,896	3,791,057
-	-		-	(299,854)	(355,473)
-	-	(48,904)	(142,626)	(6,167,701)	(956,925)
<u>\$ 121,388</u>	<u>\$ 117,721</u>	<u>\$ 3,401,177</u>	<u>\$ 2,973,737</u>	<u>\$ 24,011,719</u>	<u>\$ 24,150,546</u>



The Corporation of the District of Maple Ridge

Consolidated Expenditure Summary For the Year Ended December 31, 2004

	Operating	
	2004	2004
	Operating	Operating
	Actual	Budget
	<u>Statement 1</u>	<u>Statement 1</u>
Protective services	\$ 14,562,307	\$ 14,801,825
Transportation services	5,888,755	6,235,489
Recreation and cultural	13,262,635	13,098,567
Sewer and water facilities	10,211,127	9,852,257
General government	15,088,566	8,016,657
Planning, public health and other	2,367,835	2,903,946
Internal equipment charges	(1,720,420)	(1,378,136)
Subdivision infrastructure	-	-
Total Expenditures	\$ 59,660,805	\$ 53,530,605

Capital		Consolidated	
2004 Capital Actual Statement 2	2004 Capital Budget Statement 2	2004 Expenditures Actual Total	2004 Expenditures Budget Total
\$ 1,371,699	\$ 3,012,699	\$ 15,934,006	\$ 17,814,524
9,326,645	16,456,984	15,215,400	22,692,473
3,106,567	12,533,969	16,369,202	25,632,536
3,093,844	5,977,635	13,304,971	15,829,892
13,242,946	3,431,232	28,331,512	11,447,889
5,375	177,469	2,373,210	3,081,415
-	-	(1,720,420)	(1,378,136)
<u>9,533,012</u>	<u>9,533,012</u>	<u>9,533,012</u>	<u>9,533,012</u>
<u>\$ 39,680,088</u>	<u>\$ 51,123,000</u>	<u>\$ 99,340,893</u>	<u>\$ 104,653,605</u>

The Corporation of the District of Maple Ridge



Transportation Services For the Year Ended December 31, 2004

	2004 Actual	2004 Budget	2003 Actual
Common Services			
Supervision	\$ 86,855	\$ 80,556	\$ 76,400
Stores and clerical	376,035	406,778	419,946
Consulting fees	169,062	108,696	49,874
Trucks and heavy equipment maintenance	429,549	472,258	475,405
Gas and oil	205,965	198,454	178,039
Insurance	93,242	90,108	77,017
Small tools and equipment	48,227	42,648	44,707
Municipal yards maintenance	185,419	138,024	140,179
Total Common Services	1,594,354	1,537,522	1,461,567
Engineering			
Salary recoveries	(570,059)	(772,448)	(528,983)
Administrative	1,022,562	1,193,785	997,349
Technical support	547,257	811,528	591,754
Supplies	63,336	41,028	67,752
Vehicle costs	57,688	65,976	50,749
Total Engineering	1,120,784	1,339,869	1,178,621
Roads and Streets Maintenance			
Streets, lanes and sidewalks	1,367,952	1,526,025	1,178,662
Drains, ditches and culverts	291,267	305,472	285,006
Storm sewers	270,661	240,098	187,411
Snow removal and sanding	153,462	157,797	106,501
Total Roads and Streets Maintenance	2,083,342	2,229,392	1,757,580
Parking	21,627	23,292	21,727
Bridges	16,715	20,724	19,604
Street Lighting	378,241	417,540	346,002
Traffic Control Facilities	581,236	533,817	498,804
Subdivision Inspection	19,098	19,080	9,431
Interest Expenditures	73,358	114,253	84,803
Total Transportation Services	\$ 5,888,755	\$ 6,235,489	\$ 5,378,139



The Corporation of the District of Maple Ridge

General and Administrative Expenses For the Year Ended December 31, 2004

	2004	2004	Restated (note 13)
	Actual	Budget	2003 Actual
Administration, Personnel and Clerks Departments	\$ 1,939,175	\$ 2,227,298	\$ 1,819,381
Communications and Public Relations	326,231	283,600	176,128
Finance Department	786,247	1,117,752	760,921
Purchasing Department	205,214	211,522	208,888
Information Services Department	637,714	671,610	608,945
Computer operations and telephone	415,286	727,896	423,615
Legislative	322,460	377,830	339,171
Grants and donations	34,512	35,134	161,540
Legal and audit fees	108,011	164,196	59,924
Advertising, printing and stationery	58,868	59,695	100,404
Municipal Hall maintenance and landscaping	702,182	373,188	408,505
Postage and office equipment maintenance	62,254	62,796	50,776
Travel and convention	1,346	12,504	5,607
Insurance	579,001	354,168	517,684
Miscellaneous and property rentals	381,142	461,130	435,902
Election	817	-	511
Economic development	266,216	623,411	92,845
Interest Expenditure	497,966	252,927	422,126
Purchase price premium - (note 14)	7,763,924	-	-
Total General and Administrative Expenses	\$ 15,088,566	\$ 8,016,657	\$ 6,592,873



The Corporation of the District of Maple Ridge

Schedule of Protective Services For the Year Ended December 31, 2004

	2004 Actual	2004 Budget	2003 Actual
Police protection	\$ 10,415,577	\$ 10,664,820	\$ 9,155,308
Fire protection	2,320,855	2,218,031	2,227,141
Emergency measures	70,296	63,749	44,657
Building inspection	1,035,092	1,128,368	1,057,019
Animal control	298,574	298,560	208,594
By-law enforcement	<u>421,913</u>	<u>428,297</u>	<u>312,694</u>
Total Protective Services	<u>\$ 14,562,307</u>	<u>\$ 14,801,825</u>	<u>\$ 13,005,413</u>



The Corporation of the District of Maple Ridge

Schedule of Sewer and Water Utilities For the Year Ended December 31, 2004

	2004 Actual	2004 Budget	2003 Actual
Administration	\$ 1,110,861	\$ 1,150,222	\$ 1,070,159
Water distribution	1,341,660	1,344,632	1,271,467
Water purchases	2,735,733	2,502,876	2,376,605
Sewerage collection	671,483	738,898	630,747
Sewerage treatment	3,995,928	3,744,588	3,592,401
Interest expenditure	<u>355,462</u>	<u>371,041</u>	<u>484,051</u>
Total Sewer and Water Utilities	<u>\$ 10,211,127</u>	<u>\$ 9,852,257</u>	<u>\$ 9,425,430</u>



The Corporation of the District of Maple Ridge

Schedule of Recreation & Cultural Revenue and Expenditures For the Year Ended December 31, 2004

	2004 Actual <u>Revenue</u>	2004 Budget <u>Revenue</u>	2004 Actual <u>Expenditures</u>	2004 Budget <u>Expenditures</u>
Leisure centre	\$ 1,238,848	\$ 1,199,635	\$ 1,845,674	\$ 1,679,568
Ice sheet facilities	318,074	325,596	699,281	692,760
Programs	1,534,944	1,388,332	3,177,033	2,860,462
Arts and cultural	222,310	205,674	2,653,964	2,545,044
Parks, playgrounds, and other	486,116	456,957	1,834,030	1,980,682
Seniors' recreation centre	52,023	52,366	160,000	159,996
General and administrative expenses	-	-	1,063,779	1,095,956
Interest expenditure	<u>-</u>	<u>-</u>	<u>1,828,874</u>	<u>2,084,099</u>
Total	<u>\$ 3,852,315</u>	<u>\$ 3,628,560</u>	<u>\$ 13,262,635</u>	<u>\$ 13,098,567</u>

Schedule 13 - continued

2004 Actual Operating Deficit	2004 Budget Operating Deficit	2003 Actual Operating Deficit
\$ (606,826)	\$ (479,933)	\$ (552,453)
(381,207)	(367,164)	(1,378,434)
(1,642,089)	(1,472,130)	(1,601,499)
(2,431,654)	(2,339,370)	(2,228,259)
(1,347,914)	(1,523,725)	(1,304,538)
(107,977)	(107,630)	(106,512)
(1,063,779)	(1,095,956)	(1,053,499)
<u>(1,828,874)</u>	<u>(2,084,099)</u>	<u>(2,109,125)</u>
<u>\$ (9,410,320)</u>	<u>\$ (9,470,007)</u>	<u>\$ (10,334,319)</u>



The Corporation of the District of Maple Ridge

Continuity Schedule of Reserves For the Year Ended December 31, 2004

	Balance <u>Dec. 31, 2003</u>	Interest <u>Allocated</u>
Reserve Funds:		
Local improvement	\$ 1,062,373	\$ 21,778
Equipment replacement	4,856,072	157,969
Capital works	4,165,963	146,599
Fire department capital acquisitions	4,898,565	161,884
Sanitary sewer	2,231,852	69,522
Land	<u>911,160</u>	<u>26,423</u>
Total Reserve Funds	18,125,985	584,175
General Revenue Fund Reserve Accounts:		
Specific projects - Capital	3,256,914	-
Specific projects - Operating	1,794,343	-
Self insurance	676,265	19,507
Police services	559,107	18,208
Core development	1,526,765	31,401
Recycling	819,623	32,237
Community development	989	31
Building inspections	414,812	12,918
Gravel extraction	420,473	13,041
Neighbourhood improvements	49,441	1,541
Recreation facility maintenance	-	2,505
Snow removal	200,000	-
Youth Centre & Arts Centre	41,500	-
Cemetery maintenance	133,168	-
Service severance	<u>63,630</u>	<u>-</u>
Total General Revenue Fund Reserve Accounts	9,957,030	131,389
Other Reserve Accounts:		
Sewer revenue fund-self insurance	92,585	-
Sewer revenue fund-specific projects	481,010	-
Water revenue fund-specific projects	1,157,969	-
Water revenue fund-self insurance	<u>60,528</u>	<u>-</u>
Total Other Reserve Accounts	<u>1,792,092</u>	<u>-</u>
Total Reserves:	<u>\$ 29,875,107</u>	<u>\$ 715,564</u>

<u>Transfers</u> <u>Revenue Funds</u>	<u>Transfers</u> <u>Capital Funds</u>	<u>Balance</u> <u>Dec. 31, 2004</u>
\$ 438,114	\$ (100,015)	\$ 1,422,250
1,692,259	(1,275,506)	5,430,794
7,066,831	(1,900,966)	9,478,427
598,466	(186,101)	5,472,814
		2,301,374
298,031	(858,585)	377,029
10,093,701	(4,321,173)	24,482,688
3,302,401	(2,714,667)	3,844,648
(408,750)	-	1,385,593
(19,508)	-	676,264
671,664	-	1,248,979
(485,364)	-	1,072,802
302,915	(5,375)	1,149,400
-	-	1,020
-	-	427,730
17,654	(8,270)	442,898
-	-	50,982
71,601	-	74,106
-	-	200,000
-	-	41,500
(30,905)	-	102,263
-	-	63,630
3,421,708	(2,728,312)	10,781,815
6,381	-	98,966
687,032	(466,813)	701,229
1,406,022	(1,076,758)	1,487,233
6,500	-	67,028
2,105,935	(1,543,571)	2,354,456
\$ 15,621,344	\$ (8,593,056)	\$ 37,618,959



BDO Dunwoody LLP
Chartered Accountants

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Auditors' Report

To the Shareholder
C.D.M.R. Developments Ltd.

We have audited the Balance Sheet of C.D.M.R. Developments Ltd. as at December 31, 2004 and the Statements of Revenue, Expenses and Retained Earnings, and Cash Flows for the year then ended. These financial statements are the responsibility of the Company's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Company as at December 31, 2004 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accounting principles.

BDO Dunwoody LLP

Chartered Accountants
Vancouver, British Columbia
March 17, 2005



C.D.M.R. Developments Ltd.

Balance Sheet
As at December 31, 2004

Assets

	<u>2004</u>	<u>2003</u>
Cash and Term Deposits	\$ 191,653	\$ 188,289
Total Assets	\$ 191,653	\$ 188,289

Liabilities and Stockholders' Equity

Liabilities:

Accounts Payable and Accrued Liabilities	281	\$ 293
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Stockholders' Equity:

Capital Stock		
Authorized 10,000 common shares NPV		
Issued and fully paid - 2 common shares	2	2
Retained Earnings	19,986	16,610
Contributed Surplus	171,384	171,384

Total Liabilities and Stockholders' Equity

	\$ 191,653	\$ 188,289
--	-------------------	------------

Approved By The Directors:

Director

Director

* The accompanying notes are an integral part of the financial statements



C.D.M.R. Developments Ltd.

Statement of Revenue, Expenses and Retained Earnings For the Year Ended December 31, 2004

	<u>2004</u>	<u>2003</u>
Interest Income	\$ 5,238	\$ 3,286
Miscellaneous Expenses	<u>1,862</u>	<u>939</u>
Net Earnings	3,376	2,347
Retained Earnings Beginning of the Year	<u>16,610</u>	<u>14,263</u>
Retained Earnings End of the Year	<u>\$ 19,986</u>	<u>\$ 16,610</u>



C.D.M.R. Developments Ltd.

Statement of Cash Flows For the Year Ended December 31, 2004

	<u>2004</u>	<u>2003</u>
Cash flows from operating activities:		
Net Earnings	\$ 3,376	\$ 2,347
Changes in non-cash operating working capital:		
Decrease in accounts receivable	-	-
Increase (Decrease) in accounts payable and accrued liabilities	<u>(12)</u>	<u>(111)</u>
	(12)	(111)
Increase in cash and cash equivalents	3,364	2,236
Cash and cash equivalents - Beginning of year	<u>188,289</u>	<u>186,053</u>
Cash and cash equivalents - End of year	<u>\$ 191,653</u>	<u>\$ 188,289</u>
Cash and cash equivalents are defined as cash and term deposits.		
Supplementary information:		
Interest received	\$ 5,238	\$ 3,286



Notes to the Financial Statements

For the Year Ended December 31, 3004

The Company is incorporated under the Company Act (British Columbia). The Company has the authority to acquire and develop properties on behalf of the Corporation of the District of Maple Ridge. These properties may be acquired from or sold to the Corporation of the District of Maple Ridge.

1. Significant Accounting Policy:

Income Taxes

The Company is exempt from income taxes, as it is wholly owned by the Corporation of the District of Maple Ridge. (Income Tax Act, Section 149(1)(d)).

2. Financial Instruments

The Company's financial instruments consist of cash and term deposits and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the Company is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

The Company's bank accounts are held at one chartered bank. The investment is held at a credit union, earns interest at 3% and matures December 31, 2005.

3. Revenue Recognition

Interest revenue is recognized as earned.



General Comparative Statistics

	2004	2003	2002	2001	2000	1994
Municipal Government:						
Mayor and 6 Council Members						
Incorporated September 12, 1874						
Population ^{1*}	70,411	69,258	68,527 (cen)	63,169	65,500	55,290
Registered Voters ²	34,809	34,177	(act) 34,177	30,500	30,500	28,462
Area (Ha) ¹	26,710	26,710	26,710	26,710	26,710	26,710
No. of Properties (Folios) ³	24,199	23,788	23,185	23,347	22,653	19,039
* BC Stats						
Designated Land Use (in Ha)						
(Official Community Plan) ¹ *						
Residential	5,149	5,019	5,159	5,828	5,819	5,731
Agricultural	3,711	3,551	3,711	3,713	3,708	3,777
Industry	415	541	584	584	584	863
Schools/Park/Greenbelt	2,186	2,254	2,056	1,785	1,781	1,084
Institutional	236	215	249	236	236	260
Transportation/Utilities	272	214	274	274	274	154
Crown Land	14,108	14,108	14,108	14,108	14,108	14,716
* New Method of Reporting						
Roads (in Km) ⁴						
Paved	436	433	428	431	443	390
Unpaved	7	7	7	7	7	24
Sewer Lines (in Km) ⁴						
Sanitary	238	235	232	246	235	189
Storm	253	247	213	211	205	131
Water Lines (in Km) ⁴						
	345	339	336	335	331	291
Parks Area (in Ha) ⁵						
(Number of Parks in Brackets)						
Municipal	(47) 211	(45) 205	(45) 205	(45) 205	(45) 205	(42) 198
Regional	(2) 414	(2) 414	(2) 414	(2) 414	(2) 414	(1) 405
Provincial	(1)55,596	(1)55,596	(1)55,596	(1)55,596	(1)55,596	(1)55,554
(11,700 ha are within Municipal boundary)						
Number of Schools ¹⁰						
Elementary Schools	18	20	20	20	21	21
Special Education Schools	0	1	1	1	1	1
Secondary Schools	5	4	4	4	4	4
Private Schools	3	4	4	4	4	4
Preschools	22	20	23	13	18	13
Day Care Centres	92	75	84	107	93	54
Continuing Education Facilities	1	3	4	4	3	3
Municipal Full-Time Employees ⁶	250	233	234	233	239	230
Total Part Time Hours	159,655	134,773	145,105	128,042	118,958	n/a
* Total includes full-time equivalent employees						
Building Permits ⁷						
Total Issued	900	1,025	1,072	825	856	1,073
Value	\$103,658,000	\$113,296,000	\$126,612,466	\$83,895,058	\$87,857,857	\$119,236,747
Business Licences Issued ⁷						
	3,688	3,372	3,218	2,973	2,662	708
Dog Licences Issued ³						
	7,912	7,755	6,970	7,318	7,218	5,837



General Comparative Statistics

	2004	2003	2002	2001	2000	1994
Police ⁸						
Police Officers	76	72	68	68	68	64
Auxiliary Police Officers	29	28	26	29	13	14
Fire Personnel: ⁹						
2 Fire Chiefs/Directors						
4 Asst. Fire Chiefs						
Volunteers:						
- Hall #1	49	44	41	44	50	45
- Hall #2	21	17	21	17	30	23
- Hall #3	23	24	23	26	30	24
Summary of Fund Balances ³						
Funded Reserves	\$37,618,959	\$29,875,107	\$26,020,603	\$31,457,559	\$35,905,675	\$24,791,574
Capital Fund	(1,033,061)	(2,792,681)	(2,400,656)	(8,296,942)	(14,134,857)	8,380,917
Operating Surplus **	10,918,247	17,078,396	17,600,579	18,018,089	16,890,646	7,701,772
Total Surplus and Reserves	\$47,504,145	\$44,160,822	\$41,220,526	\$41,178,706	\$38,661,464	\$40,874,263
Long Term Debt ³						
Parks & Recreation	\$28,957,148	\$27,573,430	\$28,100,629	\$17,445,602	\$ 6,178,753	\$ 1,689,263
Public Works	595,927	804,931	964,768	1,158,141	1,386,202	3,895,338
General Government	20,997,568	3,519,280	3,585,316	3,649,616	1,411,878	—
Total General Fund	\$50,550,643	\$31,897,631	\$32,650,713	\$22,253,359	\$ 8,976,833	\$ 5,484,601
Waterworks Utility	\$ 223,781	\$ 714,440	\$ 1,198,564	\$ 1,654,176	\$ 2,827,825	\$ 5,146,918
Sanitary Sewer Utility	985,644	1,633,054	2,309,361	3,292,855	4,252,629	8,765,913
Total Gross Debt	\$51,760,068	\$34,245,135	\$36,158,638	\$27,200,390	\$16,057,287	\$19,477,434
Debt Per Capita ³	\$ 735	\$ 494	\$ 528	\$ 431	\$ 245	\$ 352
Debt Payment as a Percentage of Non Capital Expenditures ³						
Debt Payments - Gross	8.1%	9.8%	9.9%	11.3%	10.1%	14.3%

¹ Maple Ridge Planning Department

² Maple Ridge Municipal Clerk

³ Maple Ridge Finance Department

⁴ Maple Ridge Engineering Department

⁵ Maple Ridge Parks & Leisure Services Department

⁶ Maple Ridge Communications & Human Resources Department

⁷ Maple Ridge Licenses, Permits & Bylaws Department

⁸ Ridge-Meadows RCMP

⁹ Maple Ridge Fire Department

¹⁰ School Board

**There were changes in accounting methods for receivables and long term debt applied to 2000.



Major Property Tax Payers

<u>Registered Owner</u>	<u>Primary Property</u>	<u>Taxes Levied</u>
1. B.C. Hydro & Power Authority	Distribution Lines	\$842,348
2. International Forest Products Ltd.	Lumber Mills	747,768
3. Province of British Columbia	Prison/Court House	697,586*
4. Bucci Investment Corporation Inc	Valley Fair Mall	625,153
5. Sun Life Assurance Company of Canada	Westgate Shopping Centre	613,154
6. MRTC Tower Properties	Town Centre Office Tower	529,186
7. Amarsham Holdings Ltd.	Haney Place Mall	451,702
8. M R Landmark 2000 Centre Ltd	Landmark Shopping Centre	336,052
9. B.C. Gas Utility Ltd.	Gas Lines	306,011
10. E-One Moli Energy (Canada) Limited	20000 Stewart Cres.	250,321
11. 22475 Dewdney Trunk Road Inc.	Maple Ridge Square	226,126
12. Canadian Pacific Railway Co.	Railway Tracks	214,911
13. Telus Communications (BC) Inc	Poles, Lines/ Thornhill Tower	213,942
14. Ridge Meadows U-Lok	Storage/Warehousing	210,127
15. Damka Lumber & Development Ltd.	Meadow Ridge Shopping Centre	184,456
16. B.C. Telephone Co.	Poles, Lines, Towers	181,207
17. Individual	Car Dealership	176,901
18. Canadian Tire Real Estate Limited	Retail Store	170,052
19. Individual	Shopping Centre	120,931
20. 27222 Developments Ltd.	Yacht Manufacturing	119,394
21. Royal Canadian Legion	Apartments	118,462
22. Individual	Various	115,954

Note:

* This is a grant-in-lieu for Municipal and Regional District purpose taxes only.
An estimate of total taxes to be comparable would be approximately \$1,306,716



Permissive Tax Exemptions

Through the adoption of an annual bylaw, the Municipal Council provides a permissive exemption from municipal taxation to certain groups and organizations, which are evaluated and chosen at the discretion of the Council. The legal capacity to provide these permissive tax exemptions is through powers granted to the Council in the Community Charter.

The Charter is relatively new legislation, which took effect on January 1, 2004. As a new requirement of this legislation the Municipality must include in its Annual Report, a listing of each permissive tax exemption granted under the annual bylaw and the amount of taxes that would have been imposed on the property if it were not exempt for that year. Another new requirement under this legislation requires the Municipality to advertise the proposed permissive tax exemption by-law prior to its adoption. These changes incorporated into the Charter provide improved transparency into the Municipality's dealings and allow for the public to provide input.

The purpose of granting permissive tax exemptions is to support organizations providing services considered to be an extension of municipal services and programs that are deemed to contribute to the well being of the community. In order for an organization to be considered for a permissive tax exemption they must submit an application requesting an exemption, with the exception of churches and schools. They must operate on a not-for-profit basis, they must be in good standing with the Registrar of Companies, and they must be apolitical and non-restrictive in their membership, executive and event participation.

Permissive Tax Exemptions for churches and schools are handled differently. The Charter provides for a general exemption from taxation over which the Municipal Council does not have any legislative powers or authority. Churches and schools are covered under this statutory exemption. The exemptions granted under this legislation provide tax exemption for the main building and the land on which the building stands, leaving the remainder of the property as taxable. The Municipality's permissive tax exemption policies grant an automatic permissive tax exemption for additional land and buildings not covered by the statutory exemption to a maximum of 2.023 hectares.

Exemptions can be provided for the land or improvements or a combination thereof, in whole or in part. Partial exemptions are usually granted if only a portion of the property is used in conjunction with the criteria listed above.

To coincide with the statutory powers granted through the legislation of the Charter, the Municipal Council has adopted guidelines pertaining to permissive tax exemptions as a whole and a set of more specific policies regarding what types of organizations will and will not be considered for permissive tax exemptions.

The guidelines are in place to:

- Prevent the downloading/offloading of services that are the responsibility of senior governments.
- Ensure that local residents are not subsidizing residents from other municipalities.
- Confirm that where a permissive tax exemption is granted that all residents of Maple Ridge have access to the service provided.
- Guarantee that property tax exemption does not provide for an unfair competitive advantage.
- Ascertain that the services fall under the responsibility of local government.

The Permissive Tax Exemptions granted for the 2004 taxation year are exempted under bylaw #6177-2003, adopted on October 28, 2003.

2004 Permissive Tax Exemptions - Taxes Forgone

Property	Address	Taxes Forgone
11996 Holdings Inc.	11996 Edge Street	\$ 10,105.33
Albion Community Club	10017 - 240th Street	1,864.19
Cam Neely Arena	23448 - 105th Avenue	48,123.29
Elderly Citizens Recreation Association	12148 - 224th Street	26,900.70
Girl Guides of Canada	26521 Ferguson Avenue	3,843.33
Golden Ears Winter Club	23588 - 105th Avenue	44,103.65
Haney Brick Yard Office & House	22520 - 116th Avenue	5,748.37
Haney House	11612 - 224th Street	1,417.01
Maple Ridge Golf Course	20818 Golf Lane	31,019.48
Maple Ridge Search and Rescue Society	23598 - 105th Avenue	3,103.28
Masonic Lodge	22272 - 116th Avenue	3,131.39



Permissive Tax Exemptions

Old Japanese School House	11739 - 223rd Street	2,518.60
Ridge Meadows Recycling Society	236th Street	8,222.00
Ruskin Community Association	28395 - 96th Avenue	2,063.36
Scout Properties (B.C./Yukon) Ltd.	27660 Dewdney Trunk Road	3,905.92
Society for the Prevention of Cruelty to Animals	10235 Industrial Avenue	1,600.83
St. Andrew's United Church	22279 - 116th Avenue	1,644.40
Yennadon Youth Association	23461 - 132nd Avenue	2,605.09

Churches

Apostles Infinite Love, Canada	27289 - 96th Avenue	1,453.34
B.C. Conference of the Mennonite Brethren Churches Inc.	20450 Dewdney Trunk Road	13,665.05
Burnett Fellowship Baptist Church	20639 - 123rd Avenue	3,524.89
Christian & Missionary Alliance - Canadian Pacific District	20399 Dewdney Trunk Road	3,304.31
Christian Reformed Church of Maple Ridge B.C.	20245 Dewdney Trunk Road	5,267.92
Church of the Nazarene	21467 Dewdney Trunk Road	3,791.21
First Church Christ Scientist	11916 - 222nd Street	549.95
High Way Church	21746 Lougheed Highway	3,015.88
Lord Bishop of New Westminster (St. John Evangelical)	27123 River Road	2,316.38
M.R. Baptist Church	22155 Lougheed Highway	17,887.13
Parish of St. George, Maple Ridge	23500 Dewdney Trunk Road	2,938.66
Pentecostal Assemblies of Canada	11756 - 232nd Street	7,592.92
President of Lethbridge Stake (Mormon Church)	11750 - 207th Street	2,897.68
Pt. Hammond United Church	11391 Dartford Street	806.22
Roman Catholic Archbishop of Vancouver Church	20285 Dewdney Trunk Road	5,402.64
Roman Catholic Archbishop of Vancouver Church	22561 - 121st Avenue	3,584.27
Ruskin Gospel Church	28304 - 96th Avenue	1,472.23
St. John the Divine Anglican Church	21299 River Road	1,962.33
St. Pauls Evangelical Lutheran Church of Haney B.C.	12145 Laity Street	2,637.57
Timberline Ranch	22351 - 144th Avenue, #101	1,987.11
Trustees of St. Andrews Congregation of the United Church of Canada	22165 Dewdney Trunk Road	4,149.08
Trustees of the Congregation of the Haney Presbyterian Church	11858 - 216th Street	3,346.59
Trustees of the Congregation of Whonnock United Church	272nd Street	360.77
Trustees of the Maple Ridge East Congregation of Jehovah's	11770 West Street	2,678.48
Trustees of Webster's Corner United Church	25102 Dewdney Trunk Road	1,195.22
United Church of Canada	27079 River Road	626.96
Whonnock United Church	27091 River Road	1,258.22
Wildwood Fellowship Church	10810 - 272nd Street	1,441.30

Schools

Haney - Pitt Meadows Christian School Association	12140 - 203rd Street	4,741.92
Meadowridge School Society	12224 - 240th Street	<u>5,405.47</u>

Total taxes forgone for 2004 through permissive exemptions **\$313,181.92**



Assessment/Taxation Comparative Statistics

	2004	2003	2002	2001	2000	1994
Assessment for General Taxation ⁽¹⁾						
Land	\$3,816,782,967	\$3,157,399,417	\$2,893,505,637	\$2,834,911,228	\$2,823,385,835	\$2,431,752,416
Less: Exempt Land	<u>370,583,656</u>	<u>327,780,953</u>	<u>316,593,785</u>	<u>292,129,201</u>	<u>287,544,803</u>	<u>254,931,459</u>
Net Land Assessment	\$3,446,199,311	\$2,829,618,464	\$2,576,911,852	\$2,542,782,027	\$2,535,841,032	2,176,820,957
Improvements	\$2,964,271,091	\$2,829,346,041	\$2,471,475,641	\$2,406,777,940	\$2,358,152,690	\$1,690,059,045
Less: Exempt Imp & Utilities	<u>345,286,474</u>	<u>315,123,146</u>	<u>309,294,304</u>	<u>314,353,484</u>	<u>295,146,705</u>	<u>191,354,930</u>
Net Improvement Assessment	\$2,618,984,617	\$2,514,222,895	\$2,162,181,337	\$2,092,424,456	\$2,063,005,985	\$1,498,704,115
Total Taxable Assessment	\$6,065,183,928	\$5,343,841,359	\$4,739,093,189	\$4,635,206,483	\$4,598,847,017	\$3,675,525,072
Assessment for School Taxation ⁽¹⁾						
Total Taxable Assessment	\$6,024,123,753	\$5,321,328,859	\$4,704,437,907	\$4,590,475,481	\$4,549,936,383	\$3,642,288,194
General & Debt Tax Rates (per \$1,000) ⁽²⁾						
Residential	\$ 4.5388	\$ 4.8354	\$ 5.1622	\$ 4.9791	\$ 4.6996	\$ 4.0460
Utilities	40.0000	40.0000	39.9999	40.0000	40.0000	24.9050
Industrial	55.7501	52.3140	47.8372	46.0814	42.8297	36.2840
Business/Other	14.0547	13.6855	13.0083	12.6073	12.0041	12.3110
Seasonal/Recreational	11.3809	10.8809	10.2821	9.8114	9.2973	7.8860
Farm	16.1870	15.6020	14.9770	14.4850	13.8453	10.7080
School Tax Rate (per \$1,000) ⁽¹⁾						
Residential	\$ 3.3732	\$ 3.6727	\$ 3.9475	\$ 3.9122	\$ 3.9076	\$ 3.9574
Utilities	15.0000	15.0000	15.0000	15.0000	15.0000	15.2000
Industrial	12.5000	12.5000	12.5000	12.5000	12.5000	12.7000
Business/Other	9.9000	9.9000	9.9000	9.9000	9.9000	10.2000
Seasonal/Recreational	4.5000	4.5000	4.5000	4.5000	4.5000	4.0000
Farm	6.8000	6.8000	6.8000	6.8000	6.8000	6.9000
Residential Tax Rate (per \$1,000) ⁽²⁾						
General (incl. Reg. Library)	\$ 4.4899	\$ 4.7824	\$ 5.1038	\$ 4.9087	\$ 4.6256	\$ 3.9150
Debt	.0489	.0530	.0584	.0704	.0740	.1310
Transit Authority (GVTA)	.2725	.2874	.2874	.2095	.2096	—
Local School Levy	3.3732	3.6727	3.9475	3.9122	3.9076	3.9574
Regional Hospital	—	—	—	—	—	.2957
Regional District	.1041	.1038	.1083	.1109	.1113	.0456
Regional Parks/911	—	—	—	—	—	.0756
Municipal Finance Authority	.0003	.0003	.0003	.0003	.0003	.0003
B.C. Assessment Authority	<u>.1057</u>	<u>.1159</u>	<u>.1245</u>	<u>.1267</u>	<u>.1271</u>	<u>.1289</u>
	\$ 8.3973	\$ 9.0155	\$ 9.6302	\$ 9.3387	\$ 9.0555	\$ 8.5495
Utilities & Penalties						
Current Years Levy	\$73,408,051	\$69,738,023	\$65,465,815	\$63,057,918	\$60,601,071	\$45,460,836
Per Capita	\$ 1,043	\$ 1,007	\$ 955	\$ 998	\$ 925	\$ 819
Collections	\$71,248,685	\$67,185,946	\$62,796,422	\$61,689,009	\$59,280,901	\$44,350,780
Percent of Levy	97.06%	96.34%	95.92%	97.83%	97.82%	97.56%
Gross Tax Collections	\$74,276,472	\$70,208,081	\$66,238,488	\$63,248,661	\$60,720,312	\$45,712,639
Percent of Current Levy	101.18%	100.67%	101.18%	100.30%	100.20%	100.55%
Taxes Outstanding	\$ 2,951,152	\$ 3,472,125	\$ 1,896,348	\$ 2,748,666	\$ 2,574,299	\$ 1,701,755

Note:

¹ Effective in 1983, actual value assessments were used in determining tax levies for general Municipal purposes and effective in 1984 for School purposes, pursuant to the policy of the Province of British Columbia.

² Variable tax rates were established in 1983 for different classes of property pursuant to the policy of the Province of British Columbia for Municipal Government services and 1984 for all other Government Levies.



Property Assessments & Tax Rates

By Property Class

	<u>Residential</u>	<u>Utilities</u>	<u>Major Industrial</u>	<u>Light Industrial</u>	<u>Business Other</u>	<u>Seasonal Recreational</u>	<u>Farm</u>
Analysis of 2004 Taxable Values							
For General Purposes (\$ in 1,000's)	\$5,538,063	\$8,872	\$10,090	\$71,627	\$429,649	\$1,151	\$5,732
Percentage of Taxable Values	91.31%	.15%	.17%	1.18%	7.09%	.02%	.08%
Percentage of General Taxation	74.19%	3.18%	1.16%	3.15%	18.11%	.03%	.18%

Analysis of 2004 Rates (Per \$1,000)

General	4.2492	37.6888	51.5599	13.2910	13.1488	10.6428	15.1430
Debt	.0489	.4449	.5961	.1537	.1512	.1225	.1740
Library	.2407	1.8663	3.5941	1.0403	.7547	.6156	.8700
School	3.3732	15.0000	12.5000	9.9000	9.9000	4.5000	6.8000
B.C. Assessment Authority	.1057	.5424	.5424	.2959	.2959	.1057	.1057
Municipal Finance Authority	.0003	.0005	.0005	.0005	.0001	.0002	.0002
Regional District & 911 Emergency	.1041	.3644	.3539	.3539	.2550	.1041	.1041
Transit Authority	.2752	2.3377	2.2725	2.2725	1.6360	.2752	.2752

Note:

1. Properties are categorized into 9 different classes for assessment and taxation purposes.
2. The District of Maple Ridge has no properties within classes 3 (Forestry) and 7 (Tree Farm).



Revenue & Expenditures

Last Five Fiscal Years Comparison

Revenue

	2004	2003	2002	2001	2000
Property Taxes	\$36,240,565	\$34,149,649	\$30,511,714	\$29,637,279	\$29,151,108
Fees	19,530,683	19,830,112	17,646,073	15,520,406	14,913,799
Investment Income	1,817,278	1,992,935	1,867,976	2,283,248	2,294,247
Developer Contributions	17,246,981	7,161,091	4,341,039	6,574,049	14,915,662
Other Government Transfers	4,097,801	2,683,433	3,705,759	2,035,959	4,007,009
Other Proceeds	<u>6,937,442</u>	<u>2,577,362</u>	<u>2,977,216</u>	<u>2,433,396</u>	<u>1,779,692</u>
	<u>\$85,870,750</u>	<u>\$68,394,582</u>	<u>\$61,049,777</u>	<u>\$58,484,337</u>	<u>\$67,061,517</u>

Expenditures

	2004	2003	2002	2001	2000
<u>Analysis by Function</u>					
Protective Services	\$15,934,006	\$13,371,096	\$13,054,780	\$10,615,809	\$10,799,688
Transportation Services	15,215,400	7,967,189	8,768,917	8,547,740	9,468,587
Recreation and Cultural	16,369,202	16,342,241	26,253,448	24,866,056	27,403,512
Sewer and Water Utilities	13,304,971	11,948,434	11,343,504	10,034,204	11,252,276
General Government Services	28,331,512	8,228,031	8,225,042	8,865,297	8,726,522
Other Services	2,373,210	2,354,179	2,160,444	1,852,946	2,386,870
Internal Cost Reallocations	(1,720,420)	(1,519,794)	(1,222,229)	(1,301,348)	(1,233,073)
Contributed Subdivision Infrastructure	<u>9,533,012</u>	<u>4,849,407</u>	<u>1,663,909</u>	<u>3,629,494</u>	<u>6,741,247</u>
	<u>\$99,340,893</u>	<u>\$63,540,783</u>	<u>\$70,247,815</u>	<u>\$67,110,198</u>	<u>\$75,545,629</u>

Analysis by Object

Goods and Services	\$67,385,502	\$36,709,464	\$47,467,142	\$44,804,134	—
Wages and Salaries	19,666,718	18,919,903	18,687,962	16,772,339	—
Interest and Financing Fees	2,755,660	3,062,009	2,428,802	1,904,231	—
Contributed Subdivision Infrastructure	<u>9,533,012</u>	<u>4,849,407</u>	<u>1,663,909</u>	<u>3,629,494</u>	—
	<u>\$99,340,893</u>	<u>\$63,540,783</u>	<u>\$70,247,815</u>	<u>\$67,110,198</u>	

Note:

1. Reporting was changed in 2001 – 2002
2. The comparative analysis by object costs were not available for 1998 – 2000



Capital Assets Acquired

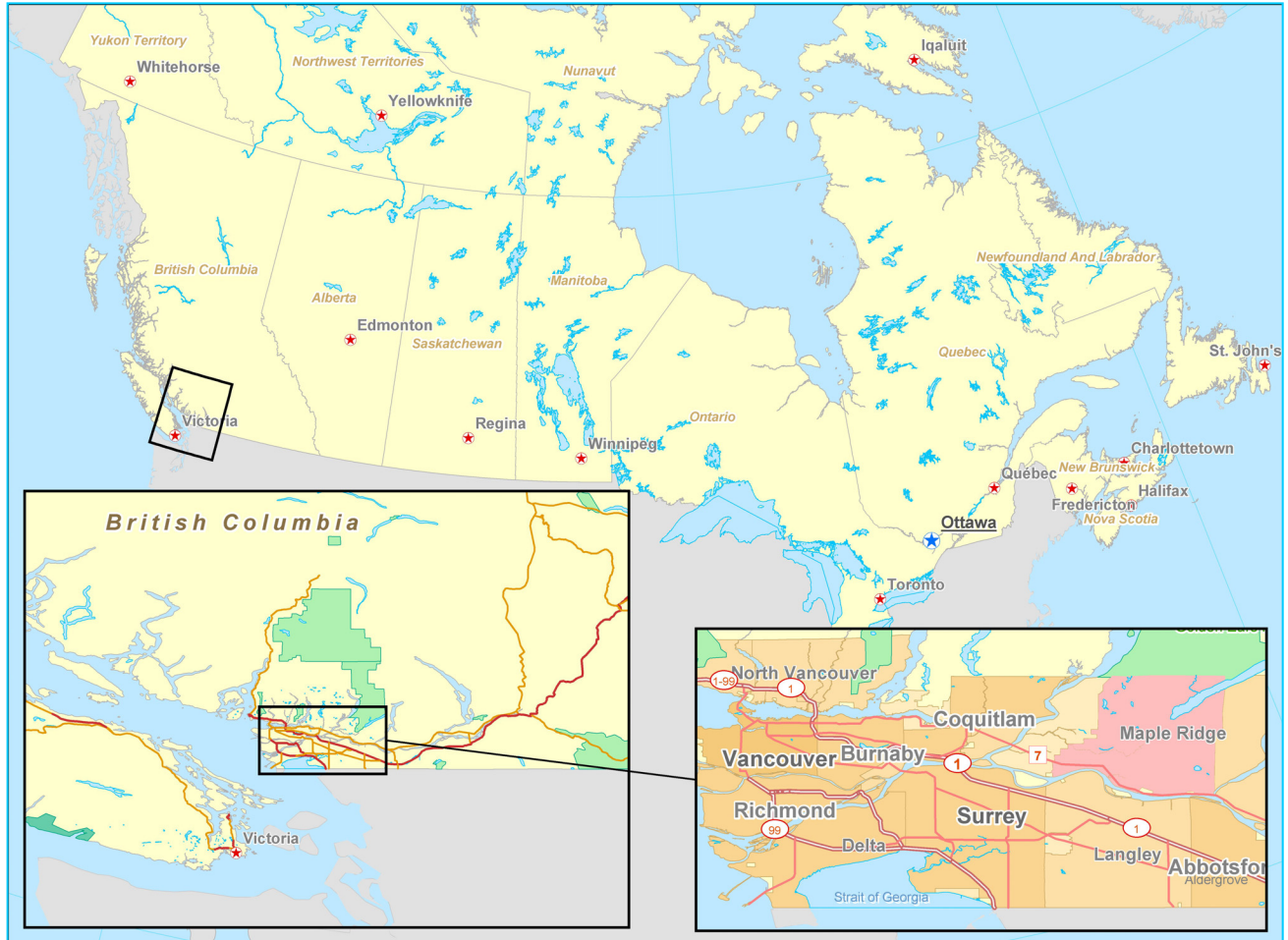
Last Five Fiscal Years Comparison

	2004	2003	2002	2001	2000
<u>Capital Acquisitions</u>					
General Government	\$13,242,946	\$ 1,674,938	\$ 1,678,837	\$ 3,114,551	\$ 2,998,545
Transportation	9,326,645	2,589,050	3,677,744	3,674,356	4,723,382
Parks and Recreation	3,106,567	2,243,117	14,486,206	16,457,033	19,813,172
Protective Services	1,371,699	365,683	781,353	106,972	192,868
Public Health and Other	5,375	189,196	—	5,705	603,925
Sanitary Sewer & Waterworks	3,093,844	2,523,004	2,332,398	1,608,854	2,963,518
Subdivision Infrastructure	<u>9,533,012</u>	<u>4,849,407</u>	<u>1,663,909</u>	<u>3,629,494</u>	<u>6,741,247</u>
Total Capital Acquisitions	<u>\$39,680,088</u>	<u>\$14,434,395</u>	<u>\$24,620,447</u>	<u>\$28,596,965</u>	<u>\$38,036,657</u>
<u>Source of Financing</u>					
Revenue Funds	\$ 812,881	\$ 2,318,453	\$ 1,717,843	\$ 2,543,160	\$ 1,694,958
Reserve Funds	8,593,056	4,180,949	5,148,182	6,578,254	14,476,455
Contributed Assets	10,677,566	5,848,693	2,905,648	4,322,718	8,292,481
Long Term Debt	11,877,554	—	11,095,834	13,922,339	—
Grants	1,551,330	1,129,375	2,639,864	(133,368)	2,309,389
Development Fees & Other	<u>6,167,701</u>	<u>956,925</u>	<u>1,113,076</u>	<u>1,363,862</u>	<u>6,050,351</u>
Total Financing	<u>\$39,680,088</u>	<u>\$14,434,395</u>	<u>\$24,620,447</u>	<u>\$28,596,965</u>	<u>\$38,036,657</u>

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District of Maple Ridge



The District of Maple Ridge lies on the north shore of the Fraser River,
45 km east of the City of Vancouver

The Corporation of the
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