

City of Maple Ridge

COUNCIL WORKSHOP AGENDA

February 22, 2016

10:00 a.m.

Blaney Room, 1st Floor, City Hall

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

REMINDERS

February 22, 2016

Closed Council

following Workshop

February 23, 2016

Council Meeting

7:00 p.m.

1. ***ADOPTION OF THE AGENDA***

2. ***MINUTES***

2.1 Minutes of the February 15, 2016 Council Workshop Meeting

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

4. ***MAYOR AND COUNCILLORS' REPORTS***

5. ***UNFINISHED AND NEW BUSINESS***

5.1 **Interim Shelter Update**

Verbal presentation by Greg Richmond, Executive Director and Sean Speer, Director, RainCity Housing and Support Society

5.2 **Albion Community Centre Concept Plan**

Presentation by Paul Fast, HCMA Architecture + Design

5.3 Parks, Recreation and Culture Infrastructure Update

Staff report dated February 22, 2016 recommending the endorsement of the next steps in development of an overall program for the development of parks, recreation and culture amenities.

5.4 Albion Flats Area Plan - Land Use Planning Workshop

Staff report dated February 22, 2016 providing information for the preparation for the land use planning workshop for the Albion Flats Area Plan.

5.5 Child Care Major Capital Funding

Staff report dated February 22, 2016 recommending that staff be directed to prepare an application for Child Care Major Capital Funding for a multi-age childcare centre to be included in the design of the Albion Community Centre.

5.6 Council Priorities – Approach

Staff report dated February 22, 2016 recommending that the approach to establishing Council's priorities be implemented as described.

6. *CORRESPONDENCE*

The following correspondence has been received and requires a response. Staff is seeking direction from Council on each item. Options that Council may consider include:

- a) Acknowledge receipt of correspondence and advise that no further action will be taken.*
- b) Direct staff to prepare a report and recommendation regarding the subject matter.*
- c) Forward the correspondence to a regular Council meeting for further discussion.*
- d) Other.*

Once direction is given the appropriate response will be sent.

6.1 Alouette River Management Society ("ARMS") – Project Proposal

E-mail dated February 14, 2016 from Greta Borick-Cunningham, Executive Director, ARMS requesting a letter of support for an application by ARMS to the Pacific Salmon Foundation Community Salmon Program for funding for a project proposed for the 232 Street Off-Channel near the South Alouette River.

6.2 Upcoming Events

Date: April 13, 2016 Exploring Substance Use & Addictions – Clarke Foundation
Time: 1:30 p.m. Theatre
Organizer: District of Mission

7. ***BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL***

Links to member associations:

- Union of British Columbia Municipalities (“UBCM”) Newsletter *The Compass*
 - <http://www.ubcm.ca/EN/main/resources/past-issues-compass/2016-archive.html>
- Lower Mainland Local Government Association (“LMLGA”)
 - <http://www.lmlga.ca/>
- Federation of Canadian Municipalities (“FCM”)
 - <https://www.fcm.ca/>

8. ***MATTERS DEEMED EXPEDIENT***

9. ***ADJOURNMENT***

Checked by: _____
Date: _____

Rules for Holding a Closed Meeting

A part of a council meeting may be closed to the public if the subject matter being considered relates to one or more of the following:

- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- (b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;
- (c) labour relations or employee negotiations;
- (d) the security of property of the municipality;
- (e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure might reasonably be expected to harm the interests of the municipality;
- (f) law enforcement, if the council considers that disclosure might reasonably be expected to harm the conduct of an investigation under or enforcement of an enactment;
- (g) litigation or potential litigation affecting the municipality;
- (h) an administrative tribunal hearing or potential administrative tribunal hearing affecting the municipality, other than a hearing to be conducted by the council or a delegate of council
- (i) the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (j) information that is prohibited or information that if it were presented in a document would be prohibited from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;
- (k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;
- (l) discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report]
- (m) a matter that, under another enactment, is such that the public may be excluded from the meeting;
- (n) the consideration of whether a council meeting should be closed under a provision of this subsection of subsection (2)
- (o) the consideration of whether the authority under section 91 (other persons attending closed meetings) should be exercised in relation to a council meeting.
- (p) information relating to local government participation in provincial negotiations with First Nations, where an agreement provides that the information is to be kept confidential.

COUNCIL WORKSHOP MINUTES

February 15, 2016

The Minutes of the City Council Workshop held on February 15, 2016 at 10:00 a.m. in the Blaney Room of City Hall, 11995 Haney Place, Maple Ridge, British Columbia for the purpose of transacting regular City business.

PRESENT

Elected Officials

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

Appointed Staff

E.C. Swabey, Chief Administrative Officer
P. Gill, General Manager Corporate and Financial Services
F. Quinn, General Manager Public Works and Development Services
C. Marlo, Manager of Legislative Services
Other Staff as Required
L. Benson, Manager of Sustainability and Corporate Planning
M. Chorobik, Research Technician
R. McNair, Manager of Bylaws and Licences
C. Carter, Director of Planning
F. Armstrong, Manager of Corporate Communications

Note: These minutes are posted on the City Web Site at www.mapleridge.ca

1. *ADOPTION OF THE AGENDA*

The agenda was adopted as circulated.

2. *MINUTES*

2.1 Minutes of the February 1, 2016 Council Workshop Meeting

R/2015-081

It was moved and seconded

That the minutes of the Council Workshop Meeting of February 1, 2016 be adopted as circulated.

CARRIED

2.2 Minutes of Meetings of Committees and Commissions of Council

- Agricultural Advisory Committee – November 26, 2015
- Community Heritage Commission – January 11, 2016
- Public Art Steering Committee – November 24, 2015

R/2016-082

It was moved and seconded

That the minutes of the November 26, 2015 Agricultural Advisory Committee, the January 11, 2016 Community Heritage Commission and the November 24, 2015 Public Art Steering Committee be received.

CARRIED

2.3 Business Arising from Committee Minutes – Nil

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

Note: Item 4 was dealt with following Item 6.1

4. *MAYOR'S AND COUNCILLORS' REPORTS*

Councillor Speirs

Councillor Speirs attended meetings of the Agricultural Advisory Committee and the Metro Vancouver Utilities Committee.

Councillor Duncan

Councillor Duncan thanked Council members for their participated in Eating Healthy Week.

Councillor Robson

Councillor Robson provided an update on Syrian refugees in the community.

Councillor Masse

Councillor Masse attended a Metro Vancouver Climate Change Committee meeting, a Minister's Dinner event hosted by the BC Economic Development Association and a community workshop for an elementary school and community centre in Albion.

Councillor Bell

Councillor Bell advised that she continues to receive feedback on hospital parking and letters to the newspaper. She also advised that the petition for increased ambulance service for Maple Ridge has over 10,000 signatures.

Mayor Read

Mayor Read advised that information was coming from the Province pertaining to the decision on the placement of additional ambulances. She provided an update on the Metro Vancouver Housing Committee meeting,

Councillor Shymkiw

Councillor Shymkiw attended a Minister's Dinner event hosted by the BC Economic Development Association, the St. Patrick's School's annual Literacy Day and meetings of the Open Government Task Force, the Pitt Meadows Airport Society, the Metro Vancouver Parks Committee and the Maple Ridge Parks & Leisure Services Commission. He also attended a meeting with former members of the Economic Advisory Committee and met with Division of Family Practice. Councillor Shymkiw also met with the Chair and the Vice Chair of the Maple Ridge Pitt Meadows Chamber of Commerce.

5. *UNFINISHED AND NEW BUSINESS*

5.1 Energy and Climate Presentation – Metro Vancouver

- Allan Neilson, General Manager, Planning, Policy and Environment, Metro Vancouver
- Roger Quan – Director, Air Quality and Climate Change
- Elisa Campbell – Director, Regional Planning
- Jason Emmert – Air Quality Planner

The representatives from Metro Vancouver gave a PowerPoint presentation that provided an overview of Metro Vancouver's energy and climate change initiatives and the role of municipal government.

The Manager of Sustainability and Corporate Planning and the Research Technician gave a PowerPoint presentation providing information on the City's energy and emissions initiatives.

Note: Item 5.4 was dealt with prior to Item 5.2

5.2 Remedial Action for the Removal of a Garage located at 12061 Laity Street

Staff report dated February 15, 2016 recommending that garage at 12061 Laity Street, Maple Ridge BC be declared a hazardous condition and must be demolished by the owner no later than thirty days of receiving notice of a resolution of Council.

R/2016-083

It was moved and seconded

- 1. That the garage at 12061 Laity St., Maple Ridge, BC, legally described as PID 006-199-704, Lot 130 District Lot 242 Group 1 New Westminster District Plan 47517 be declared a hazardous condition within the meaning of paragraph 73 1 (a) of the Community Charter;**
- 2. That the Owner must, no later than thirty (30) days after receiving a copy of this resolution, demolish the dilapidated and unsafe garage.**

CARRIED

5.3 Community Hall Meeting Options

Staff report dated February 15, 2016 providing information on options for holding community hall meetings.

The Manager of Legislative Services reviewed the report.

R/2016-084

It was moved and seconded

That the invitation from the Thornhill Community Executive be deferred to allow the Mayor to further investigate options for meeting with their association.

CARRIED

5.4 Pitt Meadows Airport Society

Staff report dated February 15, 2016 providing background information on the history of the Pitt Meadows Regional Airport and the role that the Cities of Maple Ridge and Pitt Meadows play in its governance.

The Manager of Legislative Services reviewed the report.

Note: The meeting was recessed at 12:35 p.m. and reconvened at 2:23 p.m.
Councillor Masse was not in attendance when the meeting was reconvened.

6. ***CORRESPONDENCE***

6.1 **Upcoming Events**

Date: February 19, 2016 Time: 6:00 p.m.	Event: Blue Heron Gallery Official Opening, Osprey Village, 105-10996 Barnston View Road, Pitt Meadows Organizer: Blue Heron Gallery
Date: February 27, 2016 Time: 6:00 p.m.	2015 Business Excellence Awards Gala, SKY Hanger, 170 – 18799 Airport Way, Pitt Meadows Organizer: Maple Ridge Pitt Meadows Chamber of Commerce
Date: March 10, 2016 Time: 9:00 a.m.	Healthy Communities: Moving Upstream for Greater Impact, University of the Fraser Valley, 33884 King Road, Abbotsford Organizer: Fraser Health
Date: April 6, 2016 Time: 6:00 p.m.	Bowl for Kids Sake, Rev's Bowling, 22730 119 Avenue, Maple Ridge Organizer: Big Brothers Big Sisters
Date: April 16, 2016 Time: 3:00 p.m.	Field Trip to North Vancouver Archives – meet at the ACT Organizer: Maple Ridge Community Heritage Commission

7. ***BRIEFING ON OTHER ITEMS OF INTEREST/QUESTIONS FROM COUNCIL***

Links to member associations:

- Union of British Columbia Municipalities (“UBCM”) Newsletter *The Compass*
 - <http://www.ubcm.ca/EN/main/resources/past-issues-compass/2016-archive.html>
- Lower Mainland Local Government Association (“LMLGA”)
 - <http://www.lmlga.ca/>
- Federation of Canadian Municipalities (“FCM”)
 - <https://www.fcm.ca/>

Note: Councillor Masse joined the reconvened meeting at 2:27 p.m.

8. *MATTERS DEEMED EXPEDIENT* – Nil

9. *ADJOURNMENT* – 2:48 p.m.

N. Read, Mayor

Certified Correct

C. Marlo, Corporate Officer

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Parks, Recreation and Culture Infrastructure Update

MEETING DATE: February 22, 2016
FILE NO:
MEETING: Workshop

EXECUTIVE SUMMARY:

Council has discussed a number of projects related to parks, recreation and culture infrastructure over the past number of weeks. This includes the rehabilitation and repair of the Maple Ridge Leisure Centre, a new aquatic facility, a community centre in Albion in conjunction with an elementary school and neighbourhood learning centre, and a prioritization process for major infrastructure projects in the Parks, Recreation and Culture Plan developed in 2010.

In addition, in response to concern expressed by Council about a lack of investment in sport and recreation infrastructure, Council was presented with a funding strategy during the 2016 – 2020 business planning presentations that could be employed if Council wishes to expedite the development of community amenities such as this.

This report provides a brief overview of the work done to date, how the projects interrelate, and next steps that staff will be taking. The purpose of this report is to ensure clarity and to provide Council with an opportunity to provide additional direction if Council feels that this is required.

RECOMMENDATIONS:

Receive for information and endorse the next steps outlined in the report titled Parks, Recreation and Culture Infrastructure Update, dated February 22, 2016.

DISCUSSION:

a) Background Context:

Parks, Recreation and Culture Master Plan

The current Parks, Recreation and Culture Master Plan (Master Plan) was completed and adopted by Council in 2010 following an extensive community consultation process. Recommendations in the Master Plan included a number of parks, recreation and culture infrastructure projects. Although this plan was adopted, Council of the day did not wish to proceed with establishing a funding source to implement major recommendations and the prioritization of these projects was therefore not completed. Major projects in the Master Plan can only proceed if a funding plan is established to accommodate them. In order to finalize a funding plan, it is necessary to confirm which recommendations Council wants to move forward as a short, medium or long-term priority.

Parks and Recreation Infrastructure Funding

Although no significant funding source was established for significant projects, a modest program was put in place in 2013 beginning with a 1/8 percent tax increase and a 1/2 percent tax increase in subsequent years. A portion of this funding was used to create a park planning technician position a number of years ago. The remaining funds have accumulated to \$520,000 so far, and are available to be applied toward future costs such as a small parks and recreation infrastructure project or toward operating costs of a new facility.

More recently, Council discussed a lack of investment in significant sports and recreation infrastructure in the lead up to the 2016 business planning process. Staff responded by bringing forward a funding strategy for parks and recreation community investments. The strategy is not currently incorporated into the 2016 - 2020 Financial Plan. Instead, it provides a recommended approach if Council wishes to expedite the development of sports and recreation infrastructure. The strategy demonstrated that Council could invest \$110M in parks, recreation and cultural amenities over the next four years with an additional tax increase of 0.75% for 2017 - 2024 and the commitment of funds currently servicing existing debt that expires in 2017. The capacity to provide for debt servicing and a substantial portion of the operating costs was included in the model, though the model would have to be refined as the list of amenities is defined. If Council wishes to proceed with a borrowing strategy such as this it will require both Ministry and elector approval.

Infrastructure Replacement Funding

In addition to only minimal funding being approved for implementation of the Master Plan, a funding deficit for the replacement of existing municipal infrastructure had accrued in Maple Ridge as in many other municipalities. To address this Council initiated a program of a 1% tax increase each year to fund infrastructure replacement projects. Although this increase in funding began in 2008, it was only in recent years that the revenue that this program generated had accumulated to an amount that would enable the City to address significant infrastructure replacement projects such as the retrofit of the Maple Ridge Leisure Centre (MRLC). The accumulation of adequate funding to tackle a major repair such as this coincided with emerging information about the MRLC such as as leaking pool tanks and major components reaching or exceeding their expected useful life expectancy, which raised the status of the MRLC repairs to a top priority.

In November 2014, Council endorsed a recommendation to use \$1.5M that had accumulated in the infrastructure reserve to fund repairs to the MRLC together with an annual allocation from the reserve over 5 years to recover the balance of the facility rehabilitation costs. Total costs were expected to be approximately \$5M had this work proceeded in 2016. The cost to rehabilitate and repair the MRLC in the future is expected to be considerably higher. However, the initial funding plan remains in place in the event that a major issue needs to be addressed in the interim.

Maple Ridge Leisure Centre

Although the Maple Ridge Leisure Centre (MRLC) is included in Council's list of infrastructure projects that are in the process of being prioritized, discussions on a retrofit to this facility began some time ago. Staff provided an update on the need for MRLC repairs to Council in July 2014. At that time, Council asked for additional information including a funding strategy for this project. This follow-up report came back to Council in November 2014, including the

financial strategy described above to use infrastructure funding to advance the project quickly so that renovations and repairs could occur in 2016.

In November 2014, Council provided direction to retain the services of an architect and mechanical engineer to complete the detailed design and tender documents for the MRLC renovations and repairs. An RFP for this work was issued in December 2014 and in February, 2015 Council gave staff direction to award the architectural design services to SHAPE Architecture Inc. AME Consulting Group Professional Engineers formed part of the design team that developed the engineered solutions. The design developed by SHAPE Architecture was subsequently approved by Council and direction was provided to tender the project.

In December, 2015, staff brought back a report with a recommendation to award the construction contract. New information gathered through the construction tender process presented in this report was that the work would necessitate a closure of the entire aquatic area for up to one year. In prior discussions with the engineer and architect involved in design development staff had anticipated that the project would be phased and would require a less lengthy closure of perhaps a few months. Council expressed concern about the impact a one year closure would have on the public and consequently deferred awarding the contract so that staff could bring back a report with more information including whether the work could be completed without such a significant closure to the aquatic facility.

The follow-up report came back to Council on December 10, 2015 and included a revised schedule that minimized the closure of the main pool tank. However, the leisure pool, hot tub and teach pool still required a one year closure. The loss of access to these areas would have a significant impact on the majority of our aquatic facility patrons. As a result of this information, Council made three decisions:

1. To collapse the tender process that was underway for the pool renovations.
2. To direct staff to bring back a report recommending a site, concept plan, public engagement process and plan that outlines the funding source and approval process for a new aquatic facility.
3. To direct staff to prepare a report that provides options on the future of the Maple Ridge Leisure Centre Facility.

The main thrust of Council's discussion was that the renovations and major repairs to the MRLC could be addressed after a second aquatic facility is open in order to significantly reduce disrupted access to aquatic services for those citizens who rely on use of the pool.

A report on options for the MRLC will be brought back to Council once a decision has been made about proceeding with a second aquatic facility. While the MRLC remains safe to use it is important that the necessary repairs are addressed in a timely manner. In addition, there is some risk that a repair issue may escalate so that it will need to be dealt with in a more urgent manner than the time it will take to construct a new aquatic facility. Staff will monitor the function of the facility and keep Council informed if new issues or concerns arise.

A New Aquatic Facility

In response to the direction that Council provided on December 10, 2015, staff brought forward reports on January 19 and February 1, 2016, to Closed Council Meetings regarding potential locations for a new aquatic facility. This responds to the first part of Council's recommendation to direct staff to bring back a report recommending a site, concept plan, public engagement process and plan that outlines the funding source and approval process for a new aquatic facility. A third report on this topic is scheduled to come to a Closed Council meeting on March 7, 2016.

Albion Community Hall

In January 2015, the City of Maple Ridge entered into a Memorandum of Understanding with School District No. 24 to conduct a joint community consultation process for an elementary school, neighbourhood learning centre, and community centre to be co-located in Albion. Council moved the consultation component of this amenity forward before completion of the prioritization process in order to capture the opportunity to work with the School Board to collaborate on developing a community vision for these amenities.

This public engagement process is well underway. The joint community consultation began with a community workshop attended by approximately 100 people on February 10, 2016 and an on-line survey that has received 216 responses to date. A draft concept plan will be brought back to a public workshop that the community has been invited to attend on February 25, 2016, and a second opportunity will be provided to input to this concept plan using an on-line survey. The final concept will then come back to Council for decision making. This investment will require borrowing and a public approval process before proceeding and operating costs will need to be planned into the budget.

Parks, Recreation and Culture Prioritization Process

Following business plan and financial plan presentations, Council proceeded with a process to prioritize key projects recommended in the Master Plan. At a Special Council Meeting on December 15, 2015, Brian Johnston led Council through a discussion to confirm Council's list of proposed infrastructure projects to be considered during this prioritization process and to define the criteria that Council will use. Following this discussion Council asked staff to work with the consultant and HCMA Architects to place the projects into "bundles" that recognize the synergies that can be gained by co-locating particular amenities. A summary of the infrastructure bundles is shown in Schedule A attached to this report, listed in no particular order.

The infrastructure bundles were brought back to a Council Workshop on January 11, 2016. Council then requested that the consultant and staff apply the criteria to the bundled facility list and this third report on this topic is expected to come to Council Workshop on March 7, 2016.

Community Engagement and Approval Processes

A comprehensive community engagement process will be undertaken once Council has confirmed a list of priorities that they wish to bring forward to the community for feedback. Once the list of priorities is defined electoral approval will also be required to approve the borrowing strategy. General information on both the community engagement and electoral

approval processes is described below, noting that a decision on a specific engagement program and approval process will be brought forward to Council further along in the planning process.

The scope of the public engagement program that will be put in place for the overall parks, recreation and culture infrastructure program will be comprehensive. It will include a number of workshops and on-line options that will make it easy for citizens to engage in providing their feedback. The goal of the public engagement program will be to ensure that citizens have ample opportunity to provide their input given the significance of the potential infrastructure projects. A communications plan will be employed to ensure that the public is fully informed about the process. Once community input is received, that information will be brought back to Council to consider when making decisions about next steps. The City will need to borrow for an investment of this size, and this will require public approval.

In addition, the community will be engaged in a planning process for each facility that Council chooses to proceed with in the lead up to the development of each project in a process that is similar to what we are currently conducting for the Albion Community Centre.

Before proceeding with long-term borrowing for a capital commitment, a loan authorization bylaw must be approved by the Inspector of Municipalities and the electors. Approval of the electors can be obtained either through the assent process or through the alternative approval process. The assent process is very similar to a local government election with advance voting opportunities and a general voting day with polling stations set up in convenient public locations. Costs would be similar to an election. In 2014, election costs were \$83,000. Under the alternative approval process Council can proceed with the bylaw if fewer than 10% of the electors submit a response form indicating that, in their opinion, Council cannot proceed without receiving assent of the electors. The cost of the alternative approval process is estimated to be under \$10,000 for the required advertising, supplies and staff time.

Next Steps

To work with Council to:

1. Complete the prioritization process for significant projects in the Parks, Recreation and Culture Master Plan.
2. To develop an implementation schedule for the priority projects.
3. To finalize the borrowing strategy and operating costs for each of the identified projects and conduct a public approval process.
4. To develop and implement a communication plan, community engagement and consultation process for the overall Parks, Recreation and Culture infrastructure program.

The above steps will develop an overall program for the development of parks, recreation and culture amenities along with an implementation schedule and electoral approval. However, a fulsome community engagement process will also be implemented for each particular amenity that is prioritized leading up to the development of each project.

b) Strategic Alignment:

The work to move forward with the development of Parks, Recreation and Culture infrastructure projects aligns with the Parks, Recreation and Cultural Plan adopted in 2010.

c) Citizen/Customer Implications:

Parks, Recreation and Cultural facilities support citizens to maintain healthy lifestyles through their participation in sport, recreation, arts, and culture in venues that allow citizens to connect with their neighbours and communities of common interest.

d) Interdepartmental Implications:

Various departments provide support to Community Development, Parks and Recreation as new facilities are developed including Planning, Engineering, Building, Clerks, Communications and Finance.

e) Business Plan/Financial Implications:

When the parks and recreation infrastructure prioritization process is complete, the resulting priority projects will need to be incorporated into both Capital and Operating Budgets. Mr. Gill, General Manager of Corporate and Financial Services presented Council with a sample strategy that could be used to invest up to \$110M in parks, recreation and cultural amenities over the next four years. However, the final funding strategy will need to be refined to fit the prioritization and implementation schedule that Council establishes.

CONCLUSIONS:

Significant emphasis has been placed on discussing parks, recreation and cultural amenities over the past number of weeks. Information provided in this report summarizes that work.

Staff will continue to work with Council to complete the prioritization of major parks, recreation and culture infrastructure projects at the March 7, 2016 Council Workshop. Once project priorities are established an implementation schedule will be developed, as will a community engagement and consultation process. Finance staff will then finalize the borrowing strategy, operating costs will be determined and included in future budgets, and the Clerks Department will support the public approval process. Council will be involved in all decisions at each step in this process.

For specific projects where planning has begun:

1. A report on potential locations for a new aquatic facility will be brought back to the March 7, 2016 Closed Council Meeting. After a site has been selected the remaining planning discussions will occur in public meetings.
2. Once Council has determined the priority and timing of a second aquatic facility, staff will bring back a report recommending how to proceed with rehabilitation and repairs to the Maple Ridge Leisure Centre.
3. The concept plan that is being developed for the Albion Community Centre will be presented to Council on February 22, 2016, and then brought back to the community for comment on February 25, 2016.

CONCLUSIONS (cont'd)

Although work has begun on the above projects, they are included in the prioritization process and implementation schedule that Council is working to develop. This larger planning process will encapsulate all of the individual initiatives that have been discussed within this report.

“Original signed by Kelly Swift”

Prepared by: Kelly Swift, General Manager,
Community Development, Parks & Recreation

“Original signed by Ted Swabey”

Concurrence: **E. C. Swabey**
Chief Administrative Officer

:ks

Attachment: Appendix A

Appendix A

Summary of Parks, Recreation and Culture Facility Bundles

Facility Bundle	Components
Multi-Use Wellness Complex	Aquatic facility, multipurpose rooms, event space, indoor track, fitness centre, and curling rink
Maple Ridge Leisure Centre	Upgrades to the mechanical, plumbing, and chlorine systems and improved accessibility
Synthetic Fields and Stadium	New synthetic fields, a covered stadium, seating and related amenities
Cultural Facility	Museum, archives, performing arts theatre space, programming and educational spaces, and a tourism information area
Active and Youth Facilities	Youth action park and active youth spaces for emerging sports
Ice Rinks	Retrofit of the third sheet of ice and the addition of a fourth sheet of ice at Planet Ice
Neighbourhood Amenities	A new Albion Community Hall, retrofit of Hammond Hall, and a recreation amenity in Silver Valley that would provide a gathering place
Farm and Agricultural Facilities	Community gardens, support for 4-H facilities and the North Fraser Therapeutic Riding Association
Trail Expansion	A destination trail amenity such as a Blue Mountain or Thornhill “Grind”
Water Play Park	Located in the downtown
Dog Parks	Three to five additional dog parks
Jackson Farm	Community consultation and development of a Master Plan to create a community vision for this parkland

City of Maple Ridge

TO: Her Worship Mayor Nicole Read
and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Albion Flats Area Plan - Land Use Planning Workshop

MEETING DATE: February 22, 2016
FILE NO:
MEETING: Workshop

EXECUTIVE SUMMARY:

In October 2015 Council endorsed the planning process to complete the Albion Flats Area Plan. The process includes a return to the 2010 charrette outcomes as a starting place to develop a revised Concept Plan for consultation and agency review, prior to preparation of the Official Community Plan amending bylaw.

The planning process includes the four phases of:

- Phase 1 – planning process initiation and Council workshop;
- Phase 2 – Concept Plan endorsement and consultation;
- Phase 3 – ALR exclusion application; and
- Phase 4 – Official Community Plan amending bylaw

A key step in Phase 1 is the land use planning workshop with Council that is designed as an opportunity for Council to identify their ideas and priorities for the Albion Flats and to provide guidance to staff for a new draft concept plan.

The attached Workshop Brief (Appendix A) provides necessary background information for Council in preparation for the land use planning workshop. Much of this information is derived from the previous 2010 planning work and includes updates where available.

RECOMMENDATION:

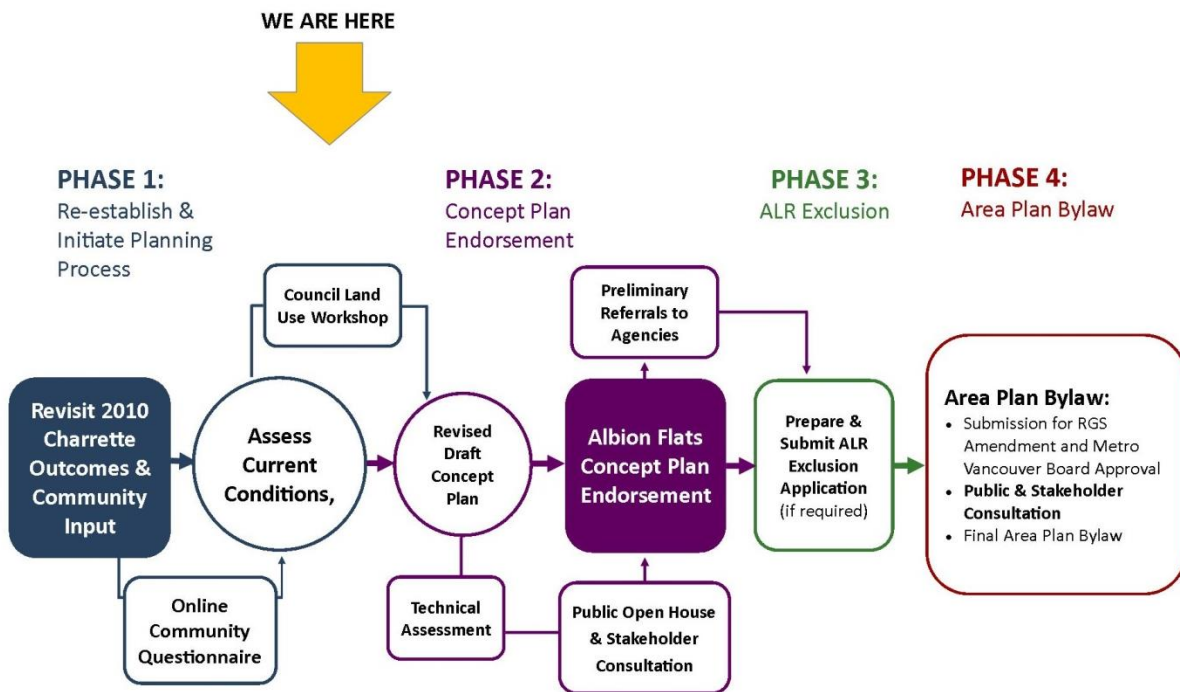
For information

DISCUSSION:

a) Background Context:

On Monday, October 5, 2015 Council endorsed a renewed planning process to complete a revised land use concept plan and Albion Flats Area Plan Bylaw. The process outlines revisiting the 2010 charrette outcomes and community stakeholder input as the basis for revising the land use concept and moving forward to complete the Area Plan Bylaw.

The Albion Flats Area Plan process is organized in the following way:



Phase 1: Re-Establish & Initiate an Area Plan Process

Phase one includes a review of previous community and stakeholder input provided, planning work completed, and an assessment of the current situation and Council's priorities for Albion Flats today. The Council Land Use Planning workshop is a key step in completing Phase 1 of the area plan process. This workshop is designed as an opportunity for staff to understand Council's priorities and work together to create the framework for a new draft concept plan.

Phase 2: Concept Plan Endorsement

Phase two works to re-draft an updated land use concept plan for Albion Flats. This will include a general concept plan, overview, and explanation of land use designations. A revised preliminary concept plan will be provided for public and stakeholder review. Feedback from this review will be used to refine and revise the draft plan prior to seeking Council endorsement and the direction to prepare an Area Plan Bylaw.

Phase 3: ALR Exclusion

Following Council's endorsement of the Albion Flats Concept Plan, Council will determine when or if the City will submit a block Exclusion application to the ALC. In previous correspondence, the ALC has indicated that they can support exclusion of lands south of 105th Avenue, with conditions related to drainage and storm water management for the lands to the north of 105th Avenue.

Phase 4: Area Plan Bylaw

An Area Plan Bylaw process will be outlined in the staff report that will seek Council's endorsement of the concept plan, including any additional consultation events and the process for a Regional Growth Strategy amendment.

b) Land Use Planning Workshop Approach:

The intent and outcomes of this workshop are to:

- Discuss and identify specific land use priorities for Albion Flats with Council, and;
- List issues and opportunities for technical review.

Council will be provided with an overview of the four 2010 charrette options and then engage in a discussion of what land uses are supported for each option.

The intent of the workshop is to create a high level framework that will be the basis for a revised draft concept plan. Recognizing this is a high level discussion, all issues and concerns will be recorded on a flip chart to be reviewed and explored in detail as part of the technical review process for a revised draft concept plan.

Following completion of the workshop, a draft concept plan (or plans) will be prepared with input from other municipal Departments on the identified technical issues, prior to presenting the draft concept plan(s) Council for further discussion.

CONCLUSIONS:

The Workshop Brief, attached as Appendix A, provides information for Council to preparation for the land use planning workshop. Much of this information is derived from the previous 2010 planning work and includes updates where available. It also contains a number of precedents and questions that outline a broad range of possibilities for consideration in the Albion Flats.

The intended outcomes of the workshop are to understand Council's ideas and priorities for the Albion Flats and to set a clear framework for a revised concept plan.

"Original signed by Jim Charlebois"

Prepared by: Jim Charlebois, MURP, MCIP, RPP
Manager of Community Planning

"Original signed by Christine Carter"

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

"Original signed by Frank Quinn"

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

"Original signed by E.C. Swabey"

Concurrence: E.C. Swabey
Chief Administrative Officer

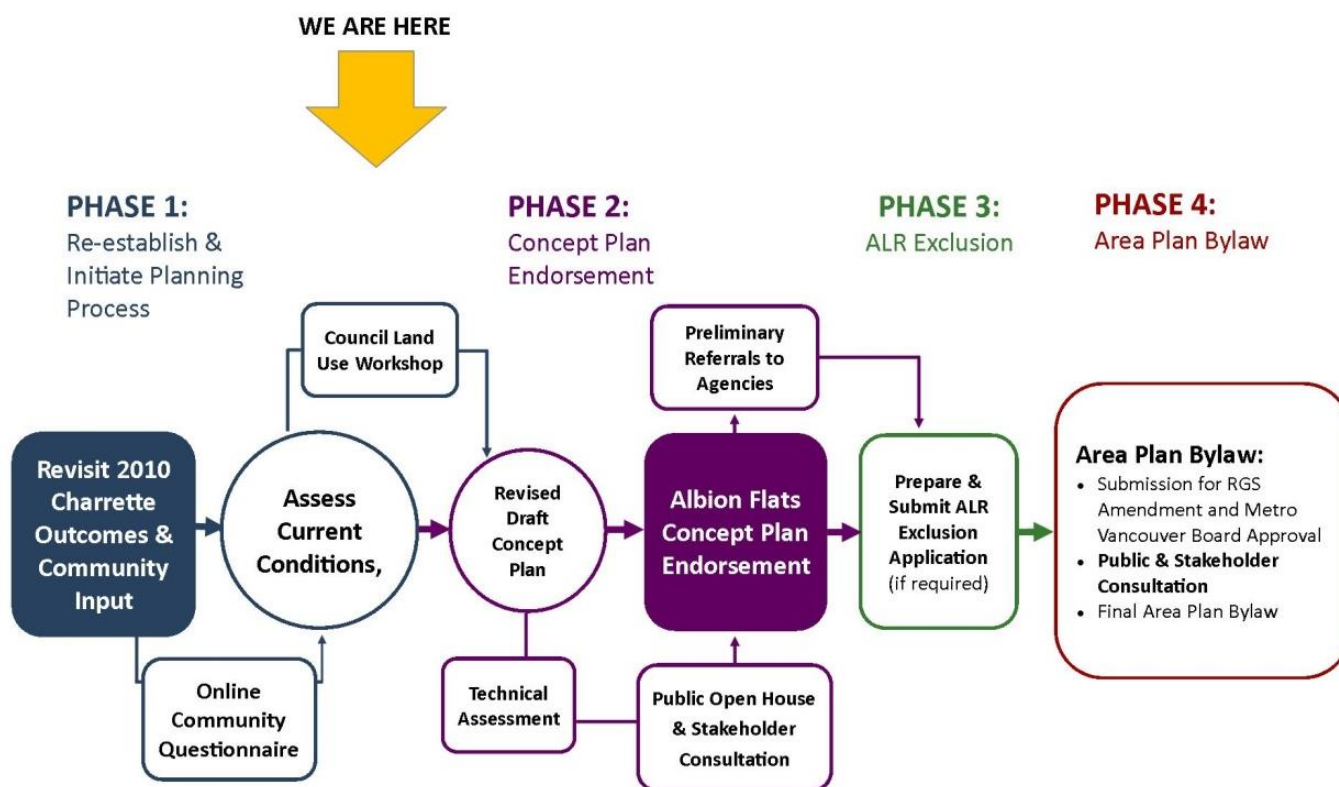
TalbionFLATS

Land Use Planning Workshop Brief
February 22, 2016



OVERVIEW

Council Land Use Planning Workshop



In October 2015 Council endorsed a planning process to complete the Albion Flats Area Plan. A key step in this process is the Council land use planning workshop. This workshop is an opportunity for staff to with Council, their priorities for the Flats and to work together to create a new draft concept plan using the 2010 Albion Flats Design Charrette outcomes as a starting point.

The Workshop Brief

This workshop brief provides necessary background information for Council in preparation for the land use planning workshop. Much of this information is derived from the previous 2010 planning work and includes updates where available.

Why a Concept Plan?

A concept plan outlines high-level ideas and future land use intent for a given planning area. Typically, a concept plan is developed to help identify issues and questions, along with an overall vision or set of land use directions. It also provides a basis for discussion with the community and stakeholders.

WORKSHOP AGENDA

10mins	Introduction: <ul style="list-style-type: none"> • Welcome • Intended outcomes <ul style="list-style-type: none"> • Discuss and identify specific land use priorities for the Albion Flats with Council; and • List items for technical review.
60 – 75 mins	Detailed Review of the 2010 Charrette & Land Use Concepts: <ul style="list-style-type: none"> • What do you like about each concept? • Summary of land use directions
OUTCOME: list of land use priorities and direction for revised draft concept plan option(s)	
10 mins	Next Steps: <ul style="list-style-type: none"> • Outline the next steps in the planning process

BACKGROUND

Official Community Plan

Current Land Use Designations within the OCP:

- *Park in the ALR*
- *Agricultural*
- *Urban Residential*
- *Institutional*
- *Commercial*
- *Conservation*

OCP Policy Framework

6-15 Maple Ridge will work with Metro Vancouver, the Greater Vancouver Sewerage and Drainage District (GVS&DD) and the Agricultural Land Commission (ALC) to determine the future of the Albion Flats in conjunction with community, Regional, and Provincial goals.

6-16 Prior to Council giving consideration to a change in land use, an extension of municipal services, or an amendment to the Urban Area Boundary, Maple Ridge will:

- I. Develop and implement a Comprehensive Strategy¹ as outlined in Section 11.1.3; and,
- II. Collaborate with Regional and Provincial authorities to complete a comparative analysis to review land use, social, economic, and environmental goals.

The Commercial and Industrial Strategy also outlines the potential for the Albion Flats to provide lands for employment uses.

¹ Comprehensive Strategy is identified to include the Agricultural Plan, Urban Area Boundary Review, Commercial & Industrial Strategy and all projects completed and endorsed.

Regional Growth Strategy

Albion Flats is considered a “Special Study Area” in the Metro Vancouver Regional Growth Strategy. This means that Metro Vancouver recognizes land use within the Albion Flats may change. To amend this designation within the Regional Growth Strategy, a Type 3 minor amendment is required. This type of amendment requires a 50% +1 weighted vote but no regional public hearing.



ALC CORRESPONDENCE HISTORY

Discussion and correspondence with the Agricultural Land Commission since the early 1990s has indicated a willingness to consider exclusions of property south of 105th Avenue. Below is a brief chronology of the history. It is important to note that while the Commission has changed over the years, the consistency of the message regarding lands in Albion Flats has not changed.

1993 – The Commission notified the City (then District) it was prepared to consider a wide range of uses within the Albion Flats area and would work with staff to determine the uses that would be permitted within the ALR; and include appropriate mitigation to address storm water run-off and uncontrolled weed growth as well as appropriate site planning standards.

1998 – The ALC excludes the Slatford site (south west corner of Slatford & 104th) and notified the City that the remaining lands in the south east portion of the Albion Flats ought to be considered for exclusion and that the City may want to consider a block exclusion for this area.

1999 – A draft land use concept plan for Albion Flats was developed and the ALC endorses this plan. The plan shows the lands to the north of 105th Ave were to remain in the ALR, the lands south include an agri-industrial area fronting Lougheed Hwy, expanded recreation and residential uses. The Commission further noted that once an agri-industrial zone was created, the Commission would consider delegating the City the authority to receive and decide the related ALC applications for subdivision and non-farm use within this portion of the area.

2000 – Council resolved for staff to bring forth an application for exclusion for consideration.

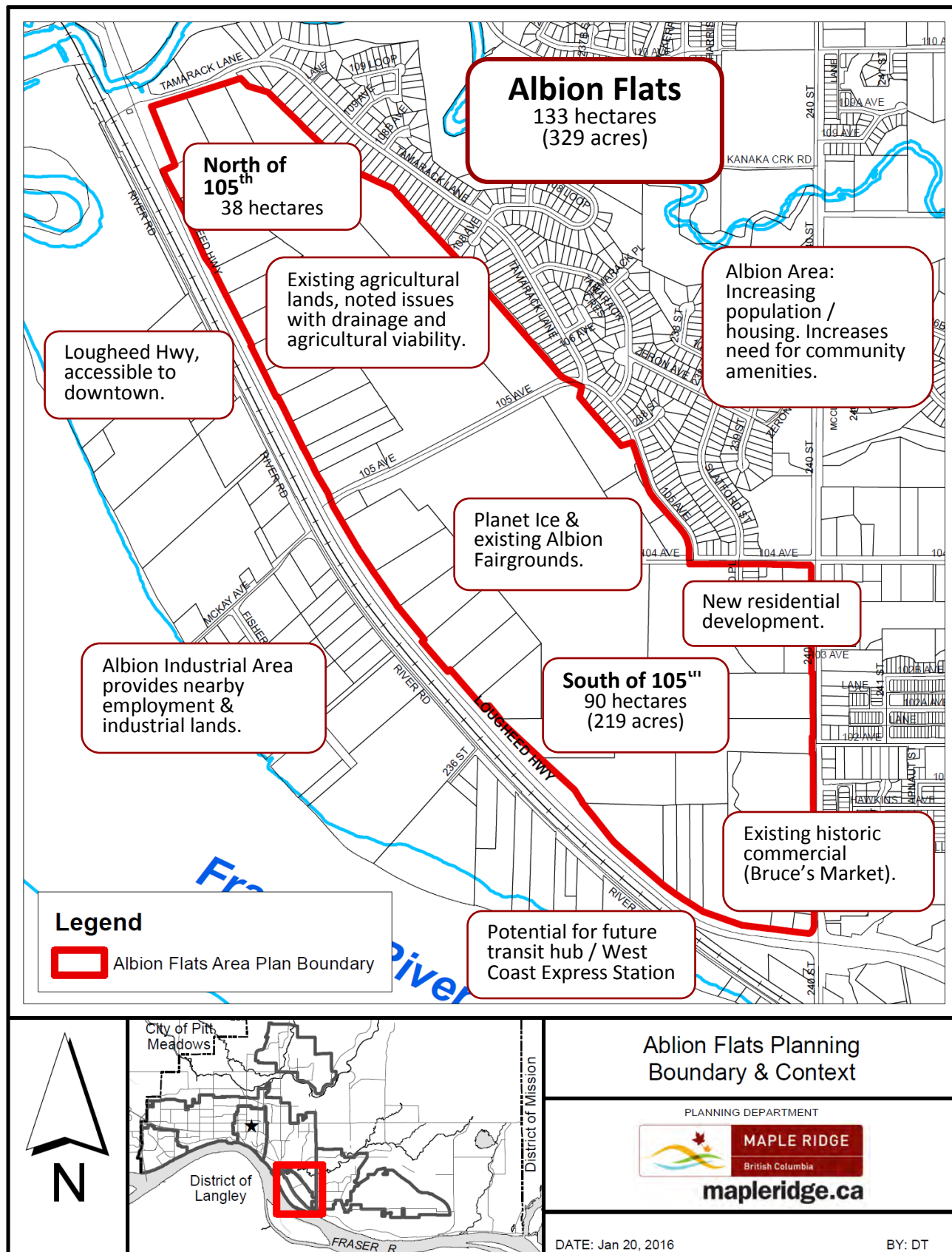
2001 – Council does not adopt the land use concept plan for Albion Flats due to outstanding issues. The concept is put on hold until after the Official Community Plan Review is completed.

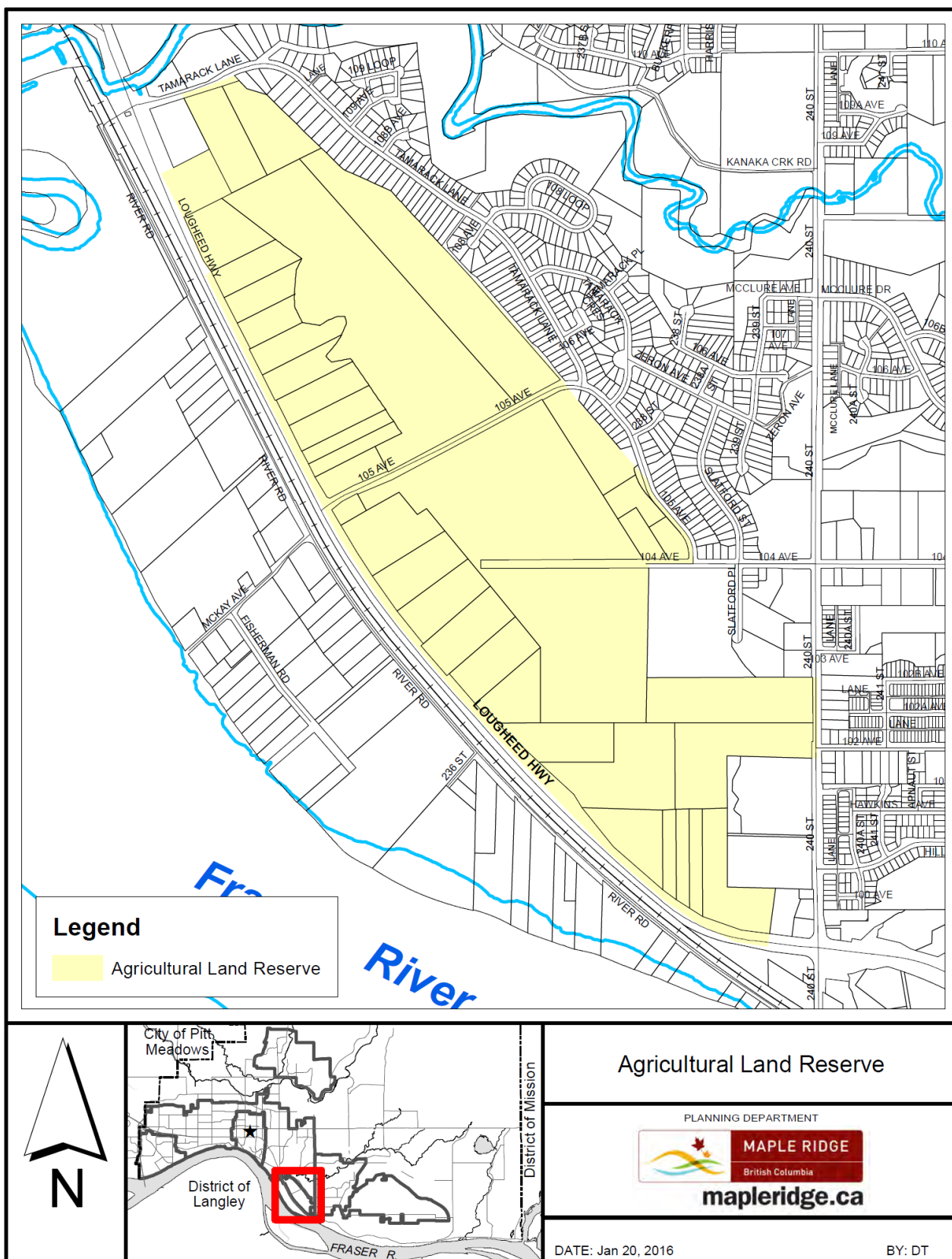
2006 – OCP adopted includes policies for land use in the Albion Flats.

2010 – Albion Flats Concept Plan Process is initiated. This includes background technical reports and stakeholder and community engagement, including a large community design charrette, producing four conceptual options for Albion Flats. Staff advises Council to forward all scenarios developed at the charrette to the ALC for comment.

2011 – Council utilizes the four concepts from the charrette to develop one blended concept plan showing the full area developed with auto-oriented shopping primarily north of 105th. This blended concept is referred to the ALC for review and comment. The ALC indicates it will not support an exclusion of lands north of 105th but will consider a block exclusion of lands south of 105th on the condition that drainage issues and agricultural viability is addressed north of 105th.

Planning Area Context

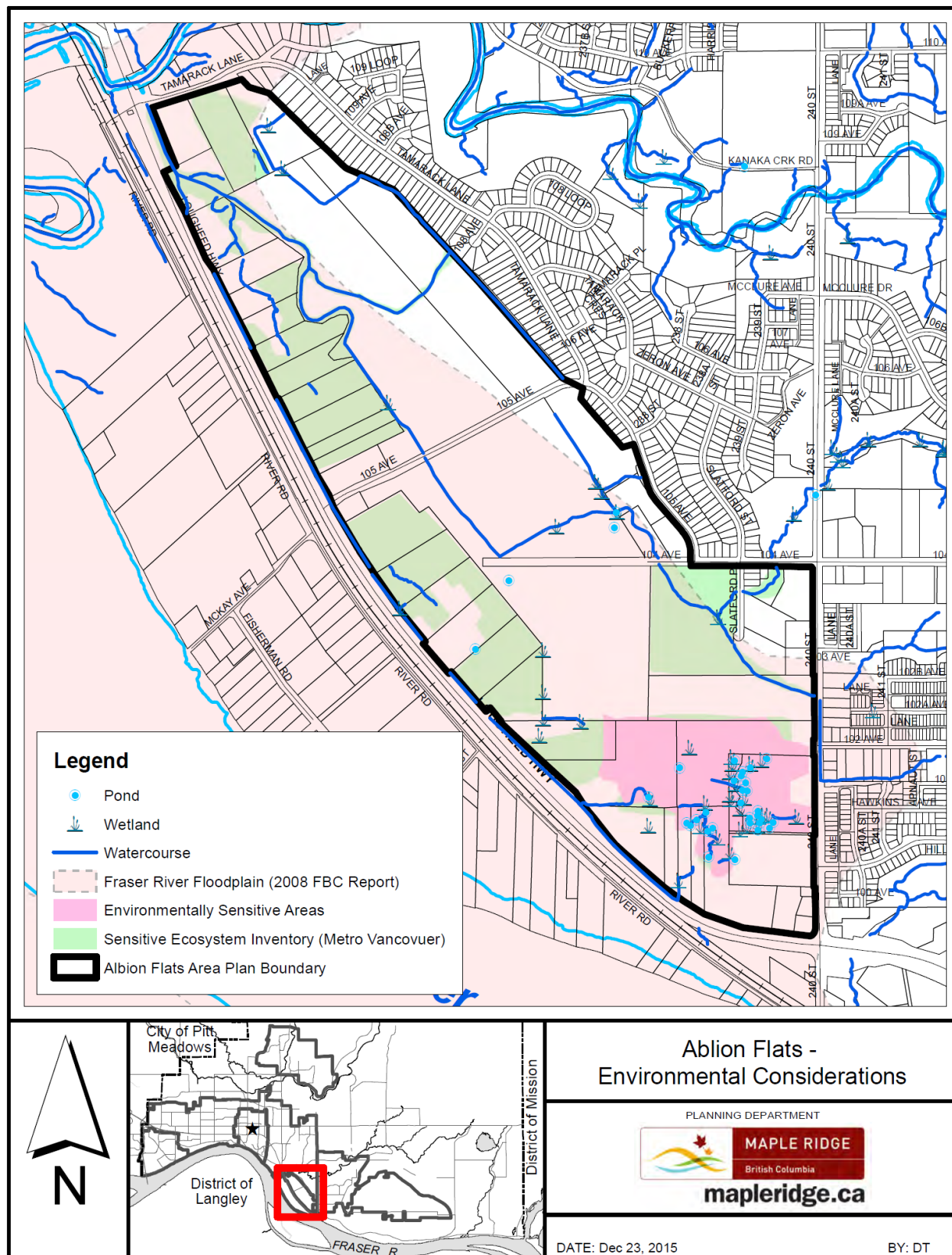


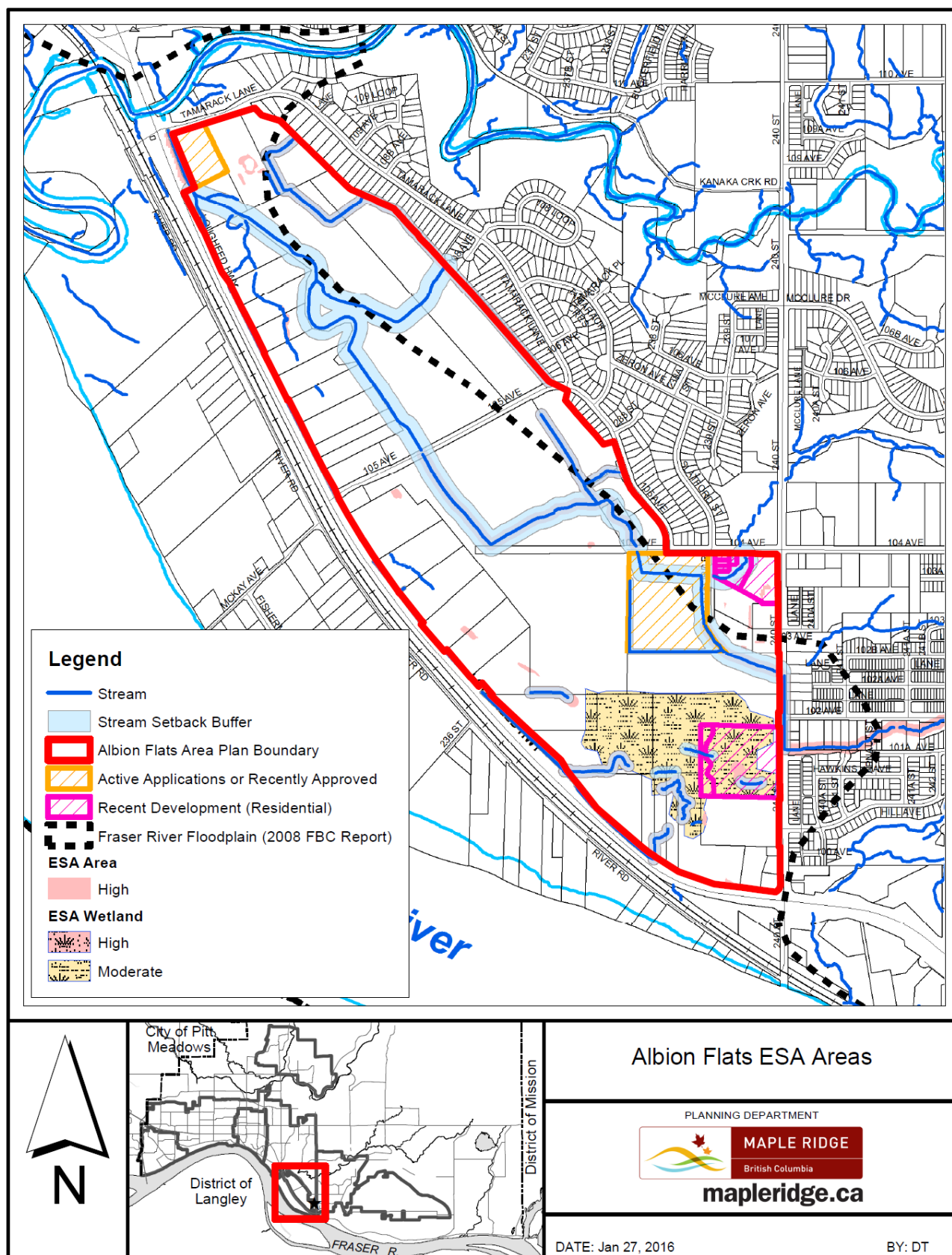






Environmental Considerations





2010 CHARRETTE & OUTCOMES

Overview

The Albion Flats Concept Plan Study was launched in 2010. The process included stakeholder meetings, a Community Forum, a two day design charrette, meeting with land owners, a public open house and charrette follow up meeting. The results of the charrette process were four land use options - two for lands north of 105th Ave and two south of 105th Ave. The following pages provide:

- an overview of each option
- the “big ideas” contained in each option, and;
- land uses within each concept.

2010 Community Input

In 2010, stakeholders and residents were concerned with the following issues:

- need for retail services and shopping opportunities in the City
- need for local jobs, but concern with the impact of employment uses in Albion Flats on the Town Centre
- expanded recreation opportunities, parks and trail connectivity
- need for better transit and a West Coast Express Station with increased development
- preservation of agricultural lands and activities
- environmental conservation of natural features and watercourses
- concern for road congestion with any new development

A recent community and stakeholder online questionnaire was launched this month to provide an update on the community’s current thinking for Albion Flats today. A summary of this input will be available for review with the next Council update.

The “Big Question” - What do you like about each land use concept option?

Consider the following questions for each option:

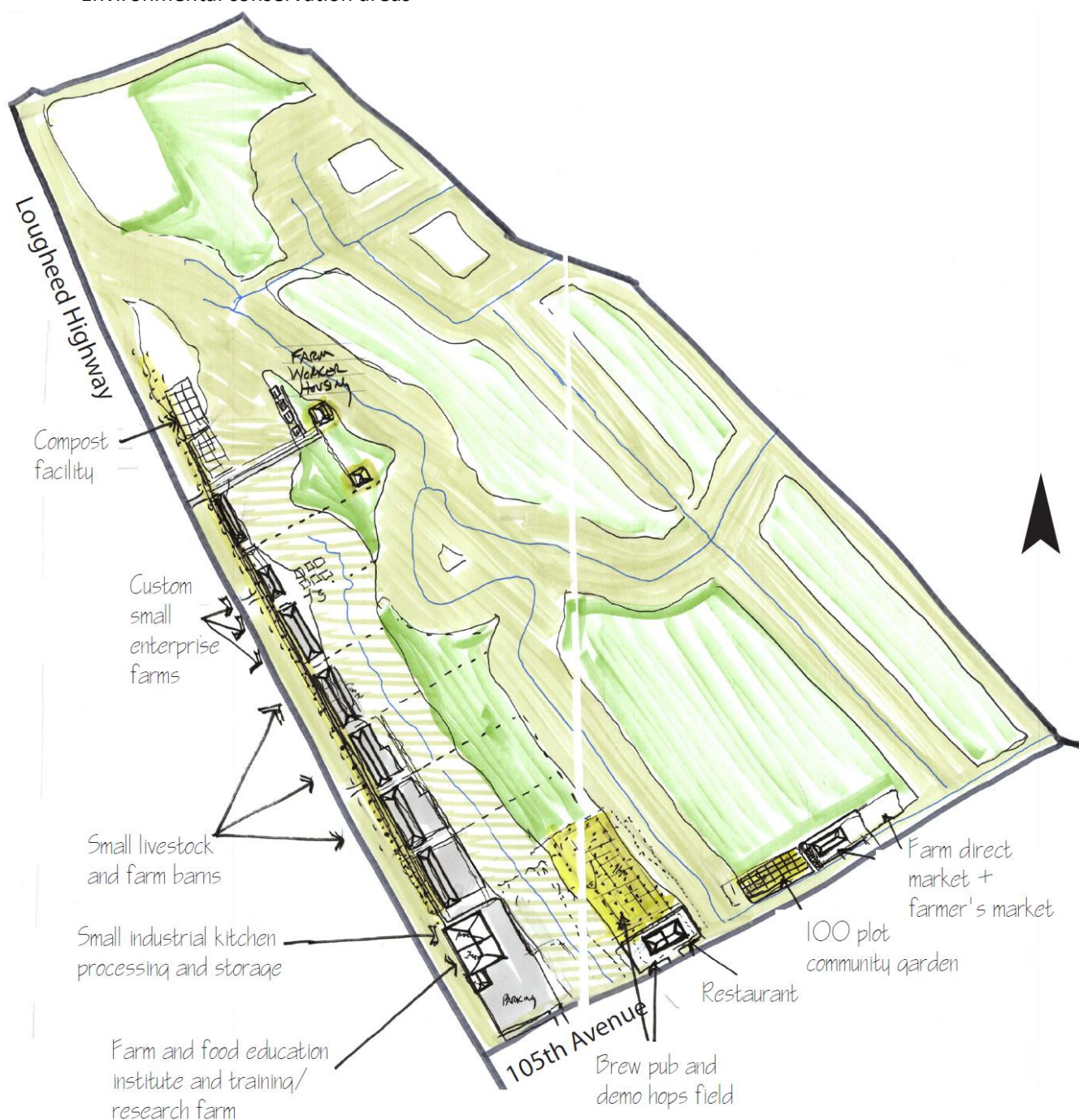
1. What do you like about each concept?
2. Are there other land uses to consider?
3. Do you think the land uses for each option are located in the best locations?
4. What other opportunities or considerations do you see?

Option 1: Agriculture

This option shows little change to the overall agricultural use of lands north of 105th Ave. However the concept adds a component of agricultural focused development with supportive commercial activity (a 'farm-food hub') along Lougheed Hwy and 105th Ave. The 'food hub' could include valued added agriculture and related commercial uses, such as farm gate markets, farm school, micro-enterprise farming, industrial community kitchen, a restaurant, brew pub, etc.

Land Uses:

- Agriculture
- Agri-Industrial
- Commercial supportive of agriculture
- Environmental conservation areas



Option 2: Auto-oriented Commercial

This concept shows a significant change of use and development of lands north of 105th Ave. as a mixed employment node, including both auto-oriented large format commercial and light industrial uses. The concept tested additional shopping opportunities in Maple Ridge.

Land Uses:

- Auto-oriented retail shopping centre
- Office / Industrial
- Habitat compensation



Concept A: Jobs and Commercial

This concept shows an assemblage of several different and somewhat discreet nodes of use including:

- two mixed employment nodes, one extending along Lougheed Hwy and one small pocket to the south towards 240th St.;
- two transit oriented mixed use residential/commercial areas along 240th St.;
- the existing Albion Fairgrounds with some minor expansion or reconfiguration of lands for recreational purpose to the east, and;
- the existing commercial corner at Lougheed Hwy and 240th St.

Land Uses:

- Recreation & Park (Park in the ALR)
- Agri-Industrial
- Institutional
- Office /Light Industrial
- Retail
- Environmental / Conservation areas



Concept B: Recreation

Concept B builds on what's already happening in Albion Flats. It outlines an assemblage of cohesive uses that together form a major regional and city-wide recreation and events destination with two small supporting adjacent nodes of development along 240th St.

Land Uses:

- Active Recreation & Park (Park in the ALR)
- Mixed employment
- Retail (supporting recreational focus)
- Mixed use residential and commercial along 240th St.
- Environmental / conservation areas



IDEAS & PRECEDENTS

What are the big ideas?

As part of the 2010 process, a number of ideas and precedents were put forward for consideration. These ideas are still valid today and important to shaping a future vision for Albion Flats. It helps to ask these questions as we move through the planning process to build a stronger framework for future development.

Can Albion Flats address global and regional issues?

The 2010 charrette urged the City to consider global and regional issues for future planning in Albion Flats. For example, climate change, demographic changes, access, healthy communities, regional food systems, better transit, etc.



Planning that supports and initiates discussion on regional and global issues may be the catalyst for change and address the unique challenges we face today as a community.

Is there a changing nature of retail?

With change in the outlook on retail and a shift in consumer preference for connection and knowledge of the origin and type of products they purchase, many municipalities are moving away from auto-oriented big box retail model to options that offer a mix of uses, added value lifestyle components, good transit access and high quality public realm elements. Examples include:

- Lifestyle village
- Mixed use – village commercial
- Small scale community serving
- Neighbourhood store



Newport Village in Port Moody is a good example of a mixed use village commercial node. The area supports a range of shops, services and office space with residential above and pedestrian scale public realm.

Is there more to agriculture use?

The 2010 charrette looked at a wide range of agricultural uses, including agri-Industrial uses and value added agricultural activities, such as, plant nurseries, tree farms, food processing, farm related education, small scale or artisan farming, demonstration gardens, food hub with retail services, a 'rural park' and agricultural related recreational activities (equestrian stables & trails, demonstration farm), etc.



Agri-industrial uses are value added industries that serve and support agriculture uses. This may include plant nurseries, tree farms, food processing, farm related education, small scale or artisan farming, market gardens, etc.

How can different uses be integrated?

Experience has shown the best places tend to integrate and consider land uses that work together and support one other. For example, recreation with related retail or food services, residential-commercial uses, or park spaces that support or include agricultural activities, ecosystem enhancement, etc.



Southlands Heritage Farm is located in Vancouver with a mission to grow and protect local food systems, while providing visitors with a chance to experience farm life and understand the unique and beautiful animals and ecosystems. The Farm runs equestrian facilities, small horse shows, children's camps, a farm market, and a host of other community events year-round.

What's already happening?

Albion Flats currently supports a number of land uses all of which have potential to grow. This could be used as a starting point for future uses. Whether this be expanding on current uses or integrating supporting land uses, taking note of what's currently working now is an important consideration in building a successful future.



Terra Nova Rural Park in Richmond is a regional destination park that hosts agriculturally oriented activities. The park includes a Waterwise Demonstration Garden, Community Garden and is home to user groups such as The Sharing Farm and the Terra Nova School Yard Society. Gardens are used year round for teaching, food market and even a performance site for small outdoor theatre productions. This park includes natural areas, bike paths, and children's adventure playground.

How can development incorporate environmental aspects?

In addition to conserving and protecting valuable ecosystems and watercourses, considering a more integrated approach to incorporating greenspace and ecological components into all land uses, such as trail systems, storm water management, landscaping, etc. may result in a better, more pleasing place and along with it, address known site issues, such as drainage and conservation requirements.



Burnaby Lake Sports Complex West is a regional sporting destination with both artificial and natural turf fields, a clubhouse, tennis courts and archery fields. The complex is supported by an adjacent node of recreational related commercial and services (physiotherapists, massage therapists, etc.).



Storm water and drainage infrastructure can be integrated with recreational or natural areas.

TO: Her Worship Mayor Nicole Read
FROM: and Members of Council
Chief Administrative Officer
SUBJECT: Child Care Major Capital Funding

MEETING DATE: February 22, 2016
FILE NO:
MEETING: Workshop

EXECUTIVE SUMMARY:

The City of Maple Ridge and Maple Ridge Pitt Meadows School District 42 have agreed to a joint public consultation process for an elementary school, neighbourhood learning centre and community centre in Albion. A public consultation was hosted in the Albion neighbourhood on February 10, where a collaborative, engaging process provided valuable feedback on the community's vision of a neighbourhood learning facility and community centre. Childcare resources and the provision of services and programs for children 0-12 years of age was identified as a desirable component within these facilities. The larger school environment would greatly contribute to early learning experiences and the development and support of connected, healthy families and communities.

RECOMMENDATIONS:

That staff be directed to prepare an application for Child Care Major Capital Funding for submission to the Ministry of Children and Family Development, requesting the maximum of \$500,000 to fund a multi-age childcare centre to be included in the design of the Albion Community Centre.

DISCUSSION:

a) Background Context:

The City of Maple Ridge and School District No. 42 have been working together in developing a framework to jointly create a neighbourhood hub that includes an elementary school, learning centre and community centre. This community based, collaborative concept serves to leverage resources and aims to provide a neighborhood hub, including childcare programming that is guided by BC's Early Learning Framework, developed by the Ministry of Education in partnership with the Ministry of Health and MCFD and current local health indicator tools such as Early Development Instrument and Middle Childhood Development Instrument findings.

The Ministry of Child and Family Development (MCFD) is currently receiving applications for the Child Care Major Capital Funding Program to a maximum of \$500,000 for the

creation of licenced child care spaces. Staff recommend that the City and School District No. 42 apply for this maximum amount for multi-age childcare. The opportunity to provide childcare on a school site has tremendous benefits for both the school and the families in the area and due to the close proximity to Samuel Robertson Technical will also support teen parents with childcare and preschool programming.

The childcare facility would be a component of the Albion Community Centre and given its location on school grounds, if successful, the Province would provide up to 90% (maximum of \$500,000) contribution of total costs. The remaining costs would be funded by the City as part of the community centre. One stipulation to note is the City must commit to the operation of the daycare centre for a minimum of 10 years.

The grant deadline is February 26, 2016.

b) Desired Outcome:

To provide children 0-12 years, neighborhood opportunities for licensed childcare that will provide an enriched and nurturing environment for early learning. To increase access to programs and services for young children and families on school grounds, where older siblings may already be attending, thus further strengthening the bond between the school environment and positive recreation experiences, foundations of life long learning and health.

c) Strategic Alignment:

Encourage active and healthy living among citizens through the provision of a variety of exceptional recreational, educational and social activities.

d) Citizen/Customer Implications:

The Albion neighborhood is mainly served by licensed family childcare and two out-of-home group care facilities; however, there are few licensed group child care spaces for the 0-30 months of age. The multi-age child care facility on the new Albion school site will compliment the existing neighborhood services and continue to fulfill the demand for non-family group day care needs for children 0-12 years of age.

As was identified through the Middle Childhood Development Instrument that this neighborhood has three vulnerabilities (sleep, nutrition and adult connectedness) that the proposed licensed care programs will aim to address.

e) Interdepartmental Implications:

Various departments provide support to Community Development, Parks and Recreation as new facilities are developed including Planning, Engineering, Building, Clerks, Communications and Finance.

f) Business Plan/Financial Implications:

Costs beyond the 90% (maximum \$500,000) contribution by MCFD would be planned into the funding of the Albion Community Centre budget. Should grant funding not be awarded to the City of Maple Ridge, Council could reconsider the scope of the project to remove this component.

CONCLUSIONS:

Staff anticipate notification on the funding application from the Ministry of Child and Family Development in May 2016.

“Original signed by Christa Balatti”

Prepared by: Christa Balatti, Recreation Manager
Health & Wellness

“Original signed by Wendy McCormick”

Reviewed by: Wendy McCormick, Director Recreation

“Original signed by Kelly Swift”

Approved by: Kelly Swift, General Manager, Community Development
Parks & Recreation Services

“Original signed by Ted Swabey”

Concurrence: **E.C. Swabey**
Chief Administrative Officer

:cb

TO:	Her Worship Mayor Nicole Read and Members of Council	MEETING DATE:	February 22, 2016
FROM:	Chief Administrative Officer	MEETING:	Council Workshop
SUBJECT:	Council Priorities - Approach		

EXECUTIVE SUMMARY:

The City of Maple Ridge has a comprehensive Business Planning Framework which attempts to keep the City's operations tightly aligned with Council direction. There is an opportunity to strengthen strategic alignment within that framework. This report outlines an approach to establishing Council's priorities, and a calendar to support decision-making for implementation of Council priorities.

RECOMMENDATION:

That the approach outlined in the report entitled Council Priorities–Approach, dated February 22, 2016, be implemented.

a) Background Context:

2016 Business Plans

Council recently adopted a 2016-2020 financial plan and departmental business plans for 2016 in alignment with Council direction and the workplan priorities established in 2015. These plans will continue to be implemented throughout 2016.

2017 Business Plans

Since that time, there have been a number of emerging workplan items, and items raised by individual Council members. Some of these items have been addressed, and others need review by Council to determine how they relate to Council priorities for 2017 and beyond.

An assessment of these items and Council's priorities will strengthen strategic alignment for the next annual round of business planning.

a) Approach:

It is recommended that the following approach be taken:

- Two half-day closed Council sessions will be held off-site;
- The sessions will be facilitated by a senior consultant;
- Senior staff will be in attendance to provide information if required;
- Prep work: Facilitator will interview each Council member on interests related to Council priorities for 2017 and beyond;
- Council session 1: Review and discuss Council priorities;
- Council session 2: Review and discuss a calendar of Council reports to support achievement of Council priorities;

- Follow-up:
 - A high-level summary highlighting the Council priorities will be discussed at an open Council Meeting;
 - A facilitated progress review session will be held six months or so following the Council sessions to assess progress.

b) Desired Outcome:

1. Council agreement on workplan priorities for 2017-2018.
2. A calendar of Council reports to support decision-making for implementation of Council priorities.

c) Citizen/Customer Implications:

Clarifying Council priorities will inform citizens, the business community, community groups, and others, and will provide clear direction to staff for annual business planning.

d) Business Plan/Financial Implications:

An annual budget of \$10,000 for this review is available.

For context, the Business Planning Framework is summarized in the Appendix to this report.

CONCLUSION:

This report outlines an approach that will allow Council to review and discuss workplan priorities and a calendar of Council reports to support the achievement of priorities over the next few years. Clarifying Council priorities will strengthen strategic alignment for the next annual round of business planning activities. Further, this clarity will allow for public input prior to the development of business and financial plans that will support the implementation of these priorities.

“Original signed by Laura Benson”

Prepared by: Laura Benson, CPA, CMA
Manager of Sustainability
and Corporation Planning

“Original signed by E.C. Swabey”

Approved by: E.C. Swabey
Chief Administrative Officer

Appendix: Business Planning Framework

The City of Maple Ridge has a comprehensive Business Planning Framework to keep the ongoing operations tightly aligned with Council direction. This report addresses Step 2 of the framework.

Step#	Description of steps typically undertaken	Timing
1*	Citizen survey - statistically representative of the community, including randomly selected participants, demographically adjusted results, margin for error a maximum of +/-5%, 19/20 times.	End of outgoing Council term
2	Council strategic planning – often with a closed Council meeting to discuss objectives, measures and progress, along with public meetings to establish a strategic plan or Council priorities.	1 st quarter
3	Business and Financial Planning Guidelines – establishes parameters around which staff will prepare departmental business plans and the next five-year Financial Plan; provides the community with an opportunity to provide input as early in the annual cycle as possible	2 nd quarter
4	Business Plan and Financial Plan Preparation – staff prepare business plans in alignment with Council direction (including step 3 parameters), existing master plans, bylaws and policies, financial and resourcing constraints, among other strategic elements. Where applicable, performance measures are used to inform the process.	3 rd -4 th quarter
5	<p>Council deliberations – Council reviews the plans in meetings open to the public. In recent years, a live-streamed public Q&A session is provided to ensure the public is well-informed. Council may direct that the plans are adjusted. Eventually they endorse the consolidated Business Plan and adopted a five-year Financial Plan so the business plan can be implemented.</p> <p><i>This Financial Plan will impact property tax rates and other fees and charges for the following years, and therefore, public input at step 3 is the best opportunity for citizens to participate in the process.</i></p>	4 th quarter
6	Staff performance plans – for many staff, annual performance plans help to align their work with their departmental business plans, although performance management is a year-round activity.	Early in Year 2
7	Service delivery – the consolidated Business Plan is implemented, providing city services to the community. Customer service feedback is welcomed through a variety of feedback methods. This service delivery element includes performance measures and reports for the public and performance-related presentations to Council.	Year 2

*Step 1 was undertaken in the fall of 2014 and provided Council with community data to support the first year of the Council term. For this second year of Council's term, the Business Planning Framework begins at Step 2.

From: Greta Borick-Cunningham [<mailto:arms@alouetteriver.org>]

Sent: February 14, 2016 9:00 PM

To: 'nread@mapleridge.ca' <nread@mapleridge.ca>

Subject: ARMS project proposal for 232nd Street Off-Channel - salmon habitat (Beaver box and outlet replacement project)

Importance: High

Hello Mayor Read

I would like to ask if the City of Maple Ridge would be able to review our application and provide a letter of support at your convenience. Although the proposal is due Monday 15 February, I have spoken with PSF and they will allow me to forward on letters of support at a later date if necessary.

For some background, 232nd Street Off-Channel is located near the South Alouette River in Maple Ridge and is a salmon-friendly project which was created, now, almost 30 years ago as a partnership with DFO, Fraser Regional Correctional Centre and the Alouette Correctional Centre for Women. The off-channel has seen a number of updates over the years with this proposal seeking to replace the current beaver box and outlet structure into the retention pond. ARMS continues to monitor the off-channel several times a year and has completed many environmental activities and events with community groups including the 1st Laityview Scouts. Some of these activities include salmon fry surveys, aquatic invertebrate surveys, invasive plant removals and native plantings.

Please feel free to let me know if you have any questions regarding this proposal.

Thank you very much.

Greta Borick-Cunningham
Executive Director
Alouette River Management Society
24959 Alouette Road
Maple Ridge BC
V4R 1R8
604-467-6401



**PACIFIC SALMON FOUNDATION
COMMUNITY SALMON PROGRAM
APPLICATION FOR FUNDING**

THIS APPLICATION FORMS THE BINDING CONTRACT BETWEEN:

PACIFIC SALMON FOUNDATION

300 – 1682 West 7th Avenue
Vancouver BC
V6J 4S6

And

Alouette River Management Society

PROPONENT INFORMATION

Organization Alouette River Management Society

Project Title 232nd Street Off-Channel Salmon Habitat – Beaver Box and Outlet Replacement

Contact Greta Borick-Cunningham

Address 24959 Alouette Road, Maple Ridge, BC. V4R 1R8

Phone 604 467 6401 **Email** arms@alouetteriver.org **Website** www.alouetteriver.org

Is your organization a society or registered charity? Yes **Number** # 891650921RR0001

PROJECT INTRODUCTION

PSF Grant Requested: \$6550

Total Project Value: \$14,450

Anticipated Start Date: 1 April 2016

Anticipated End Date: 15 October 2016

Target Species (Select all)	
Chinook	
Chum	x
Coho	x
Pink	
Sockeye	
Steelhead	
Cutthroat	

Project Type (Select one only - main project objective)	
Habitat Assessment	
Habitat Rehabilitation	x
Project monitoring or repair	
Stock Assessment	
Stock Enhancement	
Education, Outreach and Training	
Stewardship/Community Planning	

Canada's Policy for Conservation of Wild Pacific Salmon (Project links to the following objectives)	
Safeguard genetic diversity of wild Pacific salmon	
Maintain habitat and ecosystem integrity	x
Manage fisheries for sustainable benefits	

Project Location: Town, Creek and Receiving Waters: Maple Ridge, 232nd Street Off-Channel, South Alouette River

UTM/GPS coordinates if known: 49°14'15.89"N, 122°35'07.41"W

PROJECT DESCRIPTION

This section is to describe your project, expected results, methods and project rationale.

Project Summary:

What do you plan to do? (maximum 500 words) – attached project proposal if available

232nd Street Channel was created in 1988 in partnership with the Department of Fisheries and Oceans, and the Fraser Regional Correctional Centre. Parts of the channel have been upgraded and enhanced over time including an aluminum intake to supplement groundwater gallery at the inlet of the channel and an earthen dam at the lower end of the side channel to create a large pond. At the channel outlet, a culvert and beaver proof culvert inlet box was also added to allow easy fish passage from the pond to the spawning channel and river for chum salmon juveniles and coho salmon fry for over-wintering refuge.

This project proposal seeks to replace the out-take which flows from the off-channel into the retention pond which then flows into the South Alouette and a new beaver box which is located just upstream of the out-take in the channel itself. The project will also take the opportunity to remove invasive plant species around the project area such as scotch broom, knotweed and then to plant native species.

(see attachment A for a layout of 232nd Street Off-Channel)

Project Rationale:

Why is this needed? Provide a summary of the limiting factor this project will address, why this project is important, how it aligns with the intended outcomes of the Community Salmon Program, how it will benefit salmonid and salmonid recovery, why now is the right time to do this project?

Limiting Factor 1 - Reduced Biological Productivity:

The upgrade of off-channel slough out-take and beaver box will improve salmon returns to the Alouette River that in turn will increase the amount of marine-derived nutrients entering the system. This will partially compensate for loss of marine nutrients when the Alouette dam denied salmon access to the upper watershed. It will also continue to allow access for salmon into this sidechannel that was cut off by diking of the Alouette River.

Limiting Factor 2 - Conserve and improve fish habitats in the lower Alouette River:

The replacement project addresses some of the limiting factors identified in the "Alouette River Watershed" report through the rehabilitation of off-channel habitats to restore rearing and over-wintering salmonid habitat and provide refuge habitat for fish during flood events and dam spills. The proposed planting will provide greater species diversification. Planting of shrubs that have fish benefits along with enhancing the value of this site as riparian habitat.

This project is required to ensure safe passage of fish into and out of the off-channel habitat. The existing beaver box and culvert structure are old and need to be replaced. The beaver box and associated culvert structure are 20 years old and is very much in need of replacement. It is currently ineffective as beavers have been sighted getting through the box and blocking the top end of the out-take. This project aligns with the intended outcomes of the CSP because this channel represents one of the few off-channel habitat areas for chum and coho in the South Alouette Watershed. Proper functioning of this habitat is crucial to allow chum additional places to spawn and quiet waters in the storm season when coho fry need a safe place to over-winter. It is the right time to do this project as ARMS and DFO have been aware of the need to upgrade these structures for several years. This off-channel habitat represents a fantastic educational space for young people and adults alike to learn about salmon, spawning, over-wintering habitat, salmon food sources and the need for clean water for our salmon. ARMS, DFO and Fraser Regional Correctional Centre partnered to build this off-channel in 1989 originally. Over the years it has had several upgrades as was required including a new retention pond and intake pipe at the head of the off-



Pacific Salmon Foundation Community Salmon Program Application for Funding

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**PACIFIC SALMON FOUNDATION
COMMUNITY SALMON PROGRAM
APPLICATION FOR FUNDING**

THIS APPLICATION FORMS THE BINDING CONTRACT BETWEEN:

PACIFIC SALMON FOUNDATION

300 – 1682 West 7th Avenue
Vancouver BC
V6J 4S6

And

Alouette River Management Society

PROPONENT INFORMATION

Organization **Alouette River Management Society**

Project Title **232nd Street Off-Channel Salmon Habitat – Beaver Box and Outlet Replacement**

Contact **Greta Borick-Cunningham**

Address **24959 Alouette Road, Maple Ridge, BC. V4R 1R8**

Phone **604 467 6401** **Email** **arms@alouetteriver.org** **Website** **www.alouetteriver.org**

Is your organization a society or registered charity? Yes **Number** **# 891650921RR0001**

PROJECT INTRODUCTION

PSF Grant Requested: \$6550

Total Project Value: \$14,450

Anticipated Start Date: 1 April 2016

Anticipated End Date: 15 October 2016

Target Species (Select all)	
Chinook	
Chum	x
Coho	x
Pink	
Sockeye	
Steelhead	
Cutthroat	

Project Type (Select one only - main project objective)	
Habitat Assessment	
Habitat Rehabilitation	x
Project monitoring or repair	
Stock Assessment	
Stock Enhancement	
Education, Outreach and Training	
Stewardship/Community Planning	

Canada's Policy for Conservation of Wild Pacific Salmon (Project links to the following objectives)	
Safeguard genetic diversity of wild Pacific salmon	
Maintain habitat and ecosystem integrity	x
Manage fisheries for sustainable benefits	

Project Location: Town, Creek and Receiving Waters: Maple Ridge, 232nd Street Off-Channel, South Alouette River

UTM/GPS coordinates if known: 49°14'15.89"N, 122°35'07.41"W

PROJECT DESCRIPTION

This section is to describe your project, expected results, methods and project rationale.

Project Summary:

What do you plan to do? (maximum 500 words) – attached project proposal if available

232nd Street Channel was created in 1988 in partnership with the Department of Fisheries and Oceans, and the Fraser Regional Correctional Centre. Parts of the channel have been upgraded and enhanced over time including an aluminum intake to supplement groundwater gallery at the inlet of the channel and an earthen dam at the lower end of the side channel to create a large pond. At the channel outlet, a culvert and beaver proof culvert inlet box was also added to allow easy fish passage from the pond to the spawning channel and river for chum salmon juveniles and coho salmon fry for over-wintering refuge.

This project proposal seeks to replace the out-take which flows from the off-channel into the retention pond which then flows into the South Alouette and a new beaver box which is located just upstream of the out-take in the channel itself. The project will also take the opportunity to remove invasive plant species around the project area such as scotch broom, knotweed and then to plant native species.

(see attachment A for a layout of 232nd Street Off-Channel)

Project Rationale:

Why is this needed? Provide a summary of the limiting factor this project will address, why this project is important, how it aligns with the intended outcomes of the Community Salmon Program, how it will benefit salmonid and salmonid recovery, why now is the right time to do this project?

Limiting Factor 1 - Reduced Biological Productivity:

The upgrade of off-channel slough out-take and beaver box will improve salmon returns to the Alouette River that in turn will increase the amount of marine-derived nutrients entering the system. This will partially compensate for loss of marine nutrients when the Alouette dam denied salmon access to the upper watershed. It will also continue to allow access for salmon into this sidechannel that was cut off by diking of the Alouette River.

Limiting Factor 2 - Conserve and improve fish habitats in the lower Alouette River:

The replacement project addresses some of the limiting factors identified in the "Alouette River Watershed" report through the rehabilitation of off-channel habitats to restore rearing and over-wintering salmonid habitat and provide refuge habitat for fish during flood events and dam spills. The proposed planting will provide greater species diversification. Planting of shrubs that have fish benefits along with enhancing the value of this site as riparian habitat.

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